



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
January 5, 2017**

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 5, 2017.

CLOSED SESSION

12:30 p.m. To Discuss Property

WORK SESSION

1:00 p.m. – Recreation Advisory Board Interviews **PAGE 7**

1:35 p.m. – Historic Preservation Board Interviews **PAGE 9**

1:55 p.m. – Special Event Advisory Committee Interviews **PAGE 13**

CLOSED SESSION

3:55 p.m. To Discuss Property, Personnel and Litigation

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports:

- Historic District Grant Program Update **PAGE 20**
- Park City Historic Preservation Video Premiere **PAGE 22**
- 2017 City Supported Sundance Events **PAGE 24**

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

IV. APPOINTMENT

Consideration to Reappoint Blake Fannesbeck as the Park City Staff Liaison to the Summit County Mosquito Abatement Board for a Four Year Term Ending December 31, 2021

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V. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from December 1, 8, and 15, 2016

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VI. CONSENT AGENDA

1. Request to Authorize the City Manager to Enter into a Professional Services Agreement Between Park City Municipal Corporation and Kane Consulting for Pedestrian Management Services as Related to the 2017 Sundance Film Festival Time Period, in an Amount Not to Exceed \$55,145.00 in a Form Approved by the City Attorney

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2. Request to Authorize the City Manager to Execute a Professional Service Agreement, in a Form Approved by the City Attorney, with AQUA Engineering for the Park City Municipal Corporation (PCMC)-Jordanelle Special Service District (JSSD) Interconnection Improvements Project in an Amount of \$82,000

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3. Request to Approve Resolution 01-2017, a Resolution Proclaiming January, 2017, as Park City Mentoring Month

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4. Request to Approve the Following Convention Sales License (CSL) Applications for Operation During the 2017 Sundance Film Festival:

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Applicant Name	Location Address
To Be Approved	
VIP Event Management, LLC	1251 Kearns Blvd
Rand Luxury	2300 Deer Valley
360 Fly Inc.	2300 Deer Valley
Medical Light Devices	2300 Deer Valley
Porsche	2300 Deer Valley
Gulfstream Aerospace Corp	2300 Deer Valley
Jet Aviation Holdings USA, Inc.	2300 Deer Valley
J. Mendel	2300 Deer Valley
Durkin Group, LLC	255 Main Street
Barefoot Eco Outfitters	255 Main Street
Choices Recovery	255 Main Street
CMFR Canada	255 Main Street
Episcope, LLC	255 Main Street
Bohemian Guitars, Inc.	255 Main Street
Impact Partners Film Services, LLC	260 Main Street

Savannah, GA Film Commission	305 Main Street
LA Times	314 Main Street
American Express	314 Main Street
Brewco	577 Main Street
FCBX	577 Main Street
Hunter Public Relations	625 Main Street
Henson Consulting	625 Main Street
Bobble	625 Main Street
The Bait Shoppe	625 Main Street
The Full Picture, LLC	625 Main Street
NVE, Inc.	657 Park Avenue
Apple	657 Park Avenue
Precious Entertainment	738 Main Street
Garrett Brands	738 Main Street
The Creative Coalition	738 Main Street
TESLA	738 Main Street
Coolway Boots	738 Main Street
Labs for Liberty	738 Main Street
Philadelphia Film Society	738 Main Street
Emerson College	804 Main Street
Penske Business Media, LLC	900 Main Street

5. Request to Approve the Following Special Event Temporary Alcoholic Beverage License Applications for Operation During the 2017 Sundance Film Festival: **PAGE 122**

Applicant Name	Location Address
To Be Approved	
Done to Your Taste/KAC	1401 Kearns Ave
Slamdance	255 Main Street Suite C
Done to Your Taste	260 Main Street
Kuhl/Alfwear	333 Main Street
Acura/Sundance Inst.	890 Main Street
Top Shelf Services	890 Main Street
To Be Approved - Late Applications (Up to 12)	
Metropolitan/Rocky Mountain Cinemas	1776 Park Ave.
St. Regis Deer Valley	2300 Deer Valley Drive
Durkin Group/Ecoluxe Lounge	255 Main Street
The Blended Table	314 Main Street
SSI Venture	515 Main Street

Luxe Marketing/Swisher Media	543 Park Ave
The Blended Table/Canon Creative Studios	592 Main Street
Emerson College	804 Main Street

* Staff recommends a condition of approval for a security plan for the highlighted address locations.

VII. NEW BUSINESS

1. Consideration to Authorize the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with Elliott Workgroup Architecture LLC, in an Amount Not to Exceed \$225,634 for Design of Housing at 1353 Park Avenue (Former Fire Station Lot) and 1364 Woodside Avenue **PAGE 129**

(A) Public Hearing (B) Action

2. Consideration to Authorize the City Manager to Execute the First Amendment to the Professional Services Agreement, in a Form Approved by the City Attorney, with RNL Design, Inc., for the Public Utilities and Streets Facility Architectural Services for an Increase to the Agreement in an Amount Not to Exceed \$367,000 **PAGE 177**

(A) Public Hearing (B) Action

3. Consideration to Approve Ordinance No. 2017-01, an Ordinance Approving the Third Amended Condominium Plat for the Stag Lodge Phase I Unit 10, Located at 8200 Royal Street East, Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 190**

(A) Public Hearing (B) Action

4. Consideration to Approve Ordinance 2017-02, an Ordinance Approving the 152 Sandridge Road Subdivision, Located at 152 Sandridge Road, in Park City, Utah, Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 222**

(A) Public Hearing (B) Action

5. Consideration of Ordinance 2017-03, an Ordinance Approving the 2017 Meeting Schedule for City Council **PAGE 244**

6. Consideration to Continue an Ordinance Approving the Main Street Plaza Subdivision, Located at 220 and 250 Main Street, Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 246**

(A) Public Hearing (B) Continuation to January 12, 2017

7. Consideration to Continue a Public Hearing Regarding the 1061 Lowell Avenue Subdivision, Located at 1061 and 1063 Lowell Avenue, Park City, Utah **PAGE 248**

(A) Public Hearing (B) Continuation to February 16, 2017

8. Consideration to Continue a Public Hearing Regarding the Vacation of Lot 1, Northstar Subdivision, Located 1061 and 1063 Lowell Avenue, Park City, Utah **PAGE 250**

(A) Public Hearing (B) Continuation to February 16, 2017

9. Consideration to Continue a Public Hearing Regarding the Village at Empire Pass North Subdivision Plat, Located at North of the Intersection of Marsac Avenue and Village Way, Park City, Utah **PAGE 252**

(A) Public Hearing (B) Continuation to March 2, 2017

10. Consideration to Continue a Public Hearing Regarding the B2 East Subdivision Plat, Located at 9300 Marsac Avenue, Park City, Utah **PAGE 253**

(A) Public Hearing (B) Continuation to March 2, 2017

VIII. ADJOURNMENT

IX. PARK CITY REDEVELOPMENT AGENCY

A. ROLL CALL

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

C. NEW BUSINESS

1. Consideration to Approve Resolution 01-2017, a Resolution Establishing a Regular Meeting Date, Time, and Location for 2017 Meetings and Appointing Officers of the Board of Directors of the Park City Redevelopment Agency **PAGE 254**

X. ADJOURNMENT

XI. PARK CITY MUNICIPAL BUILDING AUTHORITY

A. ROLL CALL

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

C. NEW BUSINESS

1. Consideration to Approve Resolution 01-2017, a Resolution Establishing a Regular Meeting Date, Time, and Location for 2017 Meetings and Appointing Officers of the Board of Directors of the Park City Municipal Building Authority **PAGE 257**

XII. ADJOURNMENT

XIII. PARK CITY WATER SERVICE DISTRICT MEETING

A. ROLL CALL

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

C. NEW BUSINESS

1. Consideration to Approve Resolution 01-2017, a Resolution Establishing a Regular Meeting Date, Time, and Location for 2017 Meetings and Appointing Officers of the Board of Directors of the Park City Water Service District **PAGE 260**

XIV. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4:00 p.m. to 9:00 p.m.

Posted: See: www.parkcity.org



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

There is currently one (1) Recreation Advisory seat available for appointment. Current board member Michael Barille has moved out of Park City limits, the new applicant would complete Michael's current term and then be eligible to be reappointed for their own term.

Current Board Member	Term Expiration
Cabot Woolley	July 2019
Meisha Lawson	July 2019
Sebe Zeisler	July 2018
Alisha Niswander	July 2018
Jane Campbell	July 2017
Eric Hoffman	July 2017
Michael Barille	July 2017

Notifications of openings were posted onsite at the Park City Athletic & Recreation Center (Attachment) and on the recreation web page and the City webpage, applications were due December 16th. The Recreation Department Staff received a total of two (2) applications for the one Recreation Advisory Board opening. All of the applicants meet the residency requirements set forth in the Ordinance No. 03-06.

Respectfully:

Ken Fisher, Recreation Manager

Do you have an interest in the future of Recreation in Park City?

If so, apply today to serve on the Recreation Advisory Board

Applications are available at the front desk

Deadline to apply

December 16th



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Historic Preservation Board

Puggy Holmgren	Term: 09/14 - 09/17
Jack Hodgkings	Term: 07/15 - 05/18
Lola Beatlebrox	Term: 09/14 - 09/17
David White	Term: 07/15 - 05/18
Cheryl Hewett	Term: 09/14 - 09/17
Douglas Stephens	Term: 07/15 - 05/18
Hope Melville	Term: 07/15 - 05/18 Resigned

There is one (1) seat available on the Historic Preservation Board effective immediately. This term will expire on May 1, 2018, for reason of Board Member Melville resigning in March of 2016. Board members are not required to be residents of Park City.

The Historic Preservation Board members have special priorities and qualifications outlined in Section 15-11-2 (B) of The Land Management Code:

“Members of the HPB shall serve terms of three (3) years. The terms shall be staggered. Terms may expire May 1, however, members of the HPB shall continue to serve until their successors are appointed and qualified.”

“It is the first priority of the City Council that the HPB have technical representation in Historic Preservation, therefore, when vacancies occur and if appropriate, it shall be the first consideration of the City Council to ensure that there is a licensed architect, or other professional having substantial experience in rehabilitation-type construction, serving on the HPB, and secondly that there is representation from the Park City Historical Society.”

Respectfully:

Louis Rodriguez, Planning Analyst II

Historic Preservation Board

Review of Questions

Randy Scott

Board Information

Historic Preservation Board

Puggy Holmgren	Term: 09/14 – 09/17	
Jack Hodgkins	Term: 07/15 – 05/18	
Lola Beatlebrox	Term: 09/14 – 09/17	
David White	Term: 07/15 – 05/18	
Cheryl Hewett	Term: 09/14 – 09/17	
Douglas Stephens	Term: 07/15 – 05/18	
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TITLE 15 - LAND MANAGEMENT CODE (LMC)
CHAPTER 11 - HISTORIC PRESERVATION

*Chapter adopted by Ord. No. 02-07;
Chapter Amended in Entirety by Ord. No.
03-34*

**CHAPTER 11 – HISTORIC
PRESERVATION**

**15-11-1. ESTABLISHMENT OF
BOARD.**

Pursuant to the Historic District Act, Section 11-18-1, et seq. of the Utah Code, 1953, and other applicable power, there is hereby created a Park City Historic Preservation Board (HPB). The HPB shall be composed of seven (7) members.

(Amended by Ord. No. 06-69)

**15-11-2. TERMS AND
QUALIFICATIONS OF MEMBERS.**

Members of the HPB shall serve terms of three (3) years. The terms shall be staggered. Terms may expire on May 1, however, members of the HPB shall continue to serve until their successors are appointed and qualified.

(A) The Mayor shall appoint a new HPB member to fill vacancies that might arise and

such appointments shall be to the end of the vacating member's term.

(B) It is the first priority of the City Council that the HPB have technical representation in Historic preservation, therefore, when vacancies occur and if appropriate, it shall be the first consideration of the City Council to ensure that there is a licensed architect, or other professional having substantial experience in rehabilitation-type construction, serving on the HPB, and secondly that there is representation from the Park City Historical Society. After being notified by the City of a vacancy, at least two (2) nominations shall be rendered to the City Council by the Park City Historical Society if it desires to participate in the Application process.

(C) In addition, the HPB should include members with the following qualifications, or representing the following interests:

(1) A member recommended by or associated with the Utah State Historical Society or Utah Heritage Foundation.

(2) A member living in the Historic District with demonstrated

interest and knowledge of Historic preservation.

(3) A member appointed at large from Park City with demonstrated interest and knowledge of Historic preservation.

(4) A member associated with Main Street Business and commercial interests.

15-11-3. ORGANIZATION.

(A) **CHAIR**. The HPB shall elect one of its members to serve as Chair for a term of one (1) year at its first meeting following the expiration of terms and appointment of new members. The Chair may be elected to serve for one (1) consecutive additional term, but not for more than two (2) successive terms. If the Chair is absent from any meeting where a quorum would otherwise exist, the members may appoint a Chair Pro Tem to act as Chair solely for that meeting.

(B) **QUORUM**. No Business shall be conducted without a quorum at the meeting. A quorum shall exist when the meeting is attended by four (4) of the appointed members, including the Chair or Chair Pro Tem.

(C) **VOTING**. All actions of the HPB shall be represented by a vote of the membership. A simple majority of the members present at the meeting in which action is taken shall approve any action taken. The Chair may vote at the meetings.

(Amended by Ord. Nos. 07-34; 09-10; 11-05)

15-11-4. ABSENCE DEEMED RESIGNATION OR GROUNDS FOR REMOVAL.

Any HPB member who is absent from two (2) consecutive regularly scheduled Board meetings, or a total of four (4) regularly scheduled meetings per calendar year may be called before the City Council and asked to resign or removed for cause by the Council. Members of the HPB are not required to reside within the City limits, however, the majority of the members shall reside in Park City.

15-11-5. PURPOSES.

The purposes of the HPB are:

(A) To preserve the City's unique Historic character and to encourage compatible design and construction through the creation, and periodic update of comprehensive Design Guidelines for Park City's Historic Districts and Historic Sites;

(B) To identify as early as possible and resolve conflicts between the preservation of cultural resources and alternative land Uses;

(C) To provide input to staff, the Planning Commission and City Council towards safeguarding the heritage of the City in protecting Historic Sites, Buildings, and/or Structures;



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff requests for City Council to interview seven Special Event Advisory Committee applicants and select candidates to fulfill three (3) positions with two and a half (2.5) year terms expiring June of 2019. Staff will return to the January 12th City Council meeting for appointments.

Please advise if you would like hard copies of this packet.

Respectfully:

Jennifer Diersen,

City Council Staff Report

Subject: Special Event Advisory Committee (SEAC) Interviews
Author: Jenny Diersen, Staff Liaison to SEAC – Special Event Coordinator
Department: Special Events
Date: Thursday, January 5, 2017

Summary Recommendation

Staff requests that City Council interview the candidates for the Special Events Advisory Committee vacancies and select three (3) candidates for two and a half (2.5) year terms expiring June of 2019. Staff will return to the January 12th City Council meeting for appointments.

Acronyms

SEAC – Special Events Advisory Committee

Executive Summary

Staff requests for City Council to interview seven Special Event Advisory Committee applicants and select candidates to fulfill three (3) positions with two and a half (2.5) year terms expiring June of 2019. Staff will return to the January 12th City Council meeting for appointments.

Please advise if you would like hard copies of this packet.

The Problem/ Challenge

Both the success and challenges of a multi-season resort destination have created a need to more effectively manage special events. Starting in the summer of 2014, City staff began receiving feedback that the community perception was that there was an increase in ‘event fatigue’. From October of 2014 to March of 2016, steps were taken to improve the management of impacts from special events.

In June of 2015 the City Council adopted [Resolution 05-15](#) creating the Special Events Advisory Committee. On November 17, 2016, the City Council amended the SEAC resolution and adopted the amended resolution ([22-2016](#)), removing the business stakeholders from the committee and added three additional Community At-Large positions for the Special Events Advisory Committee.

- There are currently three vacant positions to be filled.
- Staff will be returning in the spring for the appointment of two terms that expire in June. Those members whose terms expire in June will be eligible for reappointment.

Background

City Council Reports:

October 9, 2014	Special Events Update Study Session – pages 2 through 17
October 9, 2014	Special Event Update Minutes – pages 1 through 2
December 4, 2014	Special Events Discussion – pages 8 through 24
December 4, 2014	Special Events Discussion Minutes – pages 9 & 10
March 26, 2015	Special Event Update – SEAC on pages 8 through 11.
March 26, 2015	Special Event Update Minutes – pages 1 through 2
June 4, 2015	Special Events Advisory Committee Establishment– pages 656 through 663
June 4, 2015	Special Events Advisory Committee Establishment Minutes – page 9
July 9, 2015	Special Events Advisory Committee Addition Manager’s Report – page 14

January 29, 2016	Special Events Department Code Changes – page 93 through 140
January 29, 2016	Special Events Department Code Changes Minutes – pages 9 through 10
March 24, 2016	Title 4, Chapter 8 Special Event Code Amendment – pages 67 through 101
March 24, 2016	Title 4, Chapter 8 Special Event Code Amendment Minutes – page 7
May 5, 2016	Special Event Fee Reduction (July 1 through December 31) pages 152 through 170
May 5, 2016	Special Event Fee Reduction (July 1 through December 31) minutes – page 9
June 30, 2016	Staff Communications Special Event Advisory Committee Update - pages 188 through 210
September 22, 2016	Special Event Work Session Update - pages 7 through 30
September 22, 2016	Special Event Work Session Minutes - pages 7 through 11
November 3, 2016	Special Event Update Work Session - page 18 through 46
November 3, 2016	Special Event Update Work Session Minutes – pages 6 through 8
November 17, 2016	SEAC Amendment – pages 51 through 64
November 17, 2016	SEAC Amendment minutes – pages 6 through 8

SEAC's role is to advise City Council from a community perspective Special Events in Park City. SEAC's recommendations inform City Councils decisions on:

- The overall event threshold in Park City;
- Individual events across the event calendar;
- The City's role in facilitating and/or reducing events;
- Fee reduction with regards to the level of service the City may provide the City's budget and the level of Service provided at events;
- Our local businesses, non-profits, community partners and community members;
- Multi -Jurisdictional event coordination;
- Community, arts and culture groups, and local businesses; and
- Goals in the General Plan of promoting a [sense of community](#)

Analysis

Staff has noticed the SEAC vacancies on the City's website beginning November 10, 2016.

Staff received requests from five community members who lived outside of the City's jurisdiction, who were ineligible to serve on SEAC. The seven eligible applicants have not applied to SEAC before. The candidates were informed that interviews would be conducted on January 5th.

The interviews schedule is currently scheduled as follows on Thursday, January 5th, 2017:

1:55 p.m. – Review Questions (5 minutes)
Interview Schedule: (15 Minutes each)
2:00 p.m. – Randy Barton
2:15 p.m. – Sarah Aures
2:30 p.m. – Peter O'Doherty
2:45 p.m. – Penelope Kinsey
3:00 p.m. – Karen West-Ellis
3:15 p.m. – Leah Kolb
3:30 p.m. – Shirin Spangenberg

3: 45 p.m. – Discuss Applicants (CLOSED)

Staff will return to the regularly scheduled meeting on January 12th for the SEAC appointments.

Department Review

The Special Events, Economic Development, Executive and Legal Departments have reviewed this report.

Funding Source

No funding is needed for appointment, as members are not compensated.

Alternatives for City Council to Consider

1. Recommended Alternative:

Staff requests that City Council interview the candidates for SEAC vacancies and select three (3) members for two and a half (2.5) year terms expiring June of 2019.

Pros

- a. SEAC's work impacts the City's Council's goals of creating a Complete Community that values historic preservation, economic diversity and the arts and culture, as well as, creating a Thriving Mountain Community.
- b. Consistent with City's goal of increasing citizen involvement.

2. Additional Time Alternative:

City Council could interview the candidates for SEAC vacancies and ask to continue the vacancy advertisements to receive additional applications for committee consideration.

Pros

- a. Allows Council and staff additional time to receive applications from community members to ensure the committee represents the community as a whole.

Cons

- a. Prolonging the selection of SEAC members may be perceived by the community as being non-responsive to their concerns.
- b. Current members of SEAC may be paused in their work of evaluating Special Events with regard to Fee Reduction, Event Prioritization/Threshold, Debrief and Fee Reduction.

Attachments

A SEAC Vacancy Advertisement



SPECIAL EVENTS ADVISORY COMMITTEE (SEAC)

Post Date: 11/30/2016

The Mayor and City Council are looking for Community-At-Large members to serve on the [Special Events Advisory Committee](#).

SEAC provides recommendations to the City Council regarding events that will create a diverse and well balanced offering to the local community. SEAC makes recommendations regarding events with regards to citywide carrying capacity threshold and prioritization, levels of recommended city services provided, as well as overall event review and performance evaluation.

Those interested in serving on this committee must reside within the city limits of Park City, and should not be an active member of the boards or commissions of any of the above mentioned stakeholder groups. Additionally, they should represent different geographic areas or neighborhoods than currently represented within the City limits of Park City. Members will serve for a three-year term. Meetings are held the third Wednesday of each month, from 12 noon to 2 p.m. at the Park City Library. Committee members should also expect to participate in 5 to 10 hours of work outside of meetings.

To receive an application form, please email Jenny Diersen jenny.diersen@parkcity.org or call 435.615.5188. Applications must be received by **Friday, December 16, 2016**. Applications may be submitted by email to Jenny Diersen, jenny.diersen@parkcity.org or in hard copy, to Jenny Diersen, Sustainability Department: Special Events Office, 3rd Floor, 445 Marsac Ave. P.O. Box Park City, UT. 84060.

An interview schedule will be sent out after the application deadline.



Special Event Advisory Committee

At-Large Application Form

The Mayor and City Council are looking for additional Community-At-Large members to serve on the [Special Events Advisory Committee](#).

SEAC provides recommendations to the City Council regarding events that will create a diverse and well balanced offering to the local community. SEAC makes recommendations regarding events with regards to citywide carrying capacity threshold and prioritization, levels of recommended city services provided, as well as overall event review and performance evaluation.

Those interested in serving on this committee must reside within the city limits of Park City, and should not be an active member of the boards or commissions of any of the above mentioned stakeholder groups. Additionally, they should represent different geographic areas or neighborhoods than currently represented within the City limits of Park City. Members will serve for a three-year term. Meetings are held the third Wednesday of each month, from 12 noon to 2 p.m. at the Park City Library. Committee members should also expect to participate in 5 to 10 hours of work outside of meetings.

To receive an application form, please email Jenny Diersen jenny.diersen@parkcity.org or call 435.615.5188. Applications must be received by **Friday, December 16, 2016**. Applications may be submitted by email to Jenny Diersen, jenny.diersen@parkcity.org or in hard copy, to Jenny Diersen, Sustainability Department: Special Events Office, 3rd Floor, 445 Marsac Ave. P.O. Box Park City, UT. 84060.

An interview schedule will be sent out after the application deadline.

Name: _____

E-mail Address: _____

Street Address: _____

Mailing Address (If different): _____

Phone: (home) _____ (cell) _____

1. How long have you lived within Park City limits? _____
2. What is your profession and/or involvement in the community? _____

3. What is your experience with special events? _____

4. What is your involvement with Park City Municipal Corporation? _____

5. Meetings will likely be monthly during working hours and be approximately 2 hours. Additionally members should expect to complete 5 to 10 hours of work outside of meetings. Are you able to commit to these requirements? (Yes)_____ (No)_____
6. Why are you interested in serving on SEAC? _____

7. What specific skills and/or qualities will you bring to the Committee if selected? _____

8. Do you foresee any conflicts of interest you might encounter concerning the recommendation regarding special events? _____

9. Are you interested in serving on any other boards or commissions within the City?
(Yes)_____ (No)_____

Selected applicants will be required to sign an Authorized Release of Information for a background check, which will be conducted by the City. Additionally, all members of the Committee will be required to sign a Disclosure Affidavit and acknowledge the City's Ethics policy referenced in Title 3 –Ethics, of the Park City Municipal Code.



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The Historic District Grant Program awards matching grants to assist property owners in maintaining and preserving their historic commercial and residential structures. Grant funds are applied to exterior improvements only, and all work must comply with the Design Guidelines for Historic Districts and Historic Sites. Since 2009, the grant program has awarded over \$342,000 for rehabilitation work.

Respectfully:

Anya Grahn, Planner II



City Council Staff Communications Report

Subject: Historic District Grant Program
Author: Bruce Erickson, Planning Director
Anya Grahm, Historic Preservation Planner
Department: Planning Department
Date: January 5, 2017
Type of Item: Staff Communication

Since 1987, the Historic District Grant program has operated continuously with the support of City Council and the Historic Preservation Board (HPB). The Historic Preservation Grant program was originally housed in the Capital Improvement Project (CIP) and funded with the Main Street and Lower Park Avenue (LPA) RDA funds as directed by Council and included in the RDA resolutions. With changes to the government accounting rules (GASB) in 2014, the City can no longer fund capital improvement projects with CIP funds for projects or assets the City does not own such as properties awarded grants through the Historic District Grant Program. In 2015, staff revised the Historic District Grant Program in order to reflect changes to the GASB.

Due to the concerns and feedback we received from the Historic Preservation Board (HPB) in early 2015-2016, staff has been analyzing ways in which to restructure the grant program. Planning is developing a proposal for a two-tier program that implements smaller grants on an ad-hoc basis with specific criteria and a larger program with a once or twice per year competitive selection process. Staff will be returning to City Council in February with a model program that would enable the City to award smaller grant amounts up to \$10,000 while we continue to develop the program further for larger grant amounts.

Planning has received one application for a larger grant (\$120,000) cost of work, of which we could reimburse the applicant up to \$60,000 (or half the cost) and has had discussions with a number of homeowners for smaller grants.

Past Staff Reports:

7.30.15 [City Council Grant Reports for 943 Park Avenue and 264 Ontario Avenue](#)
(pages 176-395)



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

In conjunction with City Council's critical priorities, Staff presents to Council the ninth video in the Park City Municipal Spotlight Series. This video showcases the city's work with historic preservation.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Communications Report

Subject: Park City Historic Preservation Video Premiere
Author: Linda Jager, Community Engagement Manager
Department: Sustainability
Date: January 5, 2017
Type of Item: Informational

Honorable Mayor and City Council:

In conjunction with City Council's critical priorities, staff presents to Council the ninth video in the Park City Municipal Spotlight Series. This video showcases the City's historic preservation work. Special thanks to Councilwoman Cindy Matsumoto for serving as an advisor and participant in this video, Anya Grahn and Bruce Erikson from the Planning Department for their expertise and input, and Katrina Kmak, Park City Library's youth services librarian, for her time and talent to help share Park City's historic preservation story.

In our continuing efforts to engage with the community, staff's goal is to produce one video per month highlighting the City's work on Council's critical priorities. These videos showcase the people, projects and programs involved in this effort and serve to inform and update the community. Staff welcomes additional suggestions from Council for future video topics.

This video was produced by Park City's Eclectic Brew Productions under the direction of Matt Dias, assistant city manager, and Linda Jager, community engagement. Please click [here](#) to watch! (password: historic)



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

One of the Sundance Film Festival's 2017 themes is [The New Climate](#), which aligns with Park City's climate and energy goals. As a result, Sundance has offered opportunities to Park City Municipal and Summit Community Power Works that will highlight some of our community's recent commitments and efforts with a broader audience at the Sundance Venue - Basecamp on January 22, 2017.

In order to facilitate the event at Basecamp, staff plans to utilize contingency funds in order to help pay for travel related expenses for speakers and other associated expenses with the events hosted by the City that were not budgeted in the Environmental Sustainability department.

While the City Manager Contingency Budget can likely accommodate these expenses, staff may ask Council to utilize a small portion of their own City Council Contingency Fund. The total amount necessary is unknown at this time; however, staff does not believe expenses will be more than \$15,000.

Respectfully:

Luke Cartin, Environmental Sustainability Manager



City Council Staff Communications Report

Subject: Sundance City Events
Author: Luke Cartin, Environmental Sustainability Manager and Linda Jager, Community Engagement Manager
Department: Sustainability, Community Engagement
Date: January 5, 2017

Executive Summary

One of the Sundance Film Festival's 2017 themes is [The New Climate](#), which aligns with Park City's climate and energy goals. As a result, Sundance has offered opportunities to Park City Municipal and Summit Community Power Works that will highlight some of our community's recent commitments and efforts with a broader audience at the Sundance Venue - Basecamp on January 22, 2017.

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While the City Manager Contingency Budget can likely accommodate these expenses, staff may ask Council to utilize a small portion of their own City Council Contingency Fund. The total amount necessary is unknown at this time; however, staff does not believe expenses will be more than \$15,000.

Discussion

Park City and Summit County have become models of community action. A consortium of local businesses, nonprofits, and government agencies—as well as proactive citizens—have banded together to develop sustainability programs and enact legislation to move the region away from a carbon-based economy, toward one powered by renewable resources. Park City Municipal has pledged to have net-zero carbon emissions by 2032, and to provide 100-percent of our electricity from renewable sources by 2032. Nonprofit Summit Community Power Works has helped schools and residents convert 100,000 light bulbs to LEDs, installed over 100 residential solar arrays, and now leads the greater Park City community in pursuit of the \$5 million dollar Georgetown University Energy Prize.

During Sundance, Park City and Summit Community Power Works are focused on two events to highlight our efforts.

- 1. Park City: A Community Committed to Action**
Sunday, January 22, 1:30 – 2:30 p.m.
Basecamp: Open to the public

This will be a panel discussion that will focus on the actions being taken in Park City and the surrounding area to showcase the ambitious world-leading carbon reduction efforts. This panel will be immediately followed by the [Power of Story](#) Live Stream featuring Al Gore, David Suzuki, President Mohamed Nasheed, Heather Rae, and Jeff Skoll.

After the panel discussion, PCMC and SCPW will host a local's event that honors the efforts and work of our local sustainability hero's – the folks in our community who, day-in and day-out, work in and around the areas of sustainability in our local businesses, governments, and non-profits. This event will likely be held on Main Street and will be open to the public.

2. Park City Screening

Wednesday, January 25th, 6pm

Cinetransformer: 80 seats

This event is a community screening of [Chasing Coral](#) with a Q+A session with the Director Jeff Orlowski, founder of Exposure Labs. He served as director, producer, and cinematographer on *Chasing Ice*, which screened for Congress, the White House, and the United Nations; received an Academy Award nomination for Best Original Song; and won a 2014 News and Documentary Emmy Award for Outstanding Nature Programming.

[Department Review](#)

Sustainability, Community Outreach, Legal and Executive



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

In the attached letter from SMAD Manager Bryan Stephens recommending the reappointment of Blake Fannesbeck to the SMAD Board whose term will be ending December 31, 2016.

Park City Council appointed Blake Fannesbeck on November 15, 2012 to the SMAD Board. He took the place of Pace Erickson upon his retirement. January 23, 2013 the Summit County Council formalized the appointment to the SMAD Board.

Blake Fannesbeck has served on the SMAD Board for the past four years, throughout duration of term January 23, 2013 to December 31, 2016.

There are two Park City representatives to the SMAD Board. The other is Park City Council Member Tim Henney.

Board members are provided a stipend for attending meetings.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: Re-appointment to the Summit Mosquito Abatement Board
Author: Michelle Kellogg
Department: Executive
Date: January 5, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends Council appoint Blake Fannesbeck, Public Works Director, to the Summit Mosquito Abatement Board of Directors for a second four-year term beginning January 1, 2017.

Executive Summary

In the attached letter from SMAD Manager Bryan Stephens recommending the reappointment of Blake Fannesbeck to the SMAD Board whose term will be ending December 31, 2016.

Park City Council appointed Blake Fannesbeck on November 15, 2012 to the SMAD Board. He took the place of Pace Erickson upon his retirement. January 23, 2013 the Summit County Council formalized the appointment to the SMAD Board.

Blake Fannesbeck has served on the SMAD Board for the past four years, throughout duration of term January 23, 2013 to December 31, 2016.

There are two Park City representatives to the SMAD Board. The other is Park City Council Member Tim Henney.

Board members are provided a stipend for attending meetings.

Acronyms

SMAD Summit Mosquito Abatement Board

Opportunity:

The SMAD Board meets bi-monthly on the second Tuesday of the month to make recommendations regarding the Integrated Mosquito Management (IMM) approach through means of surveillance, larviciding, adulticiding and record keeping. Park City will be represented by one staff member and one City Council member.

Alternatives:

- A. **Approve:** This is the recommended action;
Pros - The City would have representation on the Mosquito Abatement Board.
Cons - No Significant impacts.

B. Deny: The City would not have representation on the Mosquito Abatement Board;

Pros - No Significant impacts

Cons -. The City would not have representation on the Mosquito Abatement Board.

C. Other Alternative: The City can appoint other representation, but would need to do so prior to first SMAD meeting on February 13, 2017;

Department Review:

The City Manager's Office and Legal Department

Funding Source:

No funding source necessary.



1735 S. Hoytsville Road
Coalville, Utah 84017
(435) 336-2088

Board of Trustees

DelRay Hatch, President
Nathan Brooks, Vice President
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Gary Siddoway
Kevan Todd

Park City Council
445 Marsac Avenue
Park City, Utah 84060

Dear Park City Council,

My purpose for this letter is to make the council aware that Blake Fannesbeck's term on the Summit Mosquito Abatement District (SMAD) Board of Directors ends at the close of 2016. Over the years, Blake has provided excellent representation for the city and citizens of Park City. Furthermore, Blake's work, along with that of fellow board members, has been key to ensuring the success of the district. The district would certainly welcome Blake's reappointment to the SMAD Board. Of course, this would be at the council's discretion. Would you please make this an agenda item at the next council meeting for discussion and approval? Please contact me with any questions that you may have. Thank you for your consideration.

Sincerely,
Bryan Stephens, Manager
Summit Mosquito Abatement District
435-336-2088
summtmad@allwest.net





DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Attached for your approval, please find the minutes for the December 1, 8, and 15, 2016, City Council meetings. Thank you for your consideration.

Respectfully:

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

December 1, 2016

The Council of Park City, Summit County, Utah, met in open meeting on December 1, 2016, at 2:00 p.m. at the Park City Old Town Transit Center, located at 558 Swede Alley.

OFF SITE RIBBON CUTTING CEREMONY

The Council met at the Old Town Transit Center to participate in the unveiling of the new trolley. It was indicated that this trolley would operate on clean diesel fuel, and would be more efficient. Afterwards, the Council proceeded to the Council Chambers for the remainder of the meeting.

Council Member Gerber moved to close the meeting to discuss property and litigation at 2:30 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

Council Member Gerber moved to adjourn from Closed Meeting. Council Member Worel seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

STUDY SESSION

1. Summit County Mental Health Services and Needs Assessment

Discussion:

Council Member Worel introduced Rich Bullough, Summit County Health Director, and indicated he initiated the Mental Health Needs Assessment.

Bullough gave credit to Mayor Thomas for his help with getting this project going. He reviewed the process for gathering the information in the assessment and stated the next step would be to develop a strategic plan to implement programs that could help members of the community.

1 The results of the assessment were obtained through a citizen survey. From the
2 responses, it was learned there was a shortage of mental health providers and services
3 in Summit County. From a providers' survey, Bullough learned the County had good
4 therapists, but there was a long wait time before patients received treatment, there was
5 no residential treatment and there was not equitable pay, which resulted in fewer
6 therapists staying within the community long-term.

7
8 Strategic directives resulting from the assessment were to educate and cultivate
9 awareness of mental illness within the community, increase capacity and access to
10 timely treatment, improve coordination of treatment between providers, focus on
11 building community partnerships and address funding gaps.

12
13 Mayor Thomas stated mental illness touched most families in this day and age. It was a
14 big expense dealing with these issues and it affected all demographics, economic
15 groups and ages. He was hopeful that this assessment would be the beginning of more
16 help to come.

17
18 Council Member Henney asked about the emotional component of mental illness.
19 Bullough stated having an active lifestyle helped people emotionally. He stated tools
20 should be provided at a young age to help those stay emotionally well throughout their
21 lives. He was a proponent of the Communities that Care program, which gave youth
22 tools to cope with their emotions.

23
24 **2. Discuss Lower Park Avenue Affordable Housing in the 1300 Block of**
25 **Woodside and Empire Avenues (Location of the Current Senior Center Parcel):**

26 Jonathan Weidenhamer, Economic Development Manager, Anne Laurent, Community
27 Development Manager, Rhoda Stauffer, Housing Specialist, Nate Rockwood, Budget
28 Manager, and Craig Elliott and Steve Brown, Elliott Group, presented this item. Elliott
29 brought a model of the project and site plans for three options for this project. Option
30 One would accommodate three apartment buildings with 27 units in each building and
31 underground parking for a total of 81 units. Option Two would include one apartment
32 building with underground parking and three multi-unit townhouse buildings for a total of
33 61 units. This option would provide a variety of housing types. Option Three included
34 two apartment buildings with underground parking and one multi-unit townhouse
35 building for a total of 68 units.

36
37 Council Member Matsumoto was in favor of larger square footage in order to
38 accommodate roommate situations. She also favored ownership for units that would
39 have accessory units that could be rented. Council Member Gerber felt there was a
40 great need for these affordable units since many families shared two bedroom condos
41 with other relatives.

42
43 Laurent indicated staff was trying to understand who the employees in the community
44 were and their associated needs, so they wouldn't have to commute to work. She felt

1 the design of the project was also important so it could be marketed and enhance the
2 neighborhood.

3
4 Council Member Beerman favored Option Two because of the mix of apartments and
5 townhouses. He thought housing should be created that would make people want to
6 stay for a stage in their lives. Council Member Gerber stated all the affordable housing
7 projects thus far were geared towards families and this would be the first project that
8 could potentially have many units. She favored Options One and Three.

9
10 Mayor Thomas liked Option Two because of the variety of the design. Council Member
11 Henney favored Options Two and Three. Mayor Thomas reviewed that the majority of
12 the Council favored Option Two. Elliott stated he could work on Option Two to further
13 increase the density. Weidenhamer stated an RFP would be created to obtain a design
14 and construction team, and construction should begin by the spring of 2018.

15 WORK SESSION

16 Council Questions and Comments:

17 Council Member Beerman attended the Coffee with Council and Mayor at the Library
18 with Mayor Thomas and Council Member Gerber and about 30 people were in
19 attendance. The major questions were about housing, energy and transportation. He
20 inquired about the applicant seeking solar panels in the Historic District. Bruce Erickson,
21 Planning Director, indicated the Planning Department wanted to ensure that the code
22 was in place and the Historic District was protected, and indicated a clause was found
23 that allowed the solar applicant to get her panels. Council Member Beerman stated he
24 attended the Planning Commission meeting where code amendments to accommodate
25 the critical priorities was discussed. He asked when the amendments would come back
26 for approval. Erickson stated the housing overlay zone would be coming in the first
27 quarter of 2017. Council Member Beerman also noted a bus route changed and the
28 residents weren't prepared, and indicated better communication needed to be provided.
29 He commended the Transit Department for their efforts in rectifying the situation.

30
31 Council Member Matsumoto indicated a resident had planned an event and Council was
32 invited, and she asked if this event would be noticed. Foster stated it would be noticed.
33 Council Member Matsumoto asked if interviews to fill a vacancy on the Historic
34 Preservation Board (HPB) had been done. Erickson indicated interviews for that
35 vacancy had been performed and things were progressing.

36
37 Council Member Worel stated she rode the trolley for the Electric Light Parade, she met
38 with the Senior Center board to discuss the relocation of the Senior Center, and helped
39 the Peace House interview for a new executive director.

40
41 Council Member Henney commented on the bus rerouting, stating the City needed to
42 have a different form of public education, and Coffee with Council and three minute
43 videos were evidence of creative ways to have public engagement. He suggested a

liaison walking door-to-door to educate people and having online open houses as other means of public outreach. He attended the Chamber board meeting, and noted people wanted to come to Park City, whether as groups or individuals, and the City needed to be prepared for that.

Council Member Gerber stated she and Mayor Thomas spoke with Ecker Hill Middle School students about their concerns. She went to the Electric Light Parade with Council Member Worel, and also attended Coffee with the Council. She attended the Planning Commission meeting, where changes to the Land Management Code (LMC) with regard to housing, transportation and energy was discussed, as well as Bonanza Park. She was invited to discuss housing by Latinos in Action at the high school. They had a great fear about housing and many had moved to Heber, although they continued to go to school in Park City because their parents were giving false addresses to the administration.

Mayor Thomas indicated he enjoyed speaking with Council Member Gerber at the Ecker Hill Middle School. He judged the Electric Light Parade and asked for more vehicles in next year's parade. He noted Coffee with Council was fun and interesting. He attended the Epic Promise at Vail, where donations were made to the non-profits in town. He attended the Historic Society meeting and stated they needed to generate money as well. He was also in attendance for the unwrapping of the new Trolley.

Consideration of Relocating the Senior Use/Program to a Shared Community Center at City Park:

Jonathan Weidenhamer, Economic Development Manager, Kim Clarke, Community Engagement for Summit County, and Craig Elliott, Elliott Workgroup, presented this item. Weidenhamer indicated the current senior facility was too small and the process for this project needed to begin now so construction could begin in the fall of 2018.

Weidenhamer stated that he spoke with the seniors and there were challenges with having the new senior center at the MARC, but the seniors felt confident that staff would be including all the amenities that were important to them.

Mayor Thomas indicated there was synergy with the library and the site at the park so he felt City Park made sense for accommodating the seniors. Council Member Worel stated the facility would be used more than two days per week, and that was a big factor in considering the location. Council Member Beerman agreed that the center should be housed at City Park. He asked if Summit County would be helping with this project. Weidenhamer stated the City provided the facility and the County provided the meals and programming. Foster confirmed that Council agreed the center would be part of the rec center at City Park and an agreement would be worked on with the County with regard to this project.

- 1 Mayor Thomas opened the meeting for public comment. No comments were given.
2 Mayor Thomas closed the public comment portion of the meeting.

3 **REGULAR MEETING**

4 **I. ROLL CALL**

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Tom Daley	Deputy City Attorney	Present
Polly Samuels McLean	Assistant City Attorney	Present
Michelle Kellogg	City Recorder	Present

5
6 **II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF**

7 Luke Cartin introduced Celia Peterson, a new employee in the Sustainability
8 Department.

9 **III. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON**
10 **THE AGENDA)**

11 Mayor Thomas opened the meeting for those who wished to address Council on topics
12 not listed on the agenda.

13
14 Rory Murphy, Sally Elliott, and others that were part of the Friends of Ski Mining History
15 were in attendance. Murphy thanked the Council for matching donated funds to help
16 preserve these structures.

17
18 Bill Humbert was concerned about taxes and conflicting goals in the City. He saw new
19 buildings going up and new projects, he voted for the open space tax, and he asked that
20 the Council work with the County to decide what the middle class people should pay for
21 rent. Then make sure that all the taxing groups don't bang up against that limit. He
22 hoped properties would be kept affordable and that taxes would be kept low so rentals
23 wouldn't keep going up.

24
25 Mayor Thomas thanked the Chamber, resorts, and voters for supporting the
26 transportation tax initiative. He also acknowledged the difficult day yesterday with the
27 funeral of Officer Eric Ellsworth, a West Valley City police officer, who died in the line of
28 duty.
29

IV. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from November 3, 2016 and November 10, 2016:

Council Member Gerber indicated the minutes of November 10, on Page 46, Line 14 of the packet should be changed to reflect her sentiment that the event hadn't grown last year.

Council Member Henney indicated the minutes of November 10, on Page 41, Line 21 of the packet should reflect the corrected name of Marth.

Council Member Worel moved to approve the City Council Meeting minutes from November 3, 2016 and November 10, 2016 as amended. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

ABSTAINED: Council Member Matsumoto (November 10, 2016 minutes)

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Exercise the (3) Three Year Contract Extension Option in a Form Approved by the City Attorney with "Republic Services" for Municipal Solid Waste and Recycling Collection Services for the Commercial/Business Sector Within the Main Street Area Including Park City Municipal Buildings for an Annual Amount Not to Exceed \$17,000 for City Facilities and \$68,000 for the Historic Park City Alliance (HPCA) Main Street Area:

Council Member Worel moved to approve the Consent Agenda. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VI. OLD BUSINESS

Update on Possible Acquisition of the Southern Portion of 1251 Kearns Boulevard (The Yard):

Weidenhamer indicated the \$60,000 earnest money for this property would go hard, so this would be the last opportunity for Council to express any concerns. The Council members had no concerns with regard to this property acquisition.

Mayor Thomas opened the meeting for public comment. No comments were given.
Mayor Thomas closed the public comment portion of the meeting.

VII. NEW BUSINESS

1. Request to Authorize the 2017 Annual Insurance Premiums to Fund Insurance Placements for Park City Municipal – Property Insurance: \$185,273.00 to Affiliated FM; Public Entity Liability Insurance: \$185,319.00 to States Self-Insurers Risk Retention Group, Inc.; Workers’ Compensation Insurance: \$201,637.27 to Workers Compensation Fund; Cyber Liability Insurance: \$44,944.20 to Beazley Insurance Co.; and Crime Insurance: \$3,950.00 to Travelers Insurance Company; in a Form Approved by the City Attorney:

Heinrich Deters presented this item because Matt Dias and Katie Madsen were not able to attend. Deters asked that Council approve the annual insurance premiums for 2017. He indicated the insurance broker, Moreton & Company, put the different insurance policies out to bid to get the best premium for the City. He noted that the annual workers comp insurance premium had decreased by \$53,000 due to fewer claims, and he credited Hugh Daniels, Emergency Manager, for implementing safety training and procedures that resulted in those fewer claims.

Council Member Worel asked what crime insurance covered. Tom Daley responded that it would cover white collar crime.

Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Henney moved to authorize the 2017 annual insurance premiums to fund insurance placements for Park City Municipal – Property Insurance: \$185,273.00 to Affiliated FM; Public Entity Liability Insurance: \$185,319.00 to States Self-Insurers Risk Retention Group, Inc.; Workers’ Compensation Insurance: \$201,637.27 to Workers Compensation Fund; Cyber Liability Insurance: \$44,944.20 to Beazley Insurance Co.; and Crime Insurance: \$3,950.00 to Travelers Insurance Company; in a Form Approved by the City Attorney. Council Member Matsumoto seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Consideration to Approve Resolution 27-2016, a Resolution Adopting the 2017 City Property Disposition List:

Heinrich Deters, Trails Coordinator, explained this list provided transparency about the properties owned or leased by the City. He noted 664 Woodside was removed from the list when the City disposed of it. The 1364 Woodside property purchased was added to the list. The affordable housing was removed from the list. The Sommer parcel was

1 also added and would be used for open space and affordable housing. A small space
2 was also acquired adjacent to the City limits for snow storage.

3
4 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
5 closed the public hearing portion of the meeting.

6
7 Council Member Worel moved to approve Resolution 27-2016, a resolution adopting the
8 2017 City Property Disposition List. Council Member Gerber seconded the motion.

9 **RESULT: APPROVED**

10 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

11
12 **3. Consideration to Approve Ordinance 2016-51, an Ordinance Approving the**
13 **Tram Tower Subdivision Located at 664, 672, and 698 Woodside, Park City, Utah,**
14 **Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in**
15 **a Form Approved by the City Attorney:**

16 Anya Grahn, Planning Department, presented this item and indicated the proposed
17 changes to the plat, which would combine two parcels. This would enable the owner to
18 develop the property.

19
20 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
21 closed the public hearing portion of the meeting.

22
23 Council Member Matsumoto moved to approve Ordinance 2016-51, an ordinance
24 approving the Tram Tower Subdivision located at 664, 672, and 698 Woodside, Park
25 City, Utah, pursuant to findings of fact, conclusions of law, and conditions of approval in
26 a form approved by the City Attorney. Council Member Beerman seconded the motion.

27 **RESULT: APPROVED**

28 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

29
30 **4. Consideration to Approve Ordinance 2016-52, an Ordinance Approving the**
31 **Second Amended Aspen Springs Ranch Subdivision Phase II Plat Amendment,**
32 **Amending Ranch Lot 3 and Lot 46, Located at 2636 and 2644 Aspen Springs**
33 **Drive, Park City, Utah:**

34 Kirsten Whetstone, Senior Planner, indicated this amendment would shift a lot line, and
35 both lots were owned by the same person.

36
37 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
38 closed the public hearing portion of the meeting.

Council Member Worel moved to approve Ordinance 2016-52, an ordinance approving the Second Amended Aspen Springs Ranch Subdivision Phase II Plat Amendment, amending Ranch Lot 3 and Lot 46, located at 2636 and 2644 Aspen Springs Drive, Park City, Utah. Council Member Matsumoto seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

5. Consideration to Continue a Public Hearing Regarding the 2nd Amendment to the Re-Subdivision of Lots No. 1 and No. 2 Silver Lake Village No. 1 Subdivision, for Goldener Hirsch Inn, Located at 7520-7570 Royal Street East, Park City, Utah:

Kirsten Whetstone, Senior Planner, stated the Planning Commission heard this request for a plat amendment last night and it would be coming before Council on December 15.

Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Gerber moved to continue a public hearing regarding the 2nd Amendment to the Re-Subdivision of Lots No. 1 and No. 2 Silver Lake Village No. 1 Subdivision, for Goldener Hirsch Inn, located at 7520-7570 Royal Street East, Park City, Utah to December 15, 2016. Council Member Henney seconded the motion.

RESULT: CONTINUED TO DECEMBER 15, 2016

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VIII. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

December 8, 2016

The Council of Park City, Summit County, Utah, met in open meeting on December 8, 2016, at 2:00 p.m. in the City Council Chambers.

WORK SESSION

Public Art Advisory Board Interview:

Mayor Thomas and the Council interviewed Elizabeth Schirf for the vacancy on the Public Art Advisory Board. Mayor Thomas stated Council would discuss the applicant's qualifications and she would be notified in the next few days.

Council Member Matsumoto moved to close the meeting to discuss property, personnel and litigation at 2:20 p.m. Council Member Worel seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

Council Member Beerman moved to adjourn from Closed Meeting. Council Member Henney seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

WORK SESSION (CONTINUED)

Council Questions and Comments:

Council Member Worel met with Rich Bullough, Summit County Health Director, and Ember Conley, Park City School District Superintendent, and Bullough indicated he was forming a Mental Health and Substance Abuse Strategic Planning Steering Committee. Council Member Worel was invited to be a part of that committee. She also met with the new management for Aspen Villas, and they were excited to have a Coffee with the Council in their community room with their residents. She estimated the event would take place in February. She attended the ribbon cutting for the new Kimball Junction Transit Center. She also noted that a donor gave 500,000 to the Park City Community

1 Foundation for the purpose of using it to increase access for sports for children up
2 through 5th grade. Council Member Worel was asked to be on the Solomon Fund
3 Advisory Committee to help oversee distributing those funds in the form of grants to
4 nonprofits, such as the MARC, to continue sports programs for the underserved.

5
6 Council Member Gerber met with a few young people in town who would like to
7 organize a millennial group in Park City, which would provide opportunities for
8 engagement for this group. Their first meeting would be on January 9th at the library.
9 She attended the Leadership party and the ribbon cutting ceremony at the Kimball
10 Junction Transit Center. She attended the collaborative meeting with Summit County,
11 as well as Sally Elliott's dinner and discussion on resolving transit problems. She also
12 attended the Park City Area Lodging Association (PCALA), where a presentation was
13 given on weather patterns.

14
15 Council Member Henney indicated he also attended the Leadership party, the ribbon
16 cutting ceremony, and the Elliott dinner. He went to the Prospector HOA meeting, and
17 stated they would be making a proposal to membership about implementing a plan for
18 the Sidewinder improvements. He also attended the joint Council meeting and felt
19 encouraged about joining forces with these entities on various projects.

20
21 Council Member Beerman attended the Shop with a Cop program and felt that was a
22 great event. He noted the City holiday party was fantastic. He and Mayor Thomas met
23 with RMP, and indicated the talks on having a clean, renewable utility facility were going
24 well. There were also smaller conversations regarding having electric car charging
25 stations and a net zero neighborhood.

26
27 Council Member Matsumoto attended the Historic Preservation Board, and asserted
28 there were five buildings they put up for an award this year. She discussed reading an
29 email about the street in front of the Brew Pub Lot being value engineered. Jonathan
30 Weidenhamer, Economic Development Manager, stated the flexible nature of the plaza
31 would still roll into the street, but the paving was valued engineered from a brick road on
32 that section of Main Street to continuing with asphalt for that section. Council Member
33 Worel indicated she looked at the November 3 staff report, and the funding for the
34 pavers for that section came out of a different budget. Weidenhamer indicated the
35 pavers would cost \$160,000 and asphalt would cost \$50,000-\$60,000, so the decision
36 was then made to go with asphalt. Mayor Thomas indicated this item should be brought
37 back to Council for further discussion.

Mayor Thomas stated he attended the Fire Board meeting and also noted he enjoyed the City holiday party.

Discuss Rocky Mountain Power (RMP) Net-Metering Proposed Changes Relating to Solar Power:

Luke Cartin and Celia Peterson, Sustainability, presented this item. Cartin reviewed the timeline for the net-metering issue. On December 9, the Public Service Commission (PSC) could rule on the proposed rate increase, but if no ruling happens, the temporary tariff would be implemented. He stated that net-metering had doubled within the last year, and he displayed some graphs that showed electricity usage compared to solar net-metering. Cartin indicated the proposed tariff would be a real disincentive for people to convert their homes and businesses to solar power. Cartin talked about the benefits of residential solar usage and asserted this was a benefit to the electric companies because it took demand off the grid. He stated there was a petition to intervene that he hoped Council would approve so that Park City would have negotiation power with PSC.

Council Member Henney asked why RMP didn't just assess a base fee to cover fixed costs. Cartin stated installing those meters would be a big cost. Council Member Beerman stated RMP admitted solar was the energy of the future, and this charge would set back the progress with solar energy statewide. He hoped the City would take a hard line on this issue. Cartin stated the proposed petition would guarantee the City had a say with PSC.

Discuss Main Street Storefront Enhancement Program Land Use Controls:

Hannah Turpen, Planner, and Jonathan Weidenhamer, Economic Development Manager, presented this item. Turpen stated a business inventory was taken of the City. She reviewed the history of retail mix discussions, and then indicated the proposed storefront enhancement program would consist of Historic District protections, design guidelines for Historic Districts, a shared economy model and the cultivation of incubator space, LMC Regulations, and future RDA potential.

Weidenhamer stated the Historic Park City Association (HPCA) had mixed feelings on chain stores being on Main Street. Council Member Gerber asked if a store would not be considered a chain if a local person owned a franchise. Turpen indicated that a franchise of a chain store would be considered a chain. She indicated historical integrity was a big concern for staff, and proposed some changes to the code for retail mix, including a 50 foot maximum storefront width for Main Street. The shared economy model, which would house up to three businesses in one building, would also be

1 promoted. She looked for direction from Council so these changes could be
2 implemented into the code.

3
4 Council Member Gerber asked if the design guidelines would apply to buildings such as
5 205 Main, which was a larger building and not the typical 50 foot width of a storefront.
6 Turpen stated the design guidelines would address that. Council Member Beerman
7 stated the problem was not an issue of vibrancy, but was in fitting in with the character
8 of the street. Council Member Henney stated a vague definition had been given, but the
9 rhythm and scale of Main Street was what people saw and felt when they looked in
10 and/or entered a store. He didn't want to lose character and soul. Bruce Erickson
11 wanted the design to be unique; not the same experience people would have in a mall.
12 He wanted to manage a potential threat to the district, but not manage the current
13 condition. Turpen stated less than 10% of construction had storefronts that were less
14 than 50 feet. Council Member Matsumoto asked if one owner could have two storefronts
15 with different facades with the inside being the same store. Turpen indicated that could
16 be a possibility.

17
18 Mayor Thomas felt the 50 foot storefront width limit was appropriate, and felt the inside
19 of the stores should be different as well. Council Member Worel agreed and asked if
20 historic guidelines applied for Main Street and Heber Avenue, as well as for Swede
21 Alley. Erickson stated the Historic District guidelines would apply to both areas, but the
22 50 foot storefront width restriction would not apply to Swede Alley. Council Member
23 Worel thought Swede Alley needed some redevelopment and she didn't want this to tie
24 the hands of the City for future development on Swede Alley. Erickson indicated
25 housing on Swede Alley would not be prohibited and microbusinesses would be
26 encouraged.

27
28 Council Member Gerber stated conventional stores now had pop up stores and asked if
29 there was anything the City could do to prevent that. Erickson did not think the City
30 could do anything to prevent that. Council Member Beerman disclosed he was a
31 commercial property owner and landlord on Main Street, and he stated he supported
32 this program, but thought chain stores in this area should be set at a certain percentage.
33 Erickson proposed this study be included as an addendum to the General Plan, then the
34 intent would be established and regulations could be set based on those intentions.
35 Council Member Matsumoto agreed that another mechanism besides storefront width
36 should be included with this proposal.

1 Council Member Gerber favored pop ups for small businesses, but noted that usually
2 small businesses didn't have the money to have their own space. Erickson explained
3 the pop ups would combine with others to rent a storefront. He also indicated that
4 regulations were being formed to add time limits for dark storefronts. Council Members
5 Henney and Worel agreed with Council Members Beerman and Matsumoto on further
6 regulations.

7
8 Harrington stated staff would try to delineate additional options, but indicated the more
9 direct the restrictions, the more chance of being challenged.

10
11 **Discuss Scope of Request for Proposals for a Community Center at City Park:**

12 Jonathan Weidenhamer, Economic Development Manager, Kim Clarke, Summit County
13 Community Engagement Specialist, and Ken Fisher, Recreation Manager, presented
14 this item. Weidenhamer stated the new rec center would include the summer rec
15 programs and the senior center. The next step would be to create a site design.

16
17 Council Member Matsumoto asked that other community groups be allowed to use the
18 building as well, and hoped the building could be programmed. Clarke stated when they
19 started the outreach, many comments were given requesting that the space be used to
20 allow for parties, art shows and other events.

21
22 Council Member Worel asked if it was the responsibility of the design team to reach out
23 to these other groups. Weidenhamer indicated the design team would do some
24 outreach and the City would determine what it could help with as well. Foster stated she
25 knew the budget was limited and so the scale should start a little narrow before
26 outreach began. Council Member Beerman stated the most important community needs
27 should be considered for this project: seniors, affordable childcare and summer rec
28 programs.

29
30 Council Member Gerber acknowledged the coffee shop at the library was a community
31 gathering spot and she agreed that the uses for the new rec center should primarily
32 focus on the above mentioned three groups.

33
34 Council Member Beerman asked if this location was a viable place for a year-round
35 daycare. Fisher explained that the summer day camp would conflict with the daycare,
36 so if a daycare was desired, it might have to be a school year daycare. Mayor Thomas
37 indicated that the Latino community had a need for a community center and this center
38 might accommodate that need.

Council Member Worel asked what would be in the space during the other nine months of the year when the summer camp program was over. Fisher stated fitness programs, dog obedience training, and other classes. Council Member Henney was in favor of proceeding with the scope, and he agreed with Council Member Beerman that the scope shouldn't be too broad. The building priority should be to accommodate the senior and summer rec programs, and then keep alternative programs in mind if they fit in with the schedule.

Mayor Thomas felt that before design began, there should be a firm sense of all the programs that would be using this building. Council Member Henney thought the building should be designed for those two groups and others could use the space if it worked for them. Council Member Matsumoto wanted a flexible space that many groups could use. Mayor Thomas felt more time was needed so some of the Council could work with staff to come up with a more specific design. Kim Clarke noted that in her outreach, she heard that people preferred a flexible space, maybe a large room with dividers for smaller room needs.

Council Member Gerber thought the focus should be accommodating the seniors and summer camps, but it should be flexible as well. Council Member Worel asked if there would be a scope for programming, asserting that a decision needed to be made regarding what was most efficient and flexible for the space. Weidenhamer reviewed that the two program needs would be designed with flexibility included.

Fisher stated the building would be 16,000 feet without a basement, but with a basement it would be 22,000 feet. Weidenhamer noted that it was decided the basement wasn't needed, because there would be storage space at the new Public Works facility. Mayor Thomas stated staff and Council needed to be more specific so the architects could receive clear direction. Council Member Beerman suggested forming a subgroup consisting of the Mayor and a Council member to work with staff on the specifics. The Council agreed to form a subgroup. Council Member Worel offered to be on that subgroup with Mayor Thomas. The Council agreed to her offer.

Discuss the Proposed Development of an Arts & Culture Master Plan:

Jenny Diersen, Staff Liaison to Arts & Culture and the Public Art Advisory Board (PAAB), and Hadley Dynak, Park City/Summit County Arts Council Executive Director, presented this item. Diersen reviewed the history of arts and culture in the City, including an opera house in 1887, the Egyptian Theatre which had been in the City over 90 years, the Arts Festival, and Sundance Film Festival. She noted there were 20

1 nonprofits in the arts and culture industry. A steering committee was formed to study the
2 Arts and Culture Initiative, and the Arts Council worked to have collaborations with arts
3 and culture programs. Diersen indicated the work of the committee brought a realization
4 of a need for an Arts and Culture Master Plan.

5
6 Dynak stated there was a need to provide a structure, focus, and direction for a clear
7 path forward with regard to arts and culture. There were many strong organizations and
8 programs that promoted arts and culture within the community, and she felt a master
9 plan would bring all the elements of arts and culture together. She asserted there would
10 be four key outcomes from a master plan. It would analyze data, including the economic
11 impact from these events, it would be a means of community engagement, it would
12 identify collective priorities (the local artisans, the nonprofits, employees of
13 organizations, etc.), and it would be a way to look to the future to help the community
14 become stronger and more creative.

15
16 Diersen recommended moving forward with developing options of scope for a
17 collaborative master plan. The current steering committee, with the support of the Arts
18 Council would be charged with developing options of a scope.

19
20 Council Member Henney asked why arts and culture stated they were struggling, when
21 they had a \$6.5 million budget. He hoped a master plan would break down that number.
22 Council Member Worel stated there were many in the community who weren't in
23 recreation that felt left out, so this could be inclusive to other groups in the community,
24 especially the youth. She was in favor of the master plan.

25
26 Council Member Matsumoto asked if the master plan would be administered under the
27 Summit County Arts Council. Diersen stated it would be done in collaboration with the
28 Arts Council, but the steering committee would still be involved. Council Member
29 Matsumoto asked what the funding of the master plan would include and who the
30 participants would be. Diersen stated she would come back to update Council when the
31 details were firmed up.

32
33 Council Member Beerman favored the master plan and favored that the funding come
34 from the Summit County Arts Council, Park City, nonprofits and others. Council Member
35 Gerber was in favor as well and hoped the master plan would also be a needs
36 assessment. She heard what the nonprofits wanted, but hadn't heard what the
37 community wanted.

Mayor Thomas opened the meeting for public input.

Teri Orr commented that the group had worked very hard, and now there was clarity on how to get started.

Mayor Thomas closed the public input portion of the meeting.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

Mayor Thomas opened the meeting to any who wished to address the Council on items that were not on the agenda.

Bob Wheaton, Deer Valley General Manager, thanked the City staff and especially those in the Water Department, for their expertise and assistance.

IV. NEW BUSINESS

1. Consideration to Approve Resolution No. 28-2016, a Proclamation Memorializing December 11th as 'Stein Eriksen Day':

Mayor Thomas stated Stein Eriksen was an amazing individual who contributed so

much to the community and the ski industry. Heinrich Deters indicated Jim Gattis, Jordan Eriksen, and Francois Eriksen were in attendance. He reviewed that in researching a day to honor Stein Eriksen, it was discovered that Governor Leavitt had already decreed December 11th as Stein Eriksen Day in 2001.

Bob Wheaton invited all to come and ski on Sunday in their best Norwegian dress. At the restaurants, there would be Norwegian fare, and at 3:00 p.m., a presentation would be held outside the restaurant, and a plaque would be unveiled. He thanked Council for their support of Stein Eriksen.

Jim Gattis stated without Stein, the Youth Sports Alliance could not have raised \$2 million. Jordan Eriksen thanked the Council for remembering his father and Francois also thanked Council for remembering Stein.

Mayor Thomas read the proclamation. He then opened the public hearing for any who had comments. No comments were given. Mayor Thomas closed the public hearing.

Council Member Henney moved to approve Resolution No. 28-2016, a proclamation memorializing December 11th as 'Stein Eriksen Day'. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Consideration to Approve the Special Event Temporary Alcoholic Beverage License Applications Listed in the Packet for Operation During the 2017 Sundance Film Festival:

Beth Bynan, Business License Administrator, presented this item. She requested approval for the applicants listed in the packet for liquor and CSL licenses during Sundance.

Mayor Thomas opened the meeting for public input. No comments were given. Mayor Thomas closed the public input portion of the meeting.

Council Member Henney moved to approve the Special Event Temporary Alcoholic Beverage License Applications for operation during the 2017 Sundance Film Festival. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

V. ADJOURNMENT

VI. HOUSING AUTHORITY MEETING

ROLL CALL

Attendee Name	Title	Status
Jack Thomas	Chair	Present
Andy Beerman	Committee Member	Present
Becca Gerber	Committee Member	Present
Tim Henney	Committee Member	Present
Cindy Matsumoto	Committee Member	Present
Nann Worel	Committee Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

1. Consideration to Amend the Affordable Housing Mitigation Plan for the Medical Campus at IHC Park City Medical Center:

Rhoda Stauffer, Affordable Housing Specialist, Anne Laurent, Community Development Manager, Morgan Bush, IHC, and Doug Clyde and Jane Patton, Peace House, presented this item. Stauffer stated she realized that the housing obligation agreements were between Park City and IHC. The affordable housing need in the City had increased and the discussion tonight would focus on building affordable housing units. She indicated Rich Bullough, Summit County Health Director, had called in because he could not make it tonight, but supported this offer by IHC to provide a cash donation to the Peace House as fulfilling part of its employee housing obligation.

Morgan Bush indicated that IHC was a healthcare provider and not a developer, so they would have to work with other parties to meet their affordable housing requirements. He noted that the City approached IHC in the past about constructing senior facilities or The Peace House in order to meet their affordable housing obligation. He thought there was an opportunity to meet their obligation, but staff told him they would not recommend that this proposal be approved. He was also told the IHC affordable housing obligation

1 would fund affordable housing for its employees. He asked if the specific housing
2 requirement for employees was true, if housing needed to be on the medical campus,
3 and would an assisted living center on the campus fulfill the requirement.

4
5 Doug Clyde, Peace House, displayed a slide presentation of the proposed Peace
6 House layout and its goals. Patton thanked the Housing Authority for listening to their
7 proposal and she hoped they would see the unique opportunity for this project. She
8 stressed this was an affordable housing project because it included two employee units.
9 Stauffer noted the original plan was to house one employee and the new plan proposed
10 two employee units, bringing the total to 22.

11
12 Council Member Worel remembered that Tanger Outlets donated \$1 million for
13 transitional housing. Stauffer stated that housing option had already been considered.
14 Council Member Worel asked if everything but the employee units was already funded.
15 Clyde said the employee units, childcare and open space still needed to be funded.

16
17 Council Member Henney asked if there was a charge for the Peace House units. Patton
18 indicated emergency housing was no charge, but those living in transitional living units
19 would be charged according to income. At the completion of their time at Peace House,
20 a portion of that fee would be returned to the renters so they could use it as a security
21 deposit/down payment on long-term housing. Council Member Henney asked if the
22 project was energy efficient. Clyde responded that the building would be very energy
23 efficient. They had ground source heat pump wells for this project, which cost close to
24 \$1 million. Council Member Henney asked Stauffer for more information on the IHC
25 employee housing requirement. Stauffer stated IHC was an employee generator and
26 she used that as a comparison. Harrington explained there was a 20% employee
27 generation goal, meaning 20% of employees should live within the City limits. Foster
28 also noted that IHC employees had dibs on the Ivory Homes affordable housing units.

29
30 Mayor Thomas opened the public hearing.

31
32 Roger Armstrong, Summit County Council member, stated affordable housing was a
33 difficult issue. He felt this was an opportunity that would benefit so many people who
34 were at risk of losing their lives. This would also address those who had mental health
35 issues. He indicated he knew the concern was that this was transient housing, but
36 Peace House offered housing to families for up to two years, so this was a different type
37 of transient housing. He also stated this donation would be covering two employee
38 housing units and he asked the Council to consider approving this request.

1 Council Member Matsumoto clarified that if this request was approved, IHC would still
2 have a 3.75 Affordable Unit Equivalent (AUE) affordable housing obligation. Council
3 Member Gerber stated IHC employee housing was not required, but IHC should want its
4 employees living nearby. She would like to see 20% of IHC's employees living in the
5 community. She also asked where the Peace House residents would go when they
6 transitioned out of its housing. She felt providing two units in exchange for 7 AUEs was
7 not a fair trade.

8
9 Council Member Matsumoto did not think the onsite employee units should be there.
10 The families would feel isolated and trapped in Peace House. Council Member Henney
11 stated this was a form of housing for community members who were mostly the City's
12 workforce, and he favored IHC's support of Peace House and indicated he would
13 consider this request. Council Member Beerman indicated the City showed its support
14 with crediting IHC 12.5 units, but he hesitated giving up workforce housing units. He
15 hoped Peace House could find funding from another source.

16
17 Council Member Worel stated this was a difficult decision. She favored trading unit for
18 unit, but struggled trading housing for other services. Council Member Gerber agreed.
19 Council Member Henney asserted he could support Alternative Three in the staff report,
20 which allowed a partial fulfillment for the two employee units added in the most
21 recent design iterations. The employee units would total 2.42 AUEs (\$344,758). Mayor
22 Thomas expressed that he and the Council could all support Alternative Three.

23
24 Clyde stated Alternative Three was not an option because Peace House could not build
25 the employee units without the entire donation. He stated helping with the five units
26 would be good. Patton explained there were currently 27 employees of Peace House.
27 Most of them were part time because this was a 24/7 facility. Only one lived in Park
28 City. She felt the employee housing was a good way to go, but a way to fund the project
29 needed to be found.

30
31 Council Member Matsumoto asked when the fee in-lieu housing payment would be
32 increased. Stauffer stated that number would increase to 229 on January 5, 2017.
33 Council Member Beerman offered to meet in the middle with implementing the higher
34 fee and offering IHC a greater credit than the 2.42 credit.

35
36 Council Member Beerman moved to continue the request to amend the Affordable
37 Housing Mitigation Plan for the Medical Campus at IHC Park City Medical Center to a
38 date uncertain. Council Member Henney seconded the motion.

RESULT: CONTINUED TO A DATE UNCERTAIN

AYES: Committee Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Park City Heights Subdivision Update:

Anne Laurent, Community Development Manager, Rhoda Stauffer, Affordable Housing Specialist, and Spencer White, Consultant for Ivory Homes, presented this item. Laurent talked about Ivory Homes' affordable housing requirements being divided into three categories: townhomes, park homes and cottages. It was requested to increase the prices of the Park Homes and Cottages and decrease the price of the townhomes, so that the townhomes were more affordable. She noted that the square footage for these units was bigger than other projects, ranging from 1500-2500 square feet per unit. The goal would be to release the first 10 homes to the applicants because the prices were in the approved range. The 10 homes would consist of 4 townhomes and 6 park homes.

Council Member Matsumoto was in favor of the homes and pricing as presented.

Council Member Gerber asked that the columns of the pricing chart be explained.

Laurent stated Column One was the pricing presented in October. Column Two was the affordable price limit. Column three was the current price offered for sale. The townhomes were priced lower than the limit and the park homes priced above the limit but the total was averaged to the same outcome. Council Member Beerman asked how the price limit figures were reached. Harrington stated that the formula was identified in the 1999 and 2007 resolutions, 17-99 and 20-07. Council Member Beerman stated these figures looked way above affordable. Laurent stated per Resolution 17-99, these would be considered affordable. Stauffer stated there was a proposal to change the formula, in order to not focus as much on Area Median Income (AMI). White stated this pricing would be set, and Ivory wouldn't go up unless they had to. Chris Gamvroulas, Ivory Homes President, stated if AMI went up, or if construction prices and wages went up, the home prices would go up. Foster stated Ivory Homes could come back every year to change the home prices based on AMI and workforce wages, so if AMI didn't change, the pricing shouldn't change.

Council Member Beerman indicated this pricing was not binding, but only a guideline.

Gamvroulas stated there were 14 units affordable and one market rate home that were built or near completion, and he felt Ivory Homes had arrived at a reasonable compromise with the City. Council Member Worel asked if the housing plan had an eight year schedule or was the schedule flexible. Harrington stated there was a phasing

1 process. Laurent indicated the City was not required to release a market rate home until
2 an affordable home was released.

3
4 Council Member Henney asked how the two resolutions resulted in an affordable
5 housing limit of \$409,501. Stauffer noted the AMI was \$88,000. Council Member
6 Henney expressed his frustration with the delays for this project, but he agreed with the
7 pricing and wanted to move forward. Council Member Beerman stated in retrospect
8 things should have been done differently, but he wanted these houses released.
9 Council Members Gerber, Matsumoto and Worel agreed. Mayor Thomas thanked staff
10 for getting to this point.

11
12 Laurent asked for direction. The Council agreed to release the first 10 units.
13 Gamvroulas stated Ivory Homes would move forward and hoped Council would approve
14 this with the housing mitigation plan at the next meeting. Council Member Worel asked
15 that the mitigation plan be included in the Council packet for next week. Harrington
16 stated the plan with the amendments would be included in the packet.

17
18 **ADJOURNMENT**

19
20 With no further business, the meeting was adjourned.

21
22
23

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

December 15, 2016

The Council of Park City, Summit County, Utah, met in open meeting on December 15, 2016, at 2:00 p.m. in the City Council Chambers.

Council Member Beerman moved to close the meeting to discuss property, personnel and litigation at 2:00 p.m. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

Council Member Henney moved to adjourn from Closed Meeting. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

WORK SESSION

Council Questions and Comments:

Council Member Worel attended the Stein Eriksen event, the joint meeting with the School Board and County Council, and noted she would be attending a meeting with Ember Conley, School District Superintendent, Rich Bullough, Summit County Health Director, and Ollie Wilder, Park City Community Foundation, to discuss the next steps with the Communities that Care program and next steps with mental health. She attended the Board of the Senior Center, and noted they were excited the site had been selected, and they also expressed concern about sharing the facility with children. She attended the Public Art Advisory Board (PAAB), and indicated they would begin the visioning process in January. She attended the Arts Council meeting as well. She volunteered at Operation Hope with the Christian Center, which provided Christmas for 450 underserved families, of which 1,500 were kids. People donated gifts and then the underserved parents could 'shop' for their own children and choose gifts from among the donated items.

1 Council Member Matsumoto attended the joint Council meeting and the Sewer Board,
2 which approved its budget for next year. She also indicated that her grandson had been
3 born today.

4
5 Council Member Beerman attended the Utah League of Cities and Towns (ULCT)
6 meeting, and indicated they were revamping their financial policies. He thanked Cartin
7 for his work with Rocky Mountain Power (RMP) and the Public Service Commission
8 (PSC) in delaying the new rate schedule for net-metering. He also noticed a vehicle
9 idling surge due to the colder weather and requested increased enforcement.

10
11 Council Member Gerber attended the joint Council meeting. She expressed her
12 appreciation to City staff for creating events for children during the holiday school break.
13 She met with the Youth City Council, and indicated they were working out scheduling,
14 planning a service project and would be going to Capitol Hill on January 25th. She also
15 attended the Planning Commission meeting, where Treasure Hill and the Kimball
16 renovation were discussed.

17
18 Council Member Henney attended the joint Council meeting. He noted it was great to
19 see the response of government and thanked staff for planning holiday activities. He
20 and some staff met with a concerned citizen regarding the in-lieu parking fee program.
21 He attended the Summit Mosquito Abatement District meeting. Council Member Henney
22 indicated a letter was received by the Mountain Trails Foundation which expressed
23 appreciation for the well maintained trails and the off-leash dog program, noting dog
24 owners were taking extra care to keep their dogs under control. He also met with Sarah
25 Pearce and talked about using Sundance's platform to discuss the City's net zero
26 carbon initiative.

27
28 Mayor Thomas indicated meeting with concerned residents over the last two weeks had
29 shown the amazing work from the City staff. He and Council Member Gerber attended
30 McPolin Elementary and read a book to the students. He attended the Park City Unidos
31 meeting, the Stein Eriksen event, and the joint Council meeting. He also met with Moe
32 Hickey, Park City Education Foundation, about the clothing needs of students in the
33 community. He and Council Member Henney judged the Gingerbread House
34 competition with at the library as well.

35
36 Foster asked if the majority of Council wanted to support increasing idling enforcement.
37 The Council was in support of accelerated enforcement .

38
39 **Request to Authorize the Transit Department to Place an Order for Three (3) New**
40 **Clean-Burning Diesel Buses with Gillig LLC:**

41 Blake Fonnesbeck, Transportation Operations Manager, Darren Davis, Transit, and
42 Luke Cartin, Sustainability, presented this item. Fonnesbeck noted this request was
43 overdue per the bus replacement schedule. He explained that the technology for electric
44 buses was not at the level needed to have a complete fleet of electric vehicles. In an

1 emergency, the department would not be prepared to keep the electric buses charged.
2 The three proposed buses were clean burning diesel, and he hoped they would be the
3 last diesel buses the City would order. With regard to the electric buses, the City would
4 be the first in the state to have a BRT with electric buses. He noted these diesel buses
5 needed to be ordered now so they could be received by February, 2018.
6

7 Council Member Worel stated it was wise to have a mix of electric and fuel buses. She
8 asked what the perfect mix would be. Fannesbeck stated one third to one half of the
9 buses should be diesel until the battery technology advanced. By 2021, he hoped that
10 only a quarter of the fleet would be diesel.
11

12 Council Member Beerman felt the City should be stepping up and ordering the electric
13 buses because of its ambitious net zero goal. He recommended holding off on this order
14 until the electric buses were in operation, then more electric buses could be ordered if
15 the ones in operation were satisfactory. Fannesbeck was hesitant to delay this order
16 because the current buses would be so worn out. Cartin stated the emissions of the
17 clean diesel was the same as natural gas, and he felt the risk of bus maintenance would
18 be increased by delaying this order. Fannesbeck stated another concern was that the
19 transportation critical priority included more hours and routes with the buses, so this
20 order was a necessity. He added that this order had already been delayed by a year.
21

22 Council Member Gerber asked if the battery life would evolve sufficiently in the next
23 year and a half to make the order of electric buses feasible. Fannesbeck indicated the
24 waitlist for electric buses would take two or three years. She asked if there were
25 opportunities to rent or lease buses during the City's peak periods. Davis stated Lewis
26 Stages rented buses, but their buses weren't compatible with the Park City experience.
27 Fannesbeck noted that UTA and Logan used all their buses, so that wouldn't be an
28 option.
29

30 Council Member Worel asked if new engines could be bought for the older buses.
31 Fannesbeck stated this was a possibility but the other parts of the buses were worn out
32 from corrosion. Council Member Matsumoto stated it was important to be energy
33 conscious, but this order had already been delayed and she supported this order.
34 Council Member Henney agreed with Council Member Beerman on the policy side of
35 this issue, and noted Transit was doing the responsible thing by wanting to make this
36 order. He was torn on this issue because he didn't want to order more diesel buses, but
37 he knew Transit needed to keep the bus routes going. He supported this order, but
38 wanted this to be the last diesel order.
39

40 Council Member Beerman stated the City had a great fleet and a good mechanic staff
41 and he didn't want to take a conservative route. Fannesbeck stated the buses didn't
42 have to stay in the City for the full 12 years; they could be traded out at any time so
43 room could be made for electric buses. Council Member Gerber supported ordering the
44 three clean burning diesel buses, and hoped they could be traded as soon as possible.

1 Mayor Thomas agreed with Council Member Beerman that the City should hold out on
2 the order until the electric buses could be tested.

3
4 In response to a question about funding, Fonnesbeck indicated that grants were only
5 obtained to replace vehicles that were at least 12 years old. If a bus was traded early,
6 the City would pay 20% plus the value still attached to the bus that was sold, and the
7 grant would pay the remainder for the new bus.

8
9 Council Member Worel thought the City would be taking a step backwards to order
10 these clean burning buses and favored waiting until the electric buses were tested.

11
12 The majority of the Council approved the request to order the clean burning diesel
13 buses. Foster noted the buses would be traded as soon as possible.

14
15 **Affordable Housing Update - 2016 Housing Needs Assessment:**

16 Rhoda Stauffer, Affordable Housing Specialist, and Anne Laurent, Community
17 Development Manager, presented this item. Laurent reviewed the results of the needs
18 assessment. A key finding for future planning was the need for rental units for those that
19 fell into two income categories: those that earned less than \$26,500, or less than 30%
20 Area Median Income (AMI), and those that earned more than \$70,848, or more than
21 80% AMI. Another finding was the need for a reduction in commuters to the City, which
22 was approximately 68% of the City's workforce. The next steps would be to begin
23 surveys for City employees, other major employers, Main Street businesses, the School
24 District and County government. A survey of rental waiting lists and affordable buyer
25 lists would be collected, a financial analysis of the most effective use of City resources
26 would be performed, and an updated five-year Affordable Housing Plan would be
27 compiled and adopted by June, 2017.

28
29 Council Member Matsumoto noted the staff report indicated there were no for-sale units.
30 Stauffer stated that should be marked as a need as well. Council Member Matsumoto
31 felt if Park City was to be a complete community, it needed the middle income families
32 as well. Council Member Worel asked if the strategy included continuing to upgrade the
33 existing units so they could stay in the affordable housing mix. Stauffer was unsure
34 about the life of the existing units, noting some of the units had already been completely
35 updated once.

36
37 Council Member Gerber expressed concern that the City had only grown by 1% over
38 the past 15 years. She also asked if nightly rentals had affected the City's rental
39 inventory because she noticed the turnover from seasonal rental units to nightly rentals
40 had increased. Foster asked for questions from the Council, and indicated this was the
41 first in a series of meetings to make Council aware of the affordable housing needs of
42 the City.

1 Council Member Beerman stated national trends showed that the nightly rentals were
2 having an effect on workforce housing and he would like to see what the trends were,
3 how extensive nightly rentals were now, and where the trends were headed.

4
5 Mayor Thomas was interested in the evolution of the accessory apartment within the
6 affordable housing unit and asked if there was some way to amplify the rental unit
7 without undermining the sale of the affordable unit, so as to keep the money flowing into
8 other projects.

9
10 **Discuss a Possible Merger Between Park City Police Department (PCPD) and**
11 **Summit County Sheriffs Office (SCSO) Dispatch Centers:**

12 Chief Carpenter, Lieutenant Ryan, Sheriff Martinez, and Jed Briggs, Budget Manager,
13 presented this item. Chief Carpenter explained legislation had changed which pushed
14 the City into merging its Dispatch Center with the County. Foster noted Maggie
15 Peterson and many dispatchers were in attendance tonight.

16
17 Briggs indicated staff recommended that the City's Dispatch be fully integrated with
18 Summit County Dispatch and he sought the Council's feedback and approval to move
19 forward with an agreement. He displayed a PowerPoint presentation and noted that
20 95% of the calls received by the City Dispatch were not emergency calls. Chief
21 Carpenter stated one unique aspect of this issue was that there was a separate fire
22 district so medical calls were routed differently because of this separation.

23
24 Briggs reviewed that Park City Dispatch was considered a secondary Public Safety
25 Answering Point (PSAP), so it was not eligible for grant funding. Chief Carpenter stated
26 the level of service would not change if Dispatch transferred to the County. Sheriff
27 Martinez indicated he was heavily invested in this change and wanted the community to
28 feel comfortable that the level of service would be maintained. Chief Carpenter stated
29 the Memorandum of Understanding (MOU) would specify the levels of service. Council
30 Member Matsumoto was concerned with losing local control. Chief Carpenter stated the
31 MOU would be a living document, and changes could be made as needed. He also
32 asserted this was a massive investment and so this process could not be reversed
33 because there would no longer be financial help. Harrington stated a term would be
34 decided and included in the final agreement.

35
36 Chief Carpenter gave an example of miscommunication to officers on a call, which
37 resulted from multiple remote dispatch centers all trying to gather information and relay
38 it to the officers. Sheriff Martinez asserted that when emergency calls come into the
39 County Dispatch concerning a Park City incident, the dispatchers are required to gather
40 enough information before transferring it to Park City. In the meantime, time is ticking
41 away, delaying response.

42
43 Briggs indicated the City wanted to enter into an interlocal agreement to pursue the
44 MOU. Sheriff Martinez noted a multijurisdictional board would be formed with members

1 from Park City, Summit County, the Fire District, Highway Patrol, and the Division of
2 Wildlife Resources. Mayor Thomas asked if the board would report to the County, the
3 City, or both. Chief Carpenter indicated a summary report of the meetings could be
4 distributed to both entities, but the Sheriff would have the control over the decisions
5 made by the board. Foster noted a grievance procedure could be put in place so that if
6 the City was unhappy with the direction that Dispatch was going, there would be a path
7 to voice opposition.

8
9 Council Member Beerman indicated the timing was fortunate because the two entities
10 worked so well together. He also felt the merger would make Dispatch more efficient.
11 Chief Carpenter concurred and indicated service would be enhanced with this merger.
12 Council Member Worel supported this merger for the safety of the officers, but
13 expressed concern with regard to the plan for integrating the dispatchers into Summit
14 County. She hoped to hear more details as this process unfolded.

15
16 Mayor Thomas thought the board should be considered carefully so the entities' role
17 would not be diminished. He opened the meeting for public comment.

18
19 Jacob Black, a dispatcher, stated Summit County covered a large area. Park City
20 dispatchers handled many calls that needed good customer service and he feared
21 Summit County would not give the attention to these calls that they deserved.

22
23 Ashley Tims, a dispatcher, felt the combined dispatch service would be good, with a
24 better flow of communication. But she thought some technicalities had been missed
25 because dispatchers had not been included in the conversations regarding this merger.
26 She was concerned for officer safety, and recommended that having a member of
27 Dispatch on the board would be beneficial.

28
29 Foster stated integrating the dispatcher into the internal process of the merger would be
30 beneficial and thought that was a good suggestion.

31
32 Mayor Thomas closed the public comment portion of the meeting.

33
34 Council Member Beerman noted some communities used a 311 system for internal
35 issues, and he wondered if this had been discussed. Chief Carpenter stated that most
36 311 calls would be told to call Dispatch so service could be reached and employed.

37
38 Foster stated the County planned to continue responding to those customer service
39 calls. Sheriff Martinez stated he was sensitive to Park City, and he and others had done
40 everything possible to make the merger seamless.

41
42 The Council members agreed to move forward with the merger process.
43

1 **REGULAR MEETING**

2 **I. ROLL CALL**

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

3
4 **II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF**

5
6 Alfred Knotts introduced a new hire, Matt Hartnett, who would be working in the
7 Transportation Planning Department. Mayor Thomas welcomed him.

8
9 **Presentation of the 2015 Historic Preservation Award to the Commercial Building**
10 **at 562 Main Street:**

11 Anya Grahm, Planner, unveiled the 2015 Historic Preservation award, which was
12 presented for the 562 Main Street commercial building. David White, HPB chair, stated
13 the artist was Cara Jean Means. He indicated this was an historic landmark, and
14 reviewed that one project was chosen per year for an artist's rendering. He noted that
15 for 2016, the California Comstock Mill was chosen, along with several other honorable
16 mentions.

17
18 **Staff Communications Reports:**

- 19 • **Transportation Related Community Outreach and Engagement:**
20 • **Winter 2017 Traffic Management Plans Update:**
21

22 **III. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON**
23 **THE AGENDA)**

24 Mayor Thomas opened the meeting for any who wished to address the Council on items
25 not listed on the agenda. No comments were given.
26

27 **IV. APPOINTMENTS**
28

1. Consideration to Approve the Appointment of Elizabeth Schirf to Fulfill a Vacant Term on the Park City Public Art Advisory Board (PAAB) that Will Expire in June of 2019:

Jenny Diersen, liaison for PAAB presented this item. She reviewed that the Council recommended that Elizabeth Schirf be appointed to fill the vacancy on this board.

Council Member Gerber moved to approve the appointment of Elizabeth Schirf to fulfill a vacant term on the Park City Public Art Advisory Board (PAAB) that will expire in June of 2019. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

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

Mayor Thomas opened the meeting to any who wished to address the Council on items that were not on the agenda. No comments were given.

VI. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from November 17, 2016 and November 22, 2016:

Council Member Henney corrected the November 17 minutes on Packet Page 117, Line 40, saying the Trails program should be Mountain Trails Foundation, a local nonprofit.

Council Member Beerman moved to approve the City Council meeting minutes from November 17, 2016 and November 22, 2016 with the aforementioned amendment. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VII. CONSENT AGENDA

1. Request to Approve the Comprehensive Annual Financial Report and Formally Accept the Audit for the Fiscal Year Ended June 30, 2016:

Council Member Matsumoto moved to remove Item One from the Consent Agenda. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

Rebecca Gillis explained that one line on Page 308 of the report, "*The City did not have any state funding classified as a major program for the year ended June 30, 2016,*" was removed. Council Member Beerman noted that three Council members' terms were cut short by a year.

Council Member Matsumoto moved to approve the Comprehensive Annual Financial Report and formally accept the audit for the fiscal year ended June 30, 2016 as amended. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Request to Authorize the City Manager to Enter into a Contract, in a Form Approved by the City Attorney, for Closed Circuit Video (CCV) Upgrades to the Park City Municipal Athletic and Recreation Center (PC MARC) in an Amount Not to Exceed \$74,209.00:

3. Request to Accept a Public Donation, in the Form of a Memorial Bench, to be Placed on the Sandstone Cove Open Space Parcel, Located on the Southern Aspect of Quarry Mountain:

Council Member Worel moved to approve Items Two and Three on the Consent Agenda. Council Member Matsumoto seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VIII. OLD BUSINESS

1. Consideration to Approve Part Two of the 2017 Sundance Film Festival Supplemental Plans - Overall Approval Including Traffic Mitigation and Circulation Plans and Community Outreach Plans and Services Agreement and Contract in a Form Approved by the City Attorney:

Sarah Pearce and Tina Graham, Sundance Institute, and Jenny Diersen and Dave Gustafson, Special Events, presented this item. Diersen reviewed the approved changes from the last meeting, and noted the festival would include a climate discussion and the City's efforts to combat the climate change. Diersen explained the plan for community outreach with regard to rules of the road, Old Town door-to-door

1 outreach, transportation mitigation, increasing signage, and translating information into
2 Spanish. Knotts asserted his department was diligently working to push public transit,
3 carpooling, avoiding busy times, trip chaining, countywide coordination and outreach.
4

5 Pearce expressed her appreciation to staff and thought all they did was amazing.
6

7 Council Member Henney asked if the merchants on Lower Main expressed concern with
8 regard to the road closure. Graham stated there was acceptance and they were happy
9 with the road closure plans. Council Member Henney suggested incentivizing carpooling
10 from Richardson Flat, such as offering a premium parking spot for the carpool vehicle.
11 Knotts stated last year gift cards were used as incentives to carpool.
12

13 Council Member Gerber appreciated the shortened dates for the road closures, but was
14 still concerned about the length of time of the closures. Council Member Beerman also
15 thanked staff for the Lower Main outreach. He asked about the traffic mitigation plan for
16 the residential areas. Knotts stated strides were being made in that area. Council
17 Member Worel applauded the community outreach and asked if the condominium
18 residents had been contacted. Diersen noted that outreach would occur the week
19 before the event. Council Member Matsumoto agreed that the Lower Main closure was
20 too long. Diersen stated the times could change, but that would be dependent on the
21 weather and safety conditions.
22

23 Mayor Thomas opened the meeting for public comment. No comments were given.
24 Mayor Thomas closed the public comment portion of the meeting.
25

26 Mayor Thomas complimented staff for the great report. Council Member Gerber asked if
27 the parking map would show the prohibited area by the post office, and also asked if
28 signage for post office parking could be placed in key locations. Gustafson explained
29 the post office parking plan.
30

31 Council Member Henney moved to approve Part Two of the 2017 Sundance Film
32 Festival Supplemental Plans – the overall approval including traffic mitigation and
33 circulation plans and community outreach plans, and the services agreement and
34 contract in a form approved by the City Attorney. Council Member Gerber seconded the
35 motion.
36

37 **RESULT: APPROVED**

38 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel
39

40 **IX. NEW BUSINESS**
41

1 **1. Consideration to Approve the Following Special Event Temporary**
2 **Alcoholic Beverage License Applications for Operation During the 2017**
3 **Sundance Film Festival:**

4 Beth Bynan, Business License Specialist, presented this item. She indicated the listed
5 applicants had complied and turned in all documents related to the application. She also
6 presented the names of liquor license applicants for approval in which the Building
7 Department recommended a security implementation plan: Indie Lounge, AICI Beyond
8 Cinema, Precious Entertainment, Variety Media Lounge, Lucy Stepp, Uintah Partners,
9 DC Berridge at all three locations, NVE, William Morris, and Chef Dance.

10
11 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
12 closed the public hearing.

13
14 Council Member Matsumoto moved to approve the Special Event Temporary Alcoholic
15 Beverage License Applications for operation during the 2017 Sundance Film Festival
16 that were listed on the agenda and mentioned in the meeting along with the security
17 implementation plans as noted. Council Member Worel seconded the motion.

18
19 **RESULT: APPROVED**

20 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

21
22 **2. Request to File a Petition to Intervene with the Utah Public Service**
23 **Commission on Docket 14-035-114 Regarding Rocky Mountain Power's Proposed**
24 **Changes to Net-Metering and Residential Roof-Top Solar:**

25 Luke Cartin, Sustainability, presented this item. He reviewed that the Public Service
26 Commission suspended the temporary tariff last Friday, but negotiations to increase the
27 rate would continue. The City would now be involved in those negotiations.

28
29 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
30 closed the public hearing.

31
32 Council Member Beerman moved to approve the request to file a petition to intervene
33 with the Utah Public Service Commission on Docket 14-035-114 regarding Rocky
34 Mountain Power's proposed changes to net-metering and residential roof-top solar.
35 Council Member Henney seconded the motion.

36
37 **RESULT: APPROVED**

38 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

1 **3. Request to Authorize the City Manager to Sign the Professional Services**
2 **Agreement in a Form Approved by the City Attorney with Dixon Resources**
3 **Unlimited in an Amount Not to Exceed \$113,654.00 for Project Management and**
4 **Consulting Per the Park City Municipal Corporation Parking Technology and**
5 **Infrastructure RFP:**

6 Blake Fannesbeck, Public Works Director, introduced Kenzie Coulson, a new employee
7 in Parking. Coulson indicated that upon approval for this contract the provider would
8 implement the first phase of a parking management program. Fannesbeck stated this
9 project was aggressive, but the focus was to first get the infrastructure in place. Testing
10 would go throughout the summer and full integration was planned for next winter.

11
12 Council Member Worel asked if there was a staff person in the garage. Coulson
13 indicated a gate was yet to be determined since there may not be a need for one, but a
14 staff member would be there for support.

15
16 Mayor opened the public hearing. No comments were given. Mayor Thomas closed the
17 public hearing.

18
19 Council Member Gerber asked if there would be public outreach on this issue. Coulson
20 stated outreach was a primary focus on this project, and people were already inquiring
21 about the plan. Foster complimented Coulson for her focus on engaging with the public.

22
23 Council Member Gerber moved to authorize the City Manager to sign the professional
24 services agreement in a form approved by the City Attorney with Dixon Resources
25 Unlimited in an amount not to exceed \$113,654.00 for project management and
26 consulting per the Park City Municipal Corporation Parking Technology and
27 Infrastructure RFP. Council Member Henney seconded the motion.

28
29 **RESULT: APPROVED**

30 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

31
32 **4. Consideration to Approve a Fee Reduction Request for the Additional**
33 **Public Safety Fees of \$3000.00 for the Level Three Special Event Permit – Shot**
34 **Ski Event, to Raise Money for a Non-Profit Organization:**

35 Tommy Youngblood, Special Events, presented this item. He reviewed that after the
36 approval for the 2016 event, it was determined more police officers were needed. This
37 request was to waive those public safety fees retroactively. Council Member Matsumoto
38 stated she was conflicted because the Wasatch Brewery donated \$10,000 to Rotary,
39 but was given a fee waiver for \$5,000.

40
41 Council Member Beerman agreed that Wasatch Brewery got national attention from the
42 event and the fee wasn't that big of an amount. Council Member Gerber indicated she

1 was fine supporting this fee waiver, but would not support future waivers. Council
2 Member Henney suggested waiving \$1,500 as a compromise. Council Member Worel
3 liked the event and would like to see it continue and liked Council Member Henney's
4 idea about the compromise.

5
6 Glidden stated this event was on a tight timeframe and it was staff's fault for not
7 correctly estimating the amount of public safety needed for this event. Foster stated the
8 fee could be taken out of the City Manager's contingency fund.

9
10 Mayor Thomas opened the public hearing.

11
12 Angela Moschetta stated it was her understanding that Wasatch Brewery budgeted for
13 additional event fees. After the event, a check for \$10,000 including the additional fees
14 was given to Sunrise Rotary. She felt the City shouldn't be held responsible for those
15 fees and opposed this request.

16
17 Mayor Thomas closed the public hearing. He stated this was a staff error and it should
18 be corrected.

19
20 Council Member Henney moved to approve a fee reduction request for the additional
21 public safety fees of \$3,000.00 for the 2016 Level Three Special Event Permit – Shot
22 Ski Event, using the City Manager's Contingency Fund to cover the fee waiver request.
23 Council Member Gerber seconded the motion.

24
25 **RESULT: APPROVED**

26 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

27
28 **5. Consideration of Ordinance 2016-53, and Ordinance Approving the 2ND**
29 **Amendment to a Re-Subdivision of Lots No. 1 and No. 2 Silver Lake Village No. 1**
30 **Subdivision, Amending Lot D of Silver Lake Village No. 1 Subdivision and**
31 **Amending Lots F, G and H of a Re-Subdivision of Lots No. 1 and No. 2 Silver Lake**
32 **Village No. 1 Subdivision, Located at 7520-7570 Royal Street East, Park City, Utah,**
33 **Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in**
34 **a Form Approved by the City Attorney:**

35 Kirsten Whetstone, Senior Planner, presented this item with Chis Conovy and Steve
36 Issowitz. She indicated this amendment would increase access easements, skier
37 easements, and combine lots into one lot.

38
39 Mayor Thomas opened the public hearing. No comments were given. Mayor Thomas
40 closed the public hearing. He commended the owners for mitigating the issues with this
41 parcel.

Council Member Henney moved to approve Ordinance 2016-53, an ordinance approving the 2nd amendment to a re-subdivision of Lots No. 1 and No. 2 Silver Lake Village No. 1 Subdivision, amending Lot D of Silver Lake Village No. 1 Subdivision and amending Lots F, G and H of a Re-Subdivision of Lots No. 1 and No. 2 Silver Lake Village No. 1 Subdivision, located at 7520-7570 Royal Street East, Park City, Utah, pursuant to findings of fact, conclusions of law, and conditions of approval in a form approved by the City Attorney. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

X. ADJOURNMENT

With no further business, the meeting was adjourned.

XI. HOUSING AUTHORITY

ROLL CALL

Attendee Name	Title	Status
Jack Thomas	Chair	Present
Andy Beerman	Committee Member	Present
Becca Gerber	Committee Member	Present
Tim Henney	Committee Member	Present
Cindy Matsumoto	Committee Member	Present
Nann Worel	Committee Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

NEW BUSINESS

1. Consideration to Approve Park City Heights Amended Housing Mitigation

Plan:

Rhoda Stauffer, Affordable Housing Specialist, and Anne Laurent, Community Development Manager, presented this item. Laurent noted a change on Exhibit B and clarified that the total was not “proposed,” but was the negotiated total. She indicated that discussions continued with Ivory Homes and this price list might be refined as home sites were developed.

Chairman Thomas opened the public hearing. No comments were given. Chairman Thomas closed the public hearing.

Committee Member Worel read on Packet Page 565, "Certificates of Occupancies would be denied if non-compliance with the approved HMP is determined." She asked if more could be done to ensure that further delays in the affordable units would not happen.

Harrington stated from this point forward, the number of market rate homes released for sale would be tied to the percentage of affordable units made available. It was a balancing act, but there was no hard deadline for affordable housing. Laurent stated there were 14 homes ready to go. It was estimated 10 homes would be released per year.

Council Member Gerber asked if the additional four units would be released in 2017. Chris Gamvroulas, President of Ivory Homes, stated the four buyers were already in the queue and were waiting for the Certificate of Occupancy. He asserted now that pricing was in place, those units would be built and sold as quickly as possible.

Council Member Beerman asked if there was a definition of affordable and attainable housing because these units were more attainable than affordable. Laurent stated townhomes were falling in the 70-90% of affordable housing. Park and cottage homes were just under the affordable/attainable limit. Stauffer indicated resolutions 17-99 and 20-07 based affordable housing on Area Median Income (AMI) and 100% of AMI was not really affordable, so that measurement would be amended next month.

Council Member Henney moved to approve Park City Heights Amended Housing Mitigation Plan. Council Member Matsumoto seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

XII. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Pedestrian management during the Sundance Film Festival time period is essential in ensuring the smooth flow of both pedestrian and vehicular traffic and safety of the public.

Based on Kane Consulting's qualifications, experience, professionalism and willingness to adapt to the needs of Park City and coordinate with Public Safety and Transportation teams, willingness to comply with insurance requirements and budget proposal, staff recommends Kane Consulting be awarded the contract to provide pedestrian management services to Park City during the 2017 Sundance Film Festival time period.

Respectfully:

Jennifer Diersen,



City Council Staff Report

Subject: Professional Services Agreement to Provide Pedestrian Management Services for the City during the 2017 Sundance Film Festival Time Period
Author: Jenny Diersen, Special Events Coordinator
Department: Special Events
Date: January 5, 2016
Type of Item: Administrative

Summary Recommendation

Staff recommends that the City Council authorize the City Manager to enter into a Professional Services Agreement between Park City Municipal Corporation and Kane Consulting Group, Inc for Pedestrian Management services as related to the 2017 Sundance Film Festival time period in a form approved by the City Attorney that shall not exceed sixty-two thousand, four hundred and twenty-seven dollars (\$62,427.00).

Executive Summary

- Pedestrian management during the Sundance Film Festival time period is essential in ensuring the smooth flow of both pedestrian and vehicular traffic and safety of the public.
- Based on Kane Consulting's qualifications, experience, professionalism and willingness to adapt to the needs of Park City and coordinate with Public Safety and Transportation teams, willingness to comply with insurance requirements and budget proposal, staff recommends Kane Consulting be awarded the contract to provide pedestrian management services to Park City during the 2017 Sundance Film Festival time period.

Acronyms

CSC	Contemporary Services Corporation
PCMC	Park City Municipal Corporation
RFP	Request for Proposal
SFF	Sundance Film Festival

The Problem

- Pedestrian management during SFF is essential in ensuring the smooth flow of both pedestrian and vehicular traffic and safety of the public.
- In 2016, PCMC entered into a 3 year agreement with CSC to provide Pedestrian Management services during the Sundance Film Festival time period.
 - PCMC terminated the contract in November due to the unwillingness of the company to adhere to the City's insurance standards.
- Due to the terminated contract, staff advertised a RFP for Pedestrian Management during 2017 Sundance Film Festival time period.

Background

- During the 2005, staff identified a need to assist pedestrians at key intersections during SFF.
- From 2005 to 2009, these key positions were coordinated and staffed by City staff and temporary hires for the event.
 - Debrief from the 2009 indicated that it would be more economically viable and manageable to have services provided by a service provider.
- PCMC employed the services of CSC for pedestrian management from 2010 to 2015 without a contract.
- Due to the increase in costs of these services each year, staff advertised an RFP for a 3 year contract to secure pedestrian management services in 2016.
 - In 2016, CSC was the only company that responded to the RFP.
 - CSC's 2016 proposal included a request to make amendments to the City's required insurance indemnity, but the request was not approved before the contract was signed by both parties.
- On [January 14, 2016](#) (pg 246), PCMC entered into a 3 year service provider agreement with CSC to provide services for PCMC during the SFF in 2016, 2017 and 2018.
 - CSC provided and was paid for services as outlined by their contract for 2016.
 - PCMC terminated the contract with CSC in November of 2016 due to the unwillingness of the company to adhere to the City's insurance standards.

Analysis

- Due to the terminated contract, staff advertised a RFP beginning in November of 2016 for [Pedestrian Management](#) services.
 - Two responses were received from Kane Consulting and Sam Schwartz.
 - CSC declined to submit a proposal.
- A committee of individuals from Special Events and Transportation planning evaluated the responses.
- Proposers were asked to provide a summary of proposed labor and total cost for services which were outlined in the RFP. A summary of Kane Consulting's proposal and scope of work is shown below and attached as Exhibit A.

Personnel Costs	\$54,777 (1,908 total hours)
Pre Event Planning/ Admin	\$ 3,000.00
Equipment Costs	\$ 2,500.00
Pre Training	\$ 2,150.00
Total Cost	\$62,427.00

Though the cost of contracted services is \$32,500 more per year than in previous years when working with CSC, Kane Consulting's proposal was 50% less than the other proposal. Staff has confirmed that the City has the funds to cover the increase in costs for Kane Consulting's services.

Staff recommends entering into a one year contract with Kane Consulting for Pedestrian Management Services during the 2017 Sundance Film Festival time period based on the following reasons:

- Kane Consulting's proposal was 50% less than the other proposal received;
- Kane Consulting's qualifications, experience, professionalism and willingness to adapt to the needs of Park City and coordinate with Public Safety and Transportation teams; and
- Kane Consulting is willing to meet the City's indemnity and insurance requirements.

Department Review

Special Events, Economic Development, Police, Parking Services, Transportation Planning, Budget, Executive and Legal Departments have reviewed this report and their comments have been incorporated.

Funding Source

Funds for this project come from revenues generated from parking fees charged during the Sundance Film Festival in the Transit Fund.

Alternatives for City Council to Consider

1. Recommended Alternative: This is staff's recommendation.

Staff recommends that the City Council authorize the City Manager to enter into a Professional Services Agreement between Park City Municipal Corporation and Kane Consulting Group, Inc for Pedestrian Management services as related to the 2017 Sundance Film Festival time period in a form approved by the City Attorney that shall not exceed sixty-two thousand, four hundred and twenty-seven dollars (\$62,427.00).

Pros

- a. Services provided by Kane Consulting will work in coordination with Public Safety and Transportation Planning.
- b. Provides additional security for the general public on Main Street and key intersections.
- c. Kane Consulting is willing to meet the City's indemnity and insurance requirements.

Cons

- a. Though the estimated cost of services provided by Kane Consulting was the lower bid of the received proposals, the costs of services will increase by 85% from 2016 to 2017.

2. Deny Alternative:

City Council could deny the Professional Services Agreement between Park City Municipal Corporation and Kane Consulting for Pedestrian Management.

Cons

- a. Contracted services for Pedestrian Management during the 2017 Sundance Film Festival time period would not be performed. This would likely cause

negative impacts to both pedestrian and vehicular traffic flow, and public safety during the Sundance Film Festival time period.

Attachments

A Scope of Services for Pedestrian Management with Kane Consulting.



KANE CONSULTING INC. – PARK CITY

PARK CITY PEDESTRIAN MANAGEMENT RFP

- Kane Consulting Overview
- Kane Management Team
- Client List
- RFP Response Details
- Appendix A – Pictures of Vest and Baton
- Appendix B – Proposed Schedule and Costs
- Appendix C – COI



KANE OVERVIEW

- Kane Consulting has been a premier purveyor of all aspects of security and investigative services across the world for over 20 years. The Management Team is comprised of security specialists with extensive education, experience, and training. The Management Team has handled security for conferences, concerts and special events in 45 different countries.
- Our Management Team ensures that our response to our clients' needs, whether they are emergency, urgent or routine, is immediate and thorough. We believe this is the major differing factor between Kane consulting Inc. and other firms within the industry. Our high level, pro-active approach and attention to the details are at all times present in our dealings with both our clients and personnel.
- Exceeding our client's expectations is an essential element in our everyday work. A long term commitment to our clientele with the understanding that we want to create a long-lasting business relationships is paramount to our organization.
 - ✓ Security Consulting
 - ✓ Private Investigations
 - ✓ Security Guard Services
 - ✓ Special Event Security
 - ✓ VIP/ Executive Protection
 - ✓ Safety and Security Programs
 - ✓ Risk Assessments
 - ✓ Training and Educational Course
 - ✓ Medical Personnel
 - ✓ CCTV Installations

KANE TEAM



Shawn Kane is a 20-year veteran of the security and investigative industry. His extensive knowledge is drawn from participating in several different training seminars and educational courses provided by the FBI, Secret Service, CIA, BATFE, ASIS International and local and State Law Enforcement Agencies. He also draws his experience from the involvement in over 1100 hundred surveillance operations, more than a thousand background investigations, and hundreds of security events, scenarios and situations. As well, Mr. Kane has been Director of Security for more than 500+ major events in Utah and across the country including the 2002 Winter Olympic and Paralympic Games. He has worked with major corporations on asset protection, fraud prevention, employee investigations, and employee safety and security. He has designed, written and implemented several hundred operations manuals including evacuation guidelines, incident response guidelines, security operations guidelines, event specific guidelines, and threat assessment manuals. Throughout the years, he has managed and trained over 4000 security staff for all types of security events and protective details. Shawn is certified in the NIMS program taught by FEMA. From 2008 to 2011, Mr. Kane was President of the Private Investigators Association of Utah. Mr. Kane was also Chairman to the DPS PI Hearing & Licensure Board from 2009-2014.



Dan Clark has 17 years experience in the Security and Law Enforcement field. He served 10 years with the Ventura County Sheriff's Department where he had opportunities to work in many various assignments in the Corrections Division such as the Sheriff's Work Farm, a Classification and Gang Unit, a Women's Facility and was a member of the Emergency Response Team. During some time with Ventura Sheriff's he served as the President for the Ventura County Correctional Officer's Association. He conducted gang profiles and jail entry interviews as well as background research and assigned inmates to work crews. He was instrumental in creating and instituting updates to inmate records database. Part of his duties included the collection and reporting of statistical information. He was tasked with professionally handling sensitive information regarding staff and inmates. After leaving California and returning to his home state of Utah, he moved to the Private Security Field. He worked in the Healthcare Security industry with Intermountain Health Care, where a majority of his time was spent handling mental health crisis patients. During his time here he studied the MANDT system. He was assigned to both the McKay Dee Health Center and the Behavioral Health Institute where he interacted on a daily basis with Juvenile Mental Health Care patients. In 2009 Dan became the VP of Security and Investigative Operations for Kane Consulting Inc. He has Managed and supervised thousands of security personnel for all types of events and protective details. He has worked in conjunction with other security directors, event promoters and staff to ensure safe and secure environments during major events. He has worked with major corporations on asset protection, fraud prevention, risk management, employee investigations, employee safety and security guidelines. He has designed, written and implemented several operations manuals including event specific

KANE TEAM



Nathan Cranford has 17 years experience in the Security and Law Enforcement field. He has a Bachelor's in English and a minor in Foreign Relations. He worked for the Florida Department of Corrections as a correctional officer for 7 years. While with the FLDOC, Nathan was responsible for the internal security of the prison including checking the perimeter of the compound, fences, and alarms. He coordinated and participated in training many new correctional officers in correct search, intake, and transport techniques. He was part of the transport squad that transported and supervised inmates from low-custody level through death-row to appointments around the state of Florida. Nathan was also part of the rapid response and cell extraction teams for the prison. He has also attended and participated in numerous trainings with federal and local law enforcement regarding IED recognition, riot training and arrest techniques, and site and personal protection. He is certified in the NIMS program taught by FEMA. In 2010 Nathan became the Regional Manager for Kane Consulting Inc. He has been the Security Director for hundreds of special events, concerts, festivals and conferences across the country and internationally. Nathan is a certified NRA pistol instructor.



Troy Kapinos has been in the security industry for 6 years. Troy's knowledge and experience in areas include: event security, corporate security, asset protection, safety and emergency operations, crowd control, loss prevention, executive protection / personal security details, training and planning, emergency management and operations, NIMS, client support, customer service, security consulting both domestic and international, threat /risk assessment and staffing of security, event and medical personnel. Troy's experience has been developed by years of field experience and a wide range of tactical, practical and classroom instruction and training as well as supporting, consulting, staffing and working side by side with a wide range of domestic and international clients from top level executives, celebrity's, production companies, promoters, special events, conventions, festival staff, small business owners and the everyday family concerned about their safety, assets and security. Troy has managed, trained and supervised patrol officers, personal protection officers, event security personnel and event staff for all types of security operations for large and small events. Troy has participated in hundreds of hours of classroom, hands on and tactical training and defensive tactics, verbal Judo. Mr. Kapinos has also participated and certified in different types of training seminars and educational courses provided by a variety of government agencies, including the FBI, Secret Service, FEMA, local and State Law Enforcement Agencies, Homeland Security, American Heart, Red Cross, NRA, Code4, Strategic Tactical, Survival Edge Tactical. Troy has written, trained and implemented several event specific guidelines, operation documents and post orders for the security operations of Kane Consulting. Troy is also a member of the Kane Consulting Emergency Operations Team, Where he works side by side with other Kane managers, Law enforcement, Fire Dept and EMS in implementing and training production teams, event Planner, volunteers and event staff in evacuation plans, incident response and threat assessment. Troy is a certified NRA Pistol Instructor CCW instructor and a PACSCO Unarmed / Armed Security Guard Trainer.

A FEW OF OUR OTHER VALUED CLIENTS

Kane Consulting has been in the Event and Conference industry for 20 years. We have coordinated and managed security for events ranging from 10-150,000+ attendees. We have worked extensively with local, state and federal agencies to coordinate the safety and security of attendees and staff pre, during and post event. Kane Consulting has worked with several major brands which help us to understand and work with the attendee experience when planning for security. While each event is different in scope and size, Kane Consulting has developed a system that is comprehensive and designed to incorporate the best practices in the security industry based on current world trending and events. This system is based upon a standardized framework that is secure yet flexible enough to be applicable across entire events worldwide regardless of the scope or size.

While Kane Consulting has worked with several major brands and large events in our 20 years in the industry. A more extensive list is available here: <http://kaneconsultinginc.net/event-clients/>

LOCAL UTAH EVENTS

Utah Arts Festival 2004-2016

Twilight Concert Series 2006-2016

Red Butte Concert Series 2007-2016

Living Traditions Festival 2006-2016

Ogden Arts Festival 2004-2016

Ogden Marathon 2009-2016

Ogden Twilight Concert Series 2015-2016

Ogden Equinox 2013-2016

World Cup Concert (PC) 2009-2016

GLCCU Pride Weekend 1998-2016

SLC Farmers Market 2001-2016

Infinite Possibilities 2015-2016

North Fork Roots and Blue Festival 2015-2016

Park City Balloon Festival 2014-2016

Tour De Utah 2014-2016

Jordan Park Fire Works 2014-2016

Grand Kerfuffle 2016

Continued next page:

A FEW OF OUR OTHER VALUED CLIENTS

While Kane Consulting has worked with several major brands and large events in our 20 years in the industry. A more extensive list is available here:
<http://kaneconsultinginc.net/event-clients/>

CONFERENCES / CONVENTIONS

Salesforce Dreamforce Conference 2012-2016

San Francisco

Salesforce 1 World Tour 2014-2016

Paris London

Amsterdam Sao Paulo

Australia Tokyo

Mumbai Munich

Hamburg Brussels

Canada NYC

Atlanta San Francisco

Chicago Boston

LA 18 other states

Airbnb Conferences 2015-2016

Paris LA

Samsung Developers Conference 2016

San Francisco

TCG Conference 2010-2016

Utah Tattoo Convention 2009-2016

BlackBerry – RIM Conference 2006-2014

Singapore Canada

Amsterdam London

Paris South Africa

Dubai Thailand

SUNDANCE EVENTS

Best Events (Village at the Lifts) (10yrs)

IFC (5 yrs)

VHI (4 yrs)

Kodak (15 yrs)

Insignia (1 yr)

Court TV (3 yrs)

LIVestyle (2 yrs)

Showtime (6 yrs)

NoDance (3 yrs)

Slamdance (3 yrs)

Chrysler/Hypnotic (1 yr)

Freedom Fest (2 yrs)

USC College (12 yrs)

Horizon Global (1 yr)

BMF Media (3 yrs)

Riverhorse (16 yrs)

Moondance (1 yr)

Palm Pictures (2 yrs)

X-Dance (2 yrs)

UTA (7 yrs)

Turning Leaf (3 yrs)

Relevant (Village at the Yard) (4 yrs)

Premier Magazine (2 yrs)

Potential Entertainment (1 yr)

T-Mobile Café (5 yrs)

Anheuser-Busch (2 yrs)

Rock and Reilly's (4 yrs)

Google (3 yrs)

RFP DETAILS

Applicants must meet all Park City Municipal Insurance Requirements.

Kane Consulting meets all Park City Insurance Requirements as outlined in Section 8 of the Park City Municipal Corporation Service Provider/Professional Services Agreement. Copies of insurance forms are attached as appendix A.

Applicants must meet all Federal and State Employer Requirements.

Kane Consulting meets all Park City Insurance Requirements as outlined in Section 10 of the Park City Municipal Corporation Service Provider/Professional Services Agreement.

Applicants must include all expected equipment costs in bid.

2017 \$2,500.00 Equipment Costs

Attached Appendix B is the proposed schedule and total pricing costs.

Applicants must include statement of what type of training employees receive.

Officers assigned to work on this Event may have training and experience including, but not limited to:

All aspects of patrolling and response to safety, medical, and security situations; All levels of training to include understanding of public vs private property issues; Legalities and Liability to Client/Employer/General Public; Necessary use of force, to include conflict resolution through defensive physical engagement; Verbal Judo or similar de-escalation techniques; Special event security; Command Presence; Defensive tactics; Proper Hygiene; Interviewing Techniques; Basic investigation; Communication; Emergency response; First Aid, CPR and AED Certified.

RFP DETAILS

Applicants must include all overtime rates and miscellaneous costs in bid.

Kane Consulting has no Overtime rates anticipated unless the Client requests certain staff stay on post instead of being relieved. These situations require a written request from the Client to Kane Consulting as outlined in Section 3 Subsection C of the Park City Municipal Corporation Service Provider/Professional Services Agreement. These Overtime Rates are billed at 1.5 times the billable hourly rate. Overtime Rates are defined as any extended shifts and hours that are performed at the written request of CLIENT; Short Notice Rates are billed at 1.5 times the billable hourly rate. Short Notice Rates are defined as additional personnel or hours that are performed at the written request of CLIENT with less than eight (8) hours notice; Additionally any requests for staffing within 10 days prior to the event are also Short Notice Pricing. No other miscellaneous costs are anticipated at this time.

Attached Appendix B is the proposed schedule and total pricing costs.

Applicants must include all cost for personnel hourly rates.

Hourly Rates:

2017:

Staff: \$28.50

Supervisor: \$32.00

Attached Appendix B is the proposed schedule and total pricing costs.

RFP DETAILS

Applicants must include all costs and explanations of costs of any management or administrative fees.

2017 \$3,000.00 Pre Event Planning/Admin

Attached Appendix B is the proposed schedule and total pricing costs.

Applicants must include a summary of the training given to applicant employees.

Applicants with prior law enforcement experience/training or a military background as well as potential employees with an educational background in a security related field are given a preference in hiring. Other applicants with extensive Customer Service experience is also preferred. All Applicants attend several training courses prior to assignment. Venue/Site Specific Training, Verbal Judo or similar de-escalation techniques and Special Event Security.

Applicant must include a statement of experience providing these services including the size of the other events.

Historical experience in planning and execution of events of this nature

Kane Consulting has been in the Event and Conference industry for 20 years. We have coordinated and managed security for events ranging from 10-150,000+ attendees. We have worked extensively with local, state and federal agencies to coordinate the safety and security of attendees and staff pre, during and post event. Kane Consulting has worked with several major brands which help us to understand and work with the attendee experience when planning for security. While each event is different in scope and size, Kane Consulting has developed a system that is comprehensive and designed to incorporate the best practices in the security industry based on current world trending and events. This system is based upon a standardized framework that is secure yet flexible enough to be applicable across entire events worldwide regardless of the scope or size. Kane Consulting understands budgets are a major condition of all projects regardless of scope and size. Kane Consulting has always worked with the client to ensure every dollar spent has purpose and meaning in the security plan.

RFP DETAILS

Applicants must include their ability to provide extra personnel if needed.

Kane Consulting is a Utah based company with 40 Full Time Security Consultants and a vast network of Independent Security Consultants under contract. Kane Consulting's Utah-Based Security Company, SPS, has both 300+ Employees and Independent Contractors both Part Time and Full Time. Kane Consulting has a full Medical Services Company, KCI Medical, with 10 full time Medical Personnel and 75 Independent Contractors on staff. Kane Consulting's Investigative Division has 5 full time Private Investigators on staff as well as 2 full time Intelligence Monitoring / Investigators. Kane Consulting has 2 full time Dispatchers working from our 24/7 Dispatch Center.

Safety Vests, provided by applicant must be approved by the Park City Special Events Department, and must be worn by applicant's employees at all times while on duty.

Kane Consulting will update and purchase new equipment to ensure all staff is wearing Safety Vests on the outermost portion of their clothing. The current and planned Safety Vest used will be Grainger.com model number 4CWD5. Picture attached.

Applicant must supply lighted wands/baton for each employee on duty which must be approved by the Park City Special Events Department.

Kane Consulting will update and purchase new equipment to ensure all staff is equipped with a lighted wand/baton. The current inventory and planned lighted wand used will be Grainger.com model number 1AGT3. Picture attached.

APPENDIX A



Sundance Park City Pedestrian Management Costs 2017

Date	Shift Start	Shift End	Hrs	Staff	Total Hrs	Cost	Total Costs	Notes
Thursday 19th	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	11:00p.m.	12	4	48	\$28.50	\$ 1,368.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	11:00p.m.	12	3	36	\$28.50	\$ 1,026.00	7th Street and Main Intersection
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	5th Street and Swede
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	4th Street and Main
	12:00 p.m.	11:00p.m.	11	3	33	\$28.50	\$ 940.50	Rover Breakers
	11:00 a.m.	11:00p.m.	12	1	12	\$32.00	\$ 384.00	Supervisor / Admin position
Friday 20th	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	11:00p.m.	12	4	48	\$28.50	\$ 1,368.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	11:00p.m.	12	3	36	\$28.50	\$ 1,026.00	7th Street and Main Intersection
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	5th Street and Swede
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	4th Street and Main
	12:00 p.m.	11:00p.m.	11	3	33	\$28.50	\$ 940.50	Rover Breakers
	11:00 a.m.	11:00p.m.	12	1	12	\$32.00	\$ 384.00	Supervisor / Admin position
Saturday 21st	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	11:00p.m.	12	4	48	\$28.50	\$ 1,368.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	11:00p.m.	12	3	36	\$28.50	\$ 1,026.00	7th Street and Main Intersection
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	5th Street and Swede
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	4th Street and Main
	12:00 p.m.	11:00p.m.	11	3	33	\$28.50	\$ 940.50	Rover Breakers
	11:00 a.m.	11:00p.m.	12	1	12	\$32.00	\$ 384.00	Supervisor / Admin position
Sunday 22nd	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	11:00p.m.	12	4	48	\$28.50	\$ 1,368.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	11:00p.m.	12	3	36	\$28.50	\$ 1,026.00	7th Street and Main Intersection
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	5th Street and Swede
	11:00 a.m.	11:00p.m.	12	2	24	\$28.50	\$ 684.00	4th Street and Main
	12:00 p.m.	11:00p.m.	11	3	33	\$28.50	\$ 940.50	Rover Breakers
	11:00 a.m.	11:00p.m.	12	1	12	\$32.00	\$ 384.00	Supervisor / Admin position
Monday 23rd	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	5th Street and Swede
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position
Tuesday 24th	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	5th Street and Swede
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position

Wednesday 25th	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	5th Street and Swede
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position
Thursday 26th	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	5th Street and Swede
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position
Friday 27th	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	5th Street and Swede
	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position
Saturday 28th	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	Swede Alley at base of Transit Center Stairs
	11:00 a.m.	10:00p.m.	11	4	44	\$28.50	\$ 1,254.00	Main Street/Heber Avenue Intersection
	11:00 a.m.	10:00p.m.	11	3	33	\$28.50	\$ 940.50	7th Street and Main Intersection
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	11:00 a.m.	10:00p.m.	11	2	22	\$28.50	\$ 627.00	4th Street and Main
	12:00 p.m.	10:00p.m.	10	3	30	\$28.50	\$ 855.00	Rover Breakers
	11:00 a.m.	10:00p.m.	11	1	11	\$32.00	\$ 352.00	Supervisor / Admin position
1908								
2017						\$ 54,777.00	Personnel Costs	
						\$ 3,000.00	Pre Event Planning/Admin	
						\$ 2,500.00	Equipment Costs	
						\$ 2,150.00	Pre-Training Event	
						\$ 62,427.00		



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

As part of the Public Utilities Department's Water Energy Program (WEP), improvements to the existing PCMC-JSSD Water System Interconnection have been identified to reduce the overall energy footprint of Park City's Water System by upwards of 870,000 Kilowatt-Hours or 9.5% of the water system's total annual energy consumption of 9,200,000 kWh. Outlined in this report is a recommendation for approval of a professional services agreement for engineering consulting services for the design of the PCMC-JSSD Interconnection Improvements project.

Respectfully:

Nicholas Graue, Water Project Engineer



City Council Staff Report

Subject: PCMC-JSSD Interconnection Improvements Project
Professional Service Agreement
AQUA Engineering
Author: Nick Graue, Public Utilities Engineer
Department: Public Utilities, Water
Date: 01/05/2017
Type of Item: Administrative

Summary Recommendation

Staff recommends Council authorize the City Manager to execute a Professional Service Agreement, in a form approved by the City Attorney, with AQUA Engineering for the PCMC-JSSD Interconnection Improvements project in an amount of \$82,000.

Executive Summary

As part of the Public Utilities Department's Water Energy Program (WEP), improvements to the existing PCMC-JSSD Water System Interconnection have been identified to reduce the overall energy footprint of Park City's Water System by upwards of 870,000 Kilowatt-Hours or 9.5% of the water system's total annual energy consumption of 9,200,000 kWh. Outlined in this report is a recommendation for approval of a professional services agreement for engineering consulting services for the design of the PCMC-JSSD Interconnection Improvements project.

Acronyms

CIP	Capital Improvements Program
PCMC	Park City Municipal Corporation
JSSD	Jordanelle Special Services District
kWh	Kilowatt-Hour
WEP	Water Energy Program

The Problem

The point of water delivery from the JSSD water system to the PCMC water system requires a substantial reduction in water pressure to match PCMC water system pressure. Subsequently, the water is then pumped, at a high pressure, to be used in the water system in upper Deer Valley area. This means of water delivery to the upper reaches of the water system has been identified in the Water-Energy Optimization Study, prepared by Brendle Group for the Water Department, as one of Park City's most energy inefficient water system operations. Given Council's Critical Priority of Energy, which includes energy efficiency, this project represents the largest energy savings opportunity identified by the Water Energy Program.

Background

Park City and JSSD entered into a Water Supply Agreement on June 27, 2002 whereby JSSD delivers 1,000 acre-feet of culinary water per year to Park City at a peak flow rate of 1,000 gallons per minute. The current point of delivery between water systems is in lower Deer Valley where the two systems are in relatively close proximity to each other. As a result of the Water-Energy Optimization study, which listed the source delivery as the top CIP priority item, Park City Water has developed water delivery alternatives and has identified a preferred alternative. The proposed improvements consist of two primary elements:

- Deer Crest Pump Station – Construction of bunkered style pump house adjacent to JSSD's Upper Deer Crest Water Tanks near Deer Valley Resort's Navigator ski run
- Deer Crest to Bald Eagle Transmission Pipeline – Construction of 2,700 feet of new water transmission pipeline along Deer Valley Resort's Kimberly and Navigator ski runs

The selected alternative would benefit both parties by:

- Reduced pumping demands between PCMC tank zones by over 50%, this represents a total energy savings of approximately 870,000 kWh (9.5% of the water system's total annual energy consumption).
- Enables Park City Water to better utilize the available water storage capacity in the Bald Eagle Tank
- Provides source redundancy for upper reaches of water system
- Improves life-cycle costs at the Last Chance Pump Station by reducing operational and maintenance (O&M) associated with the reduction of high head pumping volumes
- Include an emergency connection from Park City's water system to JSSD's water system

Preliminary discussions have been held with Deer Valley Resort and Deer Crest Master Association and they are supportive of the proposed water improvements and proposed construction on their property.

Proposed Consultant Services

A summary of engineering services included in the proposed PSA for the AQUA Engineering services is listed below. The detailed scope of services and associated fees are provided in Attachment B. Public Utilities staff anticipates returning to council in Spring of 2017 for construction contractor and construction manager contract approval.

Furthering the Goals of the General Plan

Utilities are essential services that play a vital role in economic and social development. A resilient water system is a critical prerequisite to all of the goals and objectives identified within Park City's general plan. This project is also in alignment with Council's Critical Energy Priority, reducing the overall energy footprint of the Water System by 9.5%.

Alternatives for City Council to Consider

1. Recommended Alternative

Pros

- Substantial reduction in energy footprint of Park City Water System in furtherance of Council's Energy as a Critical Priority
- Reduced O&M expenses associated with reduced pumping at existing water facilities
- Increased water source redundancy for both PCMC and JSSD

Cons

- Temporary impacts from construction activities
- Impact to budget

Consequences of Selecting This Alternative

The PCMC-JSSD Interconnection Improvements project provides substantial benefits to the City and the project stakeholders. The proposed project aligns with Park City's Energy as a Critical Priority and results in substantial water system operational benefits.

1. Null Alternative

Pros:

- No negative construction impacts to the City
- No impact to capital budget

Cons:

- No reduction in energy footprint of Park City Water System
- No reduction in O&M expenses associated with reduced pumping at existing water facilities
- No increased water source redundancy for PCMC and JSSD

Department Review

This report has been reviewed by representatives from Public Utilities, Sustainability, and Legal and their comments have been integrated

Funding Source

Engineering services for this project are to be funded from the approved Water Energy Budget for FY2017. The construction phase of this project will be forwarded through the upcoming FY2018 CIP budgeting process. Total construction cost for this project is anticipated to be approximately \$1.5M.

Attachments

Exhibit A	Proposed Project
Exhibit B	Scope of Services and Fee Summary, AQUA Engineering
Exhibit C	Sample Professional Service Agreement

Exhibit A Proposed Project

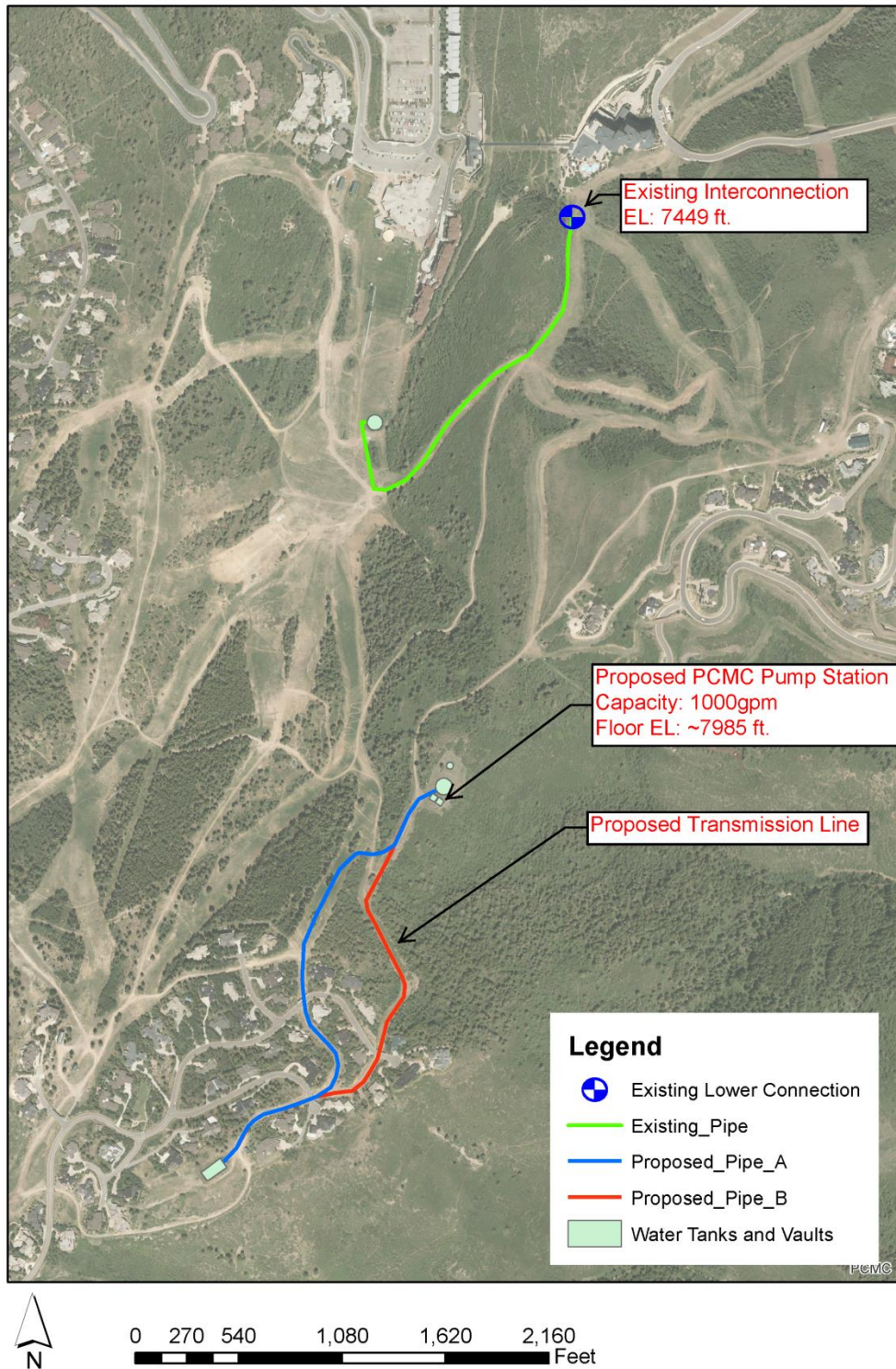


EXHIBIT B

December 20, 2016

PCMC-JSSD Interconnection Improvements Final Scope of Services

Page 2 of 3

The summary scope of services below details the project and our anticipated efforts along with associated costs. We propose to complete the Design Phase of the project on a Time & Materials (T&M) basis not to exceed \$82,000.00 without prior authorization.

- 1. Permitting \$4,500**
 - Park City Municipal Corporation
 - Planning
 - Engineering
 - Building
 - Wasatch County
 - Conditional Use Permit
 - Grading Permit
- 2. Preliminary Engineering \$31,000**
 - Review of Existing Field Survey
 - Geotechnical Site Investigation & Corrosivity Analyses (Assumed at 12-16 Test Pits)
 - Cathodic Protection Engineering
 - Preliminary Design
 - Pumping Configuration Alternatives w/ Associated Costs and Energy Impacts
 - Pipe Alignment & Materials Alternatives w/ Performance & Cost Evaluations
 - Life Cycle Cost Analysis on Selected Pipe Material
 - Cost and Energy Analysis of Gas vs. Electric HVAC for Pump Station
- 3. Final Design \$38,500**
 - Construction Document Design Package Submittals (Construction drawings & Technical Specifications)
 - 60% Design & Cost Estimate
 - 90% Design & Cost Estimate
 - 100% Design & Cost Estimate
 - Site, Excavation & Grading
 - Site Grading and Drainage
 - Erosion and Sediment Control BMP Plan
 - Tie-ins to Existing System and Piping Pump Station Structural
 - Excavation / Surplus Material / Staging Plan (Deer Valley approval required)
 - Pump Station Mechanical / HVAC
 - Surge Analysis and Mitigation (if req'd)
 - PRV Bypass back to JSSD
 - Natural gas service (if req'd)
 - Pump Station Electrical / Controls / SCADA / Telemetry
 - Radio Path and Antenna Survey
 - Electrical Service Design and Transformer Sizing
 - Instrumentation (including water quality and negative pressure gauges per DDW)
 - Lightning Protection Design

- Pipeline Alignment Plan & Profile
 - Cathodic Protection
- Existing Interconnection Improvements
 - PRV #1
 - New Flow Meter
 - New Downstream Pressure Transducer
 - PRV #2
 - New Up/Downstream Pressure Transducers
 - New Isolation Valve
 - Telemetry
 - Neck Tank
 - New Isolation Valve

4. Project Manual, Technical Specifications & Construction Documents..... \$4,500

- Prepare complete contract documents, consisting of construction drawings, technical specifications, bidding forms, and contracts for a publicly bid construction project
 - Park City to provide EJCDC (Division 0) specifications
 - Park City to provide Construction Agreement to be included in bid package
 - Park City to provide Construction Mitigation Plan to be included in bid package

5. Bidding Services \$3,500

- Issue Addenda as Necessary
- Field Bidder's Questions
- Conduct Pre-Bid Conference
- Assist with Bid Opening, Review Bids and Provide Recommendation for Award

Exclusions:

- Preparation of Bid Advertisement
- Project Coordination with DDW (PNF, Plan Submittal & Approval, Operating Permit
- Project Coordination with Deer Valley
- Project Coordination with Deer Crest Master Association
- Coordination with Bald Eagle HOA

Please don't hesitate to call if you have questions or need additional information.

Sincerely,



Darin Hawkes, P.E.
Principal / Project Engineer
AQUA Engineering, Inc.

Exhibit C

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into in duplicate this ____ day of _____, 20__, by and between PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation, ("City"), and _____, a _____, ("Service Provider"), collectively, the City and the Service Provider are referred to as (the "Parties").

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities;

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Service Provider represents that the Service Provider is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the Parties hereto agree as follows:

1. SCOPE OF SERVICES.

The Service Provider shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Service Provider responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as "Exhibit A" and incorporated herein (the "Project"). The total fee for the Project shall not exceed _____ Dollars (\$_____).

The City has designated _____, or his/her designee as City's Representative, who shall have authority to act in the City's behalf with respect to this Agreement consistent with the budget contract policy.

2. TERM.

No work shall occur prior to the issuance of a Notice to Proceed which cannot occur until execution of this Agreement, which execution date shall be commencement of the term and the term shall terminate on _____ or earlier, unless extended by mutual written agreement of the Parties.

3. COMPENSATION AND METHOD OF PAYMENT.

Professional Service Agreement (Standard)

Revised 09.14.2016

- A. Payments for services provided hereunder shall be made monthly following the performance of such services.
- B. No payment shall be made for any service rendered by the Service Provider except for services identified and set forth in this Agreement.
- C. For all "extra" work the City requires, the City shall pay the Service Provider for work performed under this Agreement according to the schedule attached hereto as "Exhibit B," or if none is attached, as subsequently agreed to by both Parties in writing.
- D. The Service Provider shall submit to the City Manager or her designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Service Provider within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.
- E. The Service Provider reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.
- F. Service Provider acknowledges that the continuation of this Agreement after the end of the City's fiscal year is specifically subject to the City Council's approval of the annual budget.

4. RECORDS AND INSPECTIONS.

- A. The Service Provider shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.
- B. The Service Provider shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.
- C. The Service Provider shall, at such times and in such form as the City may require, make available for examination by the City, its authorized representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement all such books, records, documents, statements, reports, data, information, and other material with respect to

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

matters covered, directly or indirectly, by this Agreement. The Service Provider shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Service Provider's activities, which relate directly or indirectly to this Agreement.

- D. The City is subject to the requirements of the Government Records Access and Management Act, Chapter 2, Title 63G, Utah Code Annotated, 1953, as amended and Park City Municipal Code Title 5 ("GRAMA"). All materials submitted by Service Provider pursuant to this Agreement are subject to disclosure unless such materials are exempt from disclosure pursuant to GRAMA. The burden of claiming and exemption from disclosure rests solely with Service Provider. Any materials for which Service Provider claims a privilege from disclosure based on business confidentiality shall be submitted marked as "confidential - business confidentiality" and accompanied by a concise statement from Service Provider of reasons supporting its claim of business confidentiality. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. The City will make reasonable efforts to notify Service Provider of any requests made for disclosure of documents submitted under a claim of confidentiality. Service Provider specifically waives any claims against the City related to any disclosure of materials pursuant to GRAMA.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

- A. The Parties intend that an independent Service Provider/City relationship will be created by this Agreement. No agent, employee, or representative of the Service Provider shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Service Provider are not entitled to any of the benefits the City provides for its employees. The Service Provider will be solely and entirely responsible for its acts and for the acts of its agents, employees, subcontractors or representatives during the performance of this Agreement.
- B. In the performance of the services herein contemplated the Service Provider is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

6. SERVICE PROVIDER EMPLOYEE/AGENTS.

The City may at its sole discretion require the Service Provider to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Service Provider may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION.

A. The Service Provider shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Service Provider's defective performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Service Provider; and provided further, that nothing herein shall require the Service Provider to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Service Provider expressly agrees that the indemnification provided herein constitutes the Service Provider's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Service Provider claims or recovers compensation from the City for a loss or injury that Service Provider would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the Parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

B. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

8. INSURANCE.

The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees, or subcontractors. The Service Provider shall provide a Certificate of Insurance evidencing:

A. General Liability insurance written on an occurrence basis with limits no less

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

than One Million Dollars (\$1,000,000) combined single limit per occurrence and Three Million Dollars (\$3,000,000) aggregate for personal injury, bodily injury and property damage.

The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

- B. Automobile Liability insurance with limits no less than Two Million Dollars (\$2,000,000) combined single limit per accident for bodily injury and property damage.
- C. Professional Liability (Errors and Omissions) insurance with annual limits no less than One Million Dollars (\$1,000,000) per occurrence. If written on a claims-made basis, the Service Provider warrants that the retroactive date applicable to coverage precedes the effective date of this agreement; and that continuous coverage will be maintained for an extended reporting period and tail coverage will be purchased for a period of at least three (3) years beginning from the time that work under this agreement is complete.
- D. Workers Compensation insurance limits written as follows:
Bodily Injury by Accident Five Hundred Thousand Dollars (\$500,000) each accident;
Bodily Injury by Disease Five Hundred Thousand Dollars (\$500,000) each employee, Five Hundred Thousand Dollar (\$500,000) policy limit.
- E. The City shall be named as an additional insured on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Service Provider and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance. Should any of the above described policies be cancelled before the expiration date thereof, Service Provider shall deliver notice to the City within thirty (30) days of cancellation. The City reserves the right to request certified copies of any required policies.
- F. The Service Provider's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

9. TREATMENT OF ASSETS.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any,

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

prepared by the Service Provider pursuant to this Agreement (contingent on City's performance hereunder).

10. COMPLIANCE WITH LAWS AND WARRANTIES.

- A. The Service Provider, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.
- B. Unless otherwise exempt, the Service Provider is required to have a valid Park City business license.
- C. The Service Provider specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.
- D. If this Agreement is entered into for the physical performance of services within Utah the Service Provider shall register and participate in E-Verify, or equivalent program. The Service Provider agrees to verify employment eligibility through E-Verify, or equivalent program, for each new employee that is employed within Utah, unless exempted by Utah Code Ann. § 63G-12-302.
- E. Service Provider shall be solely responsible to the City for the quality of all services performed by its employees or sub-contractors under this Agreement. Service Provider hereby warrants that the services performed by its employees or sub-contractors will be performed substantially in conformance with the standard of care observed by similarly situated companies providing services under similar conditions.

11. NONDISCRIMINATION.

- A. The City is an equal opportunity employer.
- B. In the performance of this Agreement, the Service Provider will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap; provided that the prohibition against discrimination in employment because of handicap shall not apply if the particular disability prevents the proper performance of the particular worker involved. The Service Provider shall ensure that applicants are employed, and that employees are treated during employment without discrimination because of their race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to: employment, upgrading,

Professional Service Agreement (Standard)

Revised 09.14.2016

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

demotion or transfers, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and programs for training including apprenticeships. The Service Provider shall take such action with respect to this Agreement as may be required to ensure full compliance with local, state and federal laws prohibiting discrimination in employment.

- C. The Service Provider will not discriminate against any recipient of any services or benefits provided for in this Agreement on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.
- D. If any assignment or subcontracting has been authorized by the City, said assignment or subcontract shall include appropriate safeguards against discrimination. The Service Provider shall take such action as may be required to ensure full compliance with the provisions in the immediately preceding paragraphs herein.

12. ASSIGNMENTS/SUBCONTRACTING.

- A. The Service Provider shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Service Provider not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment. Any assignment made without the prior express consent of the City, as required by this part, shall be deemed null and void.
- B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and property bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.
- C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.
- D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Service Provider stating that the subcontractor has used E-Verify, or equivalent program, to verify the employment status of each new employee, unless exempted by Utah Code Ann. § 63G-12-302.

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

signed by both Parties. Such amendments shall be attached to and made part of this Agreement.

14. PROHIBITED INTEREST, NO THIRD PARTY RIGHTS AND NO GRATUITY TO CITY EMPLOYEES.

- A. No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- B. Nothing herein is intended to confer rights of any kind in any third party.
- C. No City employee who has procurement decision making authority and is engaged in the procurement process, or the process of administering a contract may knowingly receive anything of value including but not limited to gifts, meals, lodging or travel from anyone that is seeking or has a contract with the City.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

- A. All work proposed by the Service Provider is based on current government ordinances and fees in effect as of the date of this Agreement.
- B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an "extra" pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.
- C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary for performing the services herein.

16. TERMINATION.

- A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days' written notice to the other party. The Service Provider shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Service Provider shall promptly submit a termination claim to the City. If the Service Provider has any property in its possession belonging to the City, the Service Provider will account for the same, and dispose of it in a manner directed by the City.
- B. If the Service Provider fails to perform in the manner called for in this Agreement, or if the Service Provider fails to comply with any other

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

provisions of the Agreement and fails to correct such noncompliance within three (3) days' written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Service Provider setting forth the manner in which the Service Provider is in default. The Service Provider will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the Parties on the last page of this Agreement. Notice is effective upon the date it was sent, except that a notice of termination pursuant to paragraph 16 is effective upon receipt. All reference to "days" in this Agreement shall mean calendar days.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in connection with that action or proceeding.

19. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered within the State of Utah, and it is agreed by each party hereto that this Agreement shall be governed by laws of the State of Utah, both as to interpretation and performance.
- B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

20. SEVERABILITY AND NON-WAIVER.

- A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.
- C. It is agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a subsequent waiver of the provisions of this Agreement. No waiver shall be effective unless it is in writing and signed by an authorized representative of the waiving party.

21. ENTIRE AGREEMENT.

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both Parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both Parties recognize time is of the essence in the performance of the provisions of this Agreement.

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION

445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

Diane Foster, City Manager

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

SERVICE PROVIDER NAME

Address:

Address:

City, State, Zip:

Tax ID#: _____

PC Business License# BL_____

Signature

Printed name

Title

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of _____, 20__, personally appeared before me _____, whose identity is personally known to me/or proved to me on the basis of satisfactory evidence and who by me duly sworn/affirmed, did say that he/she is the _____ (*title or office*) of _____, a _____ corporation (or limited liability company), by Authority of its Bylaws/Resolution of the Board of Directors or Member Resolution, and acknowledged that he/she signed it voluntarily for its stated purpose as _____ (title) for _____, a _____ corporation (or limited liability company).

Notary Public

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “A”

SCOPE OF SERVICES

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “B”

PAYMENT SCHEDULE FOR “EXTRA” WORK



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Big Brothers Big Sisters of Utah has an office in Park City that recruits volunteers to work with children and youth in the area that are facing adversity. This program promotes one-to-one relationships and helps youth to have good role models in their lives.

If Council desires to discuss this item, feel free to remove it from the Consent Agenda.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: National Mentoring Month
Author: Michelle Kellogg
Department: Executive
Date: January 5, 2016
Type of Item: Administrative

Summary Recommendation

Approve the proposed resolution proclaiming January 2017, as Park City Mentoring Month.

Executive Summary

Big Brothers Big Sisters of Utah has an office in Park City that recruits volunteers to work with children and youth in the area that are facing adversity. This program promotes one-to-one relationships and helps youth to have good role models in their lives.

The Opportunity

By proclaiming January, 2017, as Park City Mentoring Month, Park City will be joining in a nationwide effort to unite citizens and raise public awareness of the importance of mentoring in the lives of children.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Staff recommends Council approve the proposed resolution in support of National Mentoring Month.

Pros

- a. The resolution demonstrates the City's support of Big Brothers Big Sisters of Utah.
- b. The resolution promotes volunteerism and the value of the children in the community.
- c. Supporting this resolution could result in increased volunteers and awareness in the community.

Cons

- a. No increase in volunteers.

Consequences of Selecting This Alternative

Supporting this resolution will demonstrate that the City values young people in the community.

- 2. Null Alternative:** No material impact.

Department Review

Legal and Executive Departments

Funding Source

There are no commitments associated with this resolution.



Resolution 01-2017

A RESOLUTION PROCLAIMING JANUARY, 2017, AS PARK CITY MENTORING MONTH

Whereas, our community recognizes that the success of Utah depends on helping every child succeed and that young people who have the support they need to make the most of themselves can achieve their dreams and strengthen our country;

Whereas, we know through research that stable, caring adults are a cornerstone of positive youth development and one-to-one mentoring has been shown to lead to a decrease in risky behaviors, stronger connectedness to school, and better relationships with parents and peers;

Whereas, in 2017, more than 1,200 hundred Utahans will volunteer as mentors spending approximately 100 hours each with a child who needs and wants a mentor;

Whereas, more than 250 children who reside in Utah are waiting to find a mentor who will help them find a pathway to success;

Whereas, Big Brothers Big Sisters of Utah stands ready to connect volunteer mentors with children living in adversity and support their one-to-one relationships so that these children may overcome barriers in their lives;

Whereas, National Mentoring Month is an opportunity to unite citizens of Utah and raise public awareness of the importance of mentoring in the lives of children;

Now, Therefore, the City Council of Park City, Utah, hereby declares January, 2017, as Park City Mentoring Month.

PASSED AND ADOPTED this 5th day of January, 2017.

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The Type 2 Convention Sales License (CSL) applicants to date pending approval are shown in the attached exhibit. The applicants have obtained a pre-inspection prior to application (PIPA), provided a site/floor plan stamped by a design professional with occupant load and paid the applicable license fee. Staff is requesting approval of the applicant to conduct business during the 2017 Sundance Film Festival.

Respectfully:

Rebecca Gillis, Accounting Manager



City Council Staff Report

Subject: Council Approval of Type 2 Convention Sales Licenses
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: January 5, 2017
Type of Item: New Business

Summary Recommendation

Staff is requesting Council approval of the Type 2 Convention Sales License (CSL) applications listed in Exhibit A for operation during the 2017 Sundance Film Festival (Festival) contingent on passing the Final Inspection Post Application (FIPA).

Executive Summary

The thirty-eight Type 2 Convention Sales License applicants to date pending approval are shown in Exhibit A. The applicants have obtained a pre-inspection prior to application (PIPA), provided a site/floor plan stamped by a design professional with occupant load and paid the applicable license fee. Staff is requesting approval of the applications for Convention Sales Licenses during the 2017 Sundance Film Festival (Festival).

Acronyms

City – Park City
CSL – Convention Sales License
Festival – Sundance Film Festival
FIPA – Final inspection post application
MFL – Master Festival License
PIPA – Pre-inspection prior to application
Type 2 – A type of CSL for operation during the Festival

Background

The Sundance Film Festival brings with it an increasing number of non-Master Festival License (MFL) affiliated businesses to conduct business within the Park City (City) limits on a short-term basis. The increase has created health, safety and wellness concerns for the City and its residents, including the City's ability to provide basic Police, safety and emergency services. The numbers of various non-MFL affiliated licenses being applied for inundates the Finance Department with license applications in the final days just before the Festival starts.

Municipal Code 4-3-9(D)(2) retains Council authority to approve Type 2 CSL licenses. Prior to Council's consideration of the Type 2 CSL license application, the applicant must have a pre-inspection prior to application (PIPA). This inspection will highlight any issues related to the space prior to their final inspection. The inspection must

accompany the license application along with accurate floor plans stamped by a design professional including the occupant load.

The process for a Type 2 CLS is as follows:

1. Obtain floor plans stamped by a design professional
2. Obtain a PIPA
3. Make application with site plan, PIPA, and pay the appropriate fee
4. Finance requests approval from City Council
5. Obtain Council approval
6. Obtain a FIPA
7. Issue license

The Municipal Code for Type 2 CSL's allows the City to address issues related to adverse impacts or carrying capacity issues related to the licensed activity and volume. It also allows service departments, event staff and public safety to obtain a more adequate picture of the total public service demands for the Festival in a timeframe that provides for service level and cost adjustments. Staff has reviewed the applications for accuracy and completeness. Staff recommends that Council reviews and approves the applicants listed in Exhibit A. The applicant listed has received a PIPA and if approved by Council, must receive a FIPA prior to the license being issued.

Vacancy:

During the October 6, 2016 work session, vacancies on Main Street were discussed in the context of temporary conversions to hospitality p.57-

<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2193&Inline=True>.

While staff intends to return with a proposed ordinance, no ordinance or notice has been developed to date.

However, staff would like to specifically make note of any licenses that are proposed into locations shown in the previous report. Staff recommends approval of the application because the property owners could reasonably claim that they did not have any reasonable notice or expectation that they would be unable to make a conversion of this type. Exhibit A highlights the properties that have been identified as vacant.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve the Type 2 CSL applications listed in Exhibit A subject to passing the FIPA.

Pros

- a. The applicants will be able to operate during the Festival.

Cons

- a. There are no anticipated negative impacts associated with approving the locations on Exhibit A.
- b. Null Alternative: If Council does nothing and does not grant approval, the applicants will not be permitted to operate at the specified host locations.

Pros: There are no perceived positive impacts from doing nothing.

Cons: The applicants will not be able to operate during the 2017 Festival.

Department Review

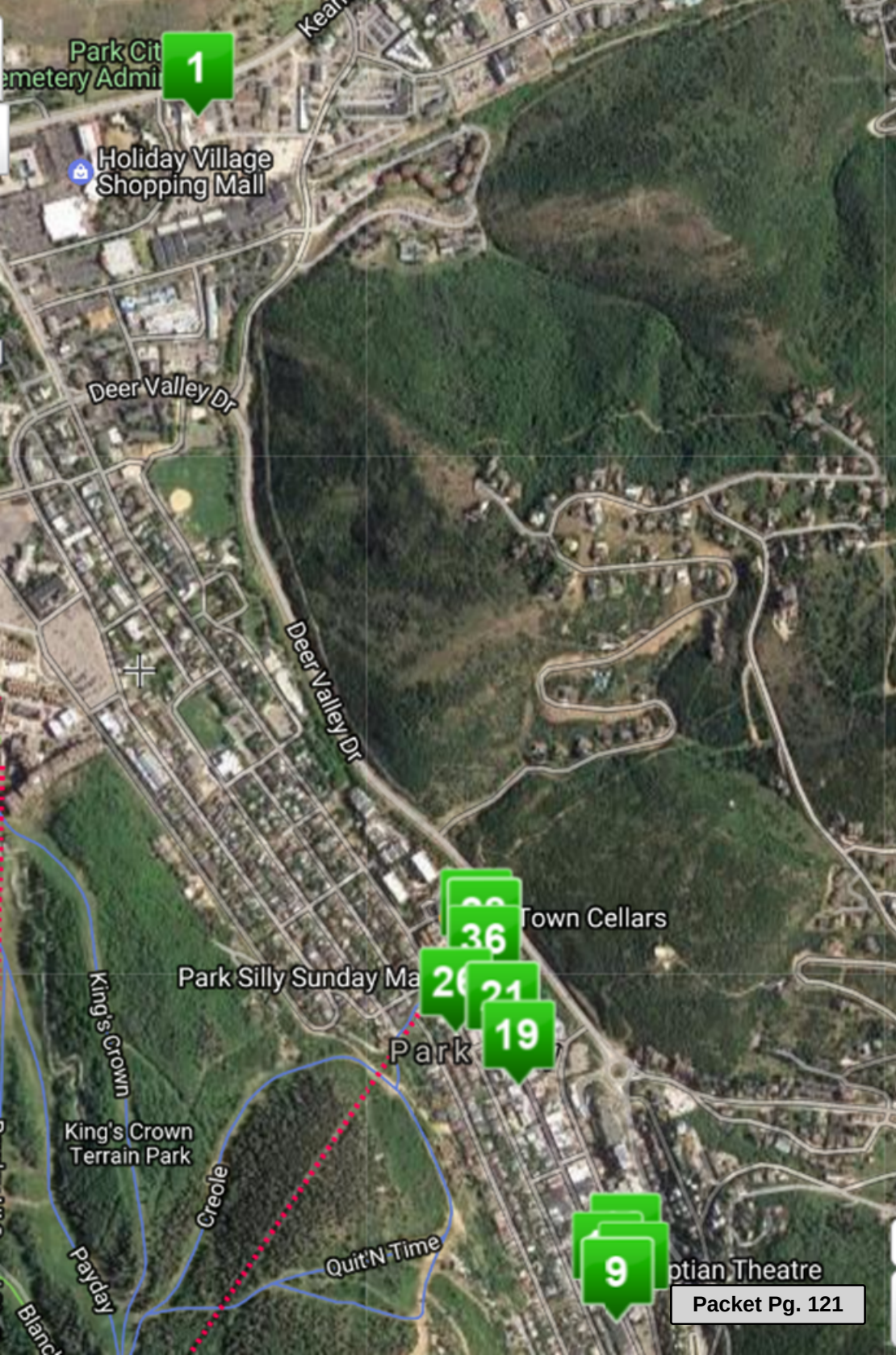
Finance, Special Events, Building, Sustainability, Legal, Executive

Attachments

Exhibit A- List of Locations-CSL / Exhibit B- Map of Locations-CSL

	Applicant Name	Location Address
	To Be Approved	
1	VIP Event Management, LLC	1251 Kearns Blvd
2	Rand Luxury	2300 Deer Valley
3	360 Fly Inc.	2300 Deer Valley
4	Medical Light Devices	2300 Deer Valley
5	Porsche	2300 Deer Valley
6	Gulfstream Aerospace Corp	2300 Deer Valley
7	Jet Aviation Holdings USA, Inc.	2300 Deer Valley
8	J. Mendel	2300 Deer Valley
9	Durkin Group, LLC	255 Main Street
10	Barefoot Eco Outfitters	255 Main Street
11	Choices Recovery	255 Main Street
12	CMFR Canada	255 Main Street
13	Episcope, LLC	255 Main Street
14	Bohemian Guitars, Inc.	255 Main Street
15	Impact Partners Film Services, LLC	260 Main Street
16	Savannah, GA Film Commission	305 Main Street
17	LA Times	314 Main Street
18	American Express	314 Main Street
19	Brewco	577 Main Street
20	FCBX	577 Main Street
21	Hunter Public Relations	625 Main Street
22	Henson Consulting	625 Main Street
23	Bobble	625 Main Street
24	The Bait Shoppe	625 Main Street
25	The Full Picture, LLC	625 Main Street
26	NVE, Inc.	657 Park Avenue
27	Apple	657 Park Avenue
28	Precious Entertainment	738 Main Street
29	Garrett Brands	738 Main Street
30	The Creative Coalition	738 Main Street
31	TESLA	738 Main Street
32	Coolway Boots	738 Main Street
33	Labs for Liberty	738 Main Street
34	Philadelphia Film Society	738 Main Street
35	Emerson College	804 Main Street
36	Penske Business Media, LLC	900 Main Street
	Previously Approved	
37	TAO	1251 Kearns Blvd.
38	Uintah Partners	136 Heber Ave.
39	William Morris	221 Main Street
40	Slamdance Film Festival	255 Main Street

41	AFCI Beyond Cinema	305 Main Street
42	Chef Dance	427 Main Street
43	Variety Media Lounge	625 Main Street
44	Indie Lounge	710 Main Street
45	Lucy Stepp/Deadline Photo Studio	900 Main Street



Park City
Cemetery Admin

1

Holiday Village
Shopping Mall

Deer Valley Dr

Deer Valley Dr



Town Cellars

Park Silly Sunday Ma

Park

King's Crown

King's Crown
Terrain Park

Creole

Payday

Blanch

Quit'N Time

9

Optian Theatre



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The attached exhibit lists all liquor license applicants to date pending approval. These applicants have completed all requirements for application, including insurance requirements and paid the applicable license fee. Staff is requesting approval of the attached applicants to serve alcoholic beverages during the 2017 Festival.

Respectfully:

Beth Bynan, Business License Specialist



City Council Staff Report

Subject: Local Consent for Special Event Temporary Alcoholic Beverage Licenses during the 2017 Sundance Film Festival
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: January 5, 2017
Type of Item: New Business

Summary Recommendation

Staff is requesting Council approval of the Special Event Temporary Alcoholic Beverage License (License) applications listed in Exhibit A for operation during the 2017 Sundance Film Festival (Festival).

Executive Summary

The attached Exhibit A lists all License applicants to date pending approval. These applicants have completed all requirements for application, including insurance requirements and paid the applicable license fee. Staff is requesting approval of the attached fourteen applicants to serve alcoholic beverages during the 2017 Festival. Eight of the fourteen are considered late applications and will be counted as part of the twelve late applications accepted.

Acronyms

City – Park City Municipal Corporation
DABC - Utah Department of Alcoholic Beverage Control
HPCA- Historic Park City Alliance
License – Special Event Temporary Alcoholic Beverage License
Festival – Sundance Film Festival
MFL – Master Festival License
SE – Special Events

Background

On June 6, 2013, Council passed amendments to the requirement for a License during the time period of the Festival. One of those amendments requires City Council approval of all applications. The final deadline for DABC approval prior to the Festival will be on January 6, 2017. However, there are instances in which the Park City Municipal (City) requires a License and the DABC does not (i.e. private parties). Under City Municipal Code 4-4-2(B)(2) Council may choose to hold an emergency meeting to hear no more than twelve (12) applications for late approval.

All applications must be complete and submitted no later than the first Friday in January (January 6, 2017) to be heard no later than the second Thursday in January (January 12, 2017). No more than the first twelve complete applications to be submitted will be heard. A higher fee, pursuant to the fee schedule, may be required due to the expedited

nature of the emergency meeting. Eight late applicants are shown in Exhibit A and are considered to be part of the twelve that can be accepted/approved. These eight are considered late because they missed the 12/9/16 deadline to submit their liquor permit applications. There are also liquor applicants being presented for approval today who were on-time in terms of our deadline, but had yet to be added to the Council agenda for approval.

Vacancies & Outreach to past applicants & Main Street Business Owners

In September 2016, as part of the Main Street tenant mix/vacancy effort, staff and the Mayor initiated direct contact with a number of building owners who had “vacant” storefronts to express concern over possible impacts their empty storefronts have on the vitality and character of Main Street.

Staff has also continued, as part of this discussion regular outreach with a task force represented by the HPCA, building owners, real estate professionals and other at-large community members.

During the October 6, 2016 work session, vacancies on Main Street were discussed in the context of temporary conversions to hospitality p.57-

<http://parkcityut.igm2.com/Citizens/FileOpen.aspx?Type=1&ID=2193&Inline=True>.

While staff intends to return to Council with a proposed ordinance, no ordinance or notice has been developed to date.

However, staff would like to specifically make note of any licenses that are proposed into locations shown in the previous report. Staff recommends approval of the application because the property owners could reasonably claim that they did not have any reasonable notice or expectation that they would be unable to make a conversion of this type. There are no locations listed on Exhibit A to be approved that were noted as vacant.

Condition of Approval:

In order to maintain life safety standards, staff recommends that security personnel (at a ratio of 1 security officer per 50 occupants) be required for all Single Event Temporary Alcoholic Beverage Licenses, for nightclubs, bars and similar uses. Staff recommends that this security be included as a condition of approval for these identified sites as highlighted on EXHIBIT A. Staff included this condition of approval information in the 2017 Rules of the Road document to encourage compliance and reduce last minute surprises for event organizers and applicants. The Fire Marshall will be monitoring the security plan implementation occupancy ratios of these locations ensuring compliance life safety.

Sites approved through the Special Event process are separately regulated; security is addressed during that application process.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve the Single Event Liquor Permit locations listed in Exhibit A

Pros

- a. The applicants will be able to serve liquor at their permitted locations.

Cons

- a. There are no anticipated negative impacts associated with approving the locations on Exhibit A.

- b. Null Alternative:** If Council does nothing and does not grant approval, the applicants will not be permitted to serve liquor at the specified locations.

Pros: There are no perceived positive impacts from doing nothing.

Cons: The applicants will not be able to serve liquor at their locations during the 2017 Sundance Film Festival.

Department Review

Finance, Special Events, Building, Sustainability, Legal, Executive

Attachments

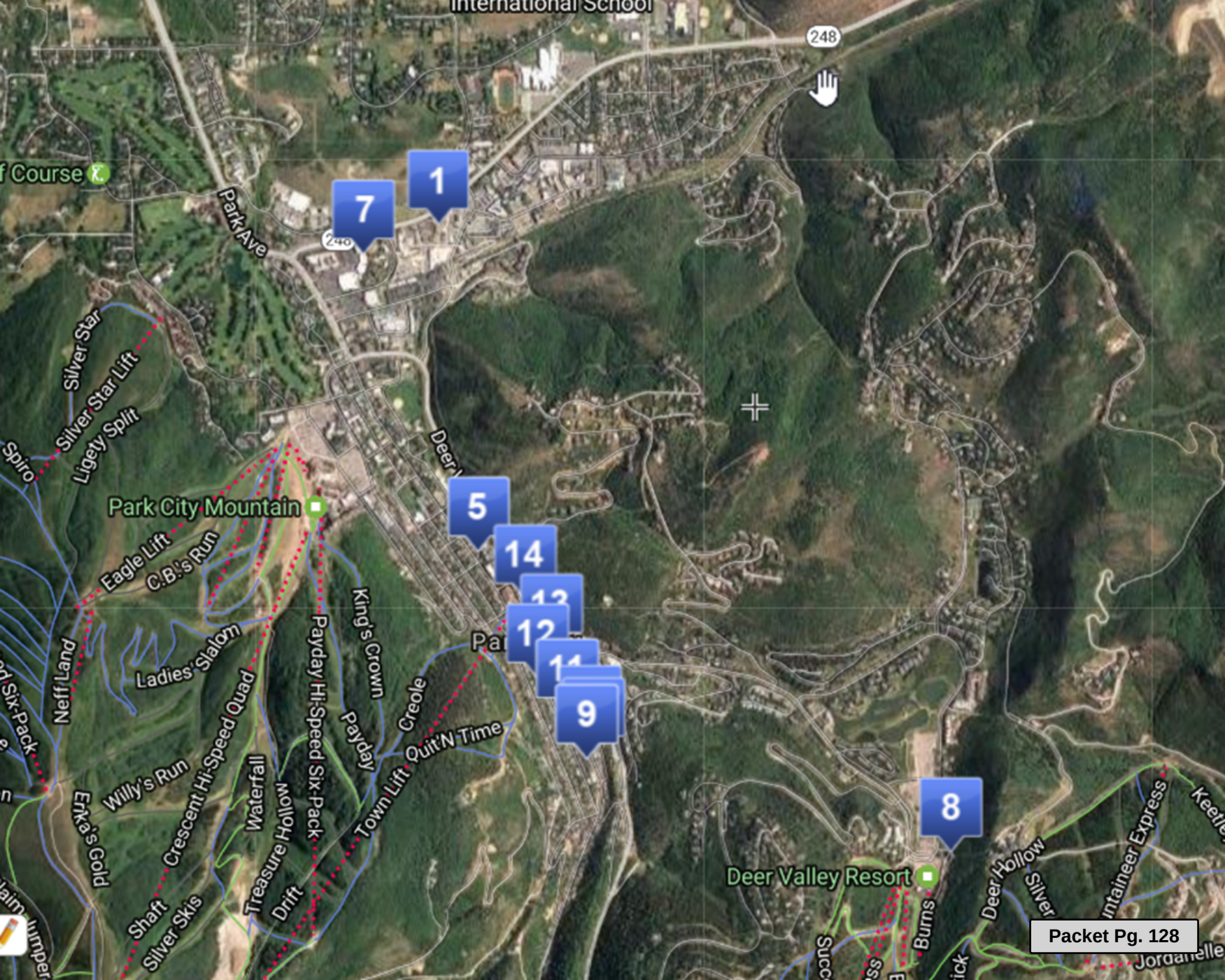
Exhibit A- List of locations / Exhibit B- Map of Locations

	Applicant Name	Location Address
	To Be Approved	
1	Done to Your Taste/KAC	1401 Kearns Ave
2	Slamdance	255 Main Street Suite C
3	Done to Your Taste	260 Main Street
4	Kuhl/Alfwear	333 Main Street
5	Acura/Sundance Inst.	890 Main Street
6	Top Shelf Services	890 Main Street
	To Be Approved - Late Applications (Up to 12)	
7	Metropolitan/Rocky Mountain Cinemas	1776 Park Ave.
8	St. Regis Deer Valley	2300 Deer Valley Drive
9	Durkin Group/Ecoluxe Lounge	255 Main Street
10	The Blended Table	314 Main Street
11	SSI Venture	515 Main Street
12	Luxe Marketing/Swisher Media	543 Park Ave
13	The Blended Table/Canon Creative Studios	592 Main Street
14	Emerson College	804 Main Street
	Previously Approved	
15	Utah Film Commission	1167 Woodside
16	VIP Event Mgt/TAO	1251 Kearns
17	Uintah Partners	136 Heber Ave
18	William Morris	221 Main Street
19	Sundance Inst./Done to Your Taste	268 Main Street
20	AFCI Beyond Cinema	305 Main Street
21	PC Performance - 10 days	328 Main Street
22	Stella	364 Main Street
23	Chef Dance	427 Main Street
24	Sundance Inst./Church & State Spirits	449 Main Street
25	Brilliant Consulting/YouTube	449 Main Street
26	Stella Lounge	449 Main Street
27	Sundance Inst./Top Shelf Services	475 Swede Alley

Previously approved at 825 Main Street moved to 890 Main Street

28	Top Shelf Services/IMDB	570 Main Street	
29	Sundance Inst./Top Shelf Services	573 Main Street	
30	Chase Sapphire	573 Main Street	
31	Top Shelf Services/Jaunt	580 Main Street	
32	Brilliant Consulting/Kola House	591 Main Street	
33	Variety Media Lounge	625 Main Street	
34	Utah Film Commission	625 Main Street	
35	NVE	657 Park Ave	
36	Indie Lounge	710 Main Street	
37	Precious Entertainment	738 Main Street	
38	Sundance Inst./Top Shelf Services	751 Main Street	
39	DC Berridge/Best Events	820 Park Ave	
40	DC Berridge/Best Events	825 Main Street	
41	DC Berridge/Best Events	836 Park Ave	
42	Lucy Stepp, LLC	900 Main Street	
	Sundance Inst./Top Shelf Services	825 Main Street	* See note above at 890
	Acura	825 Main Street	* See note above at 890

The Building Department recommends a safety plan for the highlighted applicants





DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Rather than award and administer two separate contracts to the same firm for adjacent parcels that are being planned and developed together, staff recommends awarding one contract for both the Fire Station Parcel and 1364 Woodside Design and Construction work in that the results of the Project Management and Pre Design steps resulted in a project that develops the properties concurrently.

Respectfully:

Jonathan Weidenhamer, Economic Development Manager

RDA Staff Report



Subject: Contract for Design and Construction Administration of 1353 Park Avenue (Fire Station parcel) and 1364 Woodside Avenue.
Author: Jonathan Weidenhamer
Department: Sustainability
Date: January 5, 2017
Type of Item: Administrative – Award of Contract

Summary Recommendation

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Elliott Workgroup Architecture LLC, in an amount not to exceed Two Hundred Twenty Five Thousand Six Hundred Thirty Four Dollars (\$225,634). The contract will include full design and construction administration for both the Park Avenue fire station parcel (1353 Park Avenue) and 1364 Woodside Avenue.

Executive Summary

On March 18, 2018 the City released a Request for Proposals (RFP) that included four steps for redevelopment in the Lower Park Avenue Neighborhood:

1. Project Management;
2. Pre-Development – Planning and Schematic Design, Public Engagement;
3. Design Phase - Design Development, Entitlements & Construction; Document Development;
4. Construction Phase - Construction Contract Administration.

For the following five specific deliverables:

1. Housing on the Fire station lot;
2. Determine Senior Center location;
3. Housing options Woodside to Empire;
4. Develop Senior and community center options; and
5. Develop best Use for existing facilities in the RDA (i.e. Miner's Hospital).

Concurrent to negotiating the final scope and timeline for the June 30 2016 award of contract to EWG, Park City Municipal Corporation (PCMC) acquired the .12 acre 1364 Woodside Avenue Parcel (May 2016).

On June 9, 2016 Council directed staff to not add specific design for 1364 Woodside into the scope of the March RFP, and further discussed the intent to release a separate, new RFP to secure design services for 1364 Woodside ([report](#) p.22, [minutes](#),p.3). The reason for this was that adding 1364 to the scope would require issuing a new RFP and the fear of potentially delay the fire station project beyond spring 2017. Council did, however, agree to include 1364 in broader neighborhood planning efforts as contemplated in the March RFP pre-design scope.

On June 30, 2016 the City Council awarded a contract to Elliott Work Group (EWG) for only steps one and two (project management and pre-design) for the five deliverables: in the amount of Seventy Thousand Dollars (\$70,000).

The scope of the RFP, at the discretion of the City Council does allow consideration, through a new contract, of awarding additional portions of scope to EWG, to complete steps three and four (construction design and administration) for:

1. Housing at the Fire station parcel (phase 1);
2. Senior/Community Center; and
3. Improvements sought for existing facilities (City Park Recreation Building or Miner's Hospital).

While, the 1364 Woodside parcel was included in the broader neighborhood master planning scope included in the Pre-Development work awarded to Elliot on June 30, full design and construction administration of 1364 was not included in the March 18, 2018 RFP. Council on June 30, directed staff to release a separate RFP for design and administration of that project.

This separate RFP for 1364 Woodside Design and Construction was advertised on September 24, 2016. The submittal deadline was October 11, 2016. There were four firms that submitted on the RFP and Elliott Workgroup is the recommended firm from the RFP selection committee. Selection criteria included: Experience on similar projects (Score 1-25); Strength of Individuals Committed to the project (Score 1-20); Relevance of the Proposed Work Plan/Scope, (Score 1-15); Availability and Communication (Score 1-15); Other Factors & Additional Services/Cost Proposed (Score 1-5).

Firm	Cost
Gigaplex	\$89,000 - \$125,000
Method	\$120,250
Elliott Work Group	\$57,866
Caddis	57,520

A Staff selection committee unanimously ranked EWG's proposal for 1364 Woodside as the highest qualified to perform the scope of work, based most importantly on:

- i. Their ability to deliver quality, approvable designs in a manner that should allow construction in spring 2017;
- ii. Their familiarity with the planning process, the specific site, and the broader neighborhood based on years of participation in planning exercises. Staff believes that most other firms would have a longer, "getting up to speed" period;
- iii. Their demonstrated experience building affordable housing in Park City, including a City project at Snow Creek, a Mountainlands project on Deer Valley Drive (the Line), and a project for a private developer at 1440 Empire Avenue.

Rather than award and administer two separate contracts to the same firm for adjacent parcels that are being planned and developed together, staff recommends award of one contract for both the Fire Station Parcel and 1364 Woodside Design and Construction

work in that the results of the Project Management and Pre Design steps resulted in a project that develops the properties concurrently.

Acronyms

CIP	Capital Improvement Program
EWG	Elliott Work Group
HDDR	Historic District Design Review
PCMC	Park City Municipal Corporation
RDA	Lower Park Avenue Redevelopment Authority
RFP	Request for Proposals

The Opportunity

The City has secured approximately 2.2 acres of contiguous property between Park and Woodside Avenues in the 1300 block. City Council has identified approximately \$40 million to pursue their critical goal of creating affordable housing. This contract, if approved will allow for the first phase of housing, at the fire station parcel and 1364 Woodside to start construction in 2017.

Background

- On March 18, 2017 PCMC released an RFP to redevelop certain portions of the RDA (Exhibit B, scope).
- On May 5, 2016, PCMC approved a real estate purchase contract for 1364 Woodside, which is a vacant, .12 acre platted lot adjacent to the north of the fire station parcel.
- On June 9, 2016 Council directed staff to not add specific design for 1364 Woodside into the scope of the March RFP, and further discussed the intent to release a separate, new RFP to secure design services for 1364 Woodside ([report](#) p.22, [minutes](#),p.3). The reason for this was that adding 1364 to the scope would require issuing a new RFP and the fear of potentially delay the fire station project beyond spring 2017.
- Council did, however, agree to include 1364 in broader master planning. At that time, Council was specifically told *“While that design process will be separate from this contract, staff will continue to explore options to ultimately develop the fire station parcel and 1364 Woodside concurrently. Elliott Work Group will be permitted to submit a proposal on that RFP.”*
- Based on the March RFP, City Council awarded a contract to Elliott Work Group (EWG) for Project Management and Pre-Development on June 30, 2016. The scope of the contract is attached as Exhibit C. Status of those deliverables includes:

Project Management & Pre-design (Develop Schematic Design)	Status
1. Housing on the Fire station lot	Complete
2. Determine Senior Center location	Complete
3. Housing options Woodside to Empire	Approx. 80% complete. Update to Council on 1/12/17 on size and type of units. Last step is to develop RFP for a Design and/or dlvpt. Team(s)
4. Develop Senior and community center options	Approx. 60% complete. Program developed, schematic site layouts pending. More work to be done on Keetley Building's future
5. Develop best Uses for existing facilities in the RDA (i.e. Miner's Hospital)	To commence in late January 2017

- The specific bullets within the approved scope of the June 30 contract with EWG that specifically allowed inclusion of 1364 in the broader planning of the neighborhood redevelopment, included:
 - *Identify pros and cons of building on multiple sites at once or building each parcel, separately.....*
 - *Determine appropriate density / housing units that best meet the City's housing needs and will be compatible in scale with the current neighborhood(s).*
 - *Develop housing concepts compatible with the neighborhood and housing options defined in the master plans for the fire station lot - generate 2-3 conceptual designs.*
 - *Include an east-west connection between Empire Avenue and City Park.*
 - *Incorporate into the planning the north-south concept for Woodside Avenue.*
 - *Determine appropriate density / housing unit type (townhomes, micro homes, single family homes, mix) that best meet stated city needs and will be an asset to the current neighborhood.*
 - *Address parking needs with the options which may be factored in on the larger master plan concept."*
- On August 25, 2016 the City Council provided preliminary direction on housing at the former fire station parcel, including ([packet](#)),([minutes](#)):
 - Agreed the proposal(s) respected the immediate neighborhood in scale and rhythm;
 - Pursue Option 3, which was the most dense and included footprints for 4 single family homes ranging in size from 869 – 1800 sf (including the replication of the historic home formerly at 1323 Woodside to a new lot on Park Ave); and 4 townhomes, each with an accessory apartment; and a parking lot to park the projet at 1364 Woodside Avenue;
 - Create additional accessory units where possible;
 - An understanding of balancing costs (land & construction), affordability and return on investment/subsidy goals;
 - Consider parking reductions through the MPD process; Consider different approaches to parking including parking across street in a possible underground garage; and/or parking reductions (contingent upon a planning process).
- On September 24, 2016 a Request for Proposals (RFP) for 1364 Woodside Design and Construction was advertised in the Park Record, Salt Lake Tribune, Utah Legals and PCMC website. The submittal deadline was October 11, 2016. There were four firms that submitted on the RFP, Elliott Workgroup, Caddis, Gigaplex, and Method Studio. A committee of staff reviewed the proposals on October 12, 2016 and Elliott Workgroup is the recommended firm from the RFP review committee.
- The following is an excerpt from the Project Description section of the 1364 RFP:

The property is a vacant lot consisting of 0.12 acres of land. City Council has provided direction to develop affordable housing on the adjacent lot to the fire station parcel with a compatible neighborhood concept. It is likely that the existing platted vacant lot will be combined with the adjacent 0.49 acre adjacent lot. In 2016, Park City purchased the vacant property at 1364 Woodside Avenue having previously hired architectural services for the

adjacent property through a separate RFP. Consistent with City policy direction, we are advertising another separate RFP for the newly acquired adjacent property. Park City Municipal is seeking responses from architects licensed in the State of Utah to act as the Primary Architect for the project.

In 2011, Park City completed a plan for the overall RDA that was the basis of its 15 year extension from 2015-2030. In 2012, a more specific implementation plan for the city-owned property was completed. Over the past year, extensive community engagement and education efforts have focused on gathering input on the community needs in this area. This public engagement process included a design studio, during which 15 local design professionals created a series of options to further community dialogue.

The Primary Architect will participate in the finalization and completion of the site development of the vacant lot including: Plan and concept drawings, finalize City Council direction on scope, and then take the drawings through to completion of construction drawing and construction administration. The project will likely be phased construction where the lot may be used for temporary parking for up to two years before building the designed units. They will also be the “Architect of Record”, and be the primary interface with the City agencies in the permit and construction phases, and shall sign and seal appropriate drawings, statements and certifications. They will also provide input as appropriate during all phases of design on codes and standards in Park City and conformance thereto. Additionally, the Primary Architect will complete the necessary Historic Design review and application process and obtain any required governmental approvals and permits with Park City Community Development.

- On October 20, 2016, Council Reviewed the EWG Concept Designs for a second time ([report](#), p.3; [minutes](#), p.2). Council was strongly supportive of proceeding into Design Development and Construction on the Fire Station parcel, and forwarding the concept design/ preliminary approach that included parking the fire station project on 1364 Woodside, contingent upon a planning process.

Alternatives for City Council to Consider

Staff recommends that City Council approve a single contract with Elliott Workgroup for the Design and Construction of the Fire Station and 1364 Woodside Parcels. Council should consider the following alternatives:

1. **Recommended Alternative:** Enter into a professional service provider agreement with Elliott Workgroup for Design and Construction that combines construction design and administration for the fire station and all phases of design for 1364 Woodside.

Pros

- b. The development of housing on the Fire Station parcel is the highest priority for development of affordable housing and the award of the contract will enable Elliott Workgroup to continue work on the Design and Construction in order to begin construction in the spring of 2017.

- c. The project can move forward into Design Development, Conditional Use Permit, Construction Documents, and Historic District Design Review, with the goal of beginning construction in 2017.
- d. Staff committee unanimously ranked EWG's proposal for 1364 Woodside as the highest qualified to perform the scope of work, based most importantly on:
 - i. Their ability to deliver quality, approvable designs in a manner that should allow construction in spring 2017, based on their familiarity with the planning process, the specific site, and the broader neighborhood based on years of participation in planning exercises. Staff believes that most other firms would have a longer, "getting up to speed" period.
 - ii. Their demonstrated experience building affordable housing in Park City, including a City project at Snow Creek, a Mountainlands project on Deer Valley Drive (the Line), and a project for a private developer at 1440 Empire Avenue

Cons

- a. There could be a perception that EWG was chosen due to convenience, not because they best met the selection criteria.
2. **Separate Contracts:** City Council could choose to award two separate contracts to Elliott Workgroup for the Fire Station Design and Construction, and the 1364 Woodside Design and Construction.

Pros

- a. There was a separate RFP and selection process for each project.
- b. Two contracts based on a separate RFP process may seem more transparent than having one contract.
- c. Two contracts is an acceptable alternative.

Cons

- a. One agreement is easier to track and more efficient to manage with staff resources.
 - b. Both projects are contingent on each other for phasing and future build-out.
 - c. EWG has been selected and recommended for both projects.
3. **Null Alternative:** The City Council could choose not to award the contract to Elliott Workgroup for either or both of the Fire Station and 1364 parcels for Design and Construction.

Pros

- a. None seen.

Cons

- a. Would delay the project.

Analysis

Staff intends to award one contract for the Fire Station Parcel and 1364 Woodside Design and Construction work in anticipation of beginning construction in the spring of 2017. The Fire Station Parcel scope is based on the conceptual design developed as part of the June 30, 2016 awarded contract with a not to exceed fee of \$167,768.

The 1364 Woodside scope includes Phase 1 Concept and Schematic Design Services, Phase 2 Design Development and Construction Documents, and Phase 3 Construction Administration. This separate RFP for 1364 Woodside Design and Construction was advertised on September 24, 2016. The submittal deadline was October 11, 2016. There were four firms that submitted on the RFP and Elliott Workgroup is the recommended firm from the RFP selection committee. Selection criteria included: Experience on similar projects (Score 1-25); Strength of Individuals Committed to the project (Score 1-20); Relevance of the Proposed Work Plan/Scope, (Score 1-15); Availability and Communication (Score 1-15); Other Factors & Additional Services/Cost Proposed (Score 1-5).

Firm	Cost
Gigaplex	\$89,000 - \$125,000
Method	\$120,250
Elliott Work Group	\$57,866
Caddis	57,520

A Staff selection committee unanimously ranked EWG's proposal for 1364 Woodside as the highest qualified to perform the scope of work, based most importantly on:

- iii. Their ability to deliver quality, approvable designs in a manner that should allow construction in spring 2017;
- iv. Their familiarity with the planning process, the specific site, and the broader neighborhood based on years of participation in planning exercises. Staff believes that most other firms would have a longer, "getting up to speed" period;
- v. Their demonstrated experience building affordable housing in Park City, including a City project at Snow Creek, a Mountainlands project on Deer Valley Drive (the Line), and a project for a private developer at 1440 Empire Avenue.

The proposed not to exceed fee for all three phases of architectural services for 1364 Woodside is \$57,866, for a total contract of \$225,634 for the Fire Station and 1364 Woodside project.

- The development of the Fire Station is the highest priority for Council's affordable housing goal.
- Council has directed staff to include the future development of the vacant lot at 1364 Woodside into the overall Woodside Park plan for affordable housing as the team considers different approaches to parking contingent upon a planning process.

- Elliot was awarded the Project Management and Pre-development for Phase 1 of the Woodside Park plan.
- 1364 Woodside was included in the Lower Park Avenue Phase 1 RFP for Project Management and Pre-development.
- Elliott Workgroup has developed concepts for parking on 1364 Woodside.
- There will be one contract to manage.

Based on City Council direction on August 25 and October 20, 2016, to proceed with the Design and Construction for the Fire Station and 1364 Woodside parcels, Elliot Workgroup has proposed the scope of services and fees outlined in Exhibit A.

Department Review

Legal, Sustainability, Budget, Community Development and City Manager.

Funding Source

RDA Tax Increment Finance Bonds

Attachments

- A Elliott Work Group – Scope and Fee
- B March 2018 RFP Scope
- C 1364 Woodside RFP Scope

Exhibit A - Fire Station



D. WORK PLAN / FEE SCHEDULE

Work Plan / Fee Schedule

Project:

The project Woodside Park - Phase I, Located at 1354 Woodside Avenue, in Park City, Utah, and consists of the following:

- a.) Demolition of the existing Fire Station and Storage Building,
- b.) Historic Renovation of the existing 1333 Park Avenue Residence,
- c.) the Historic Re-Construction of 1323 Woodside Avenue Residence at 1353 Park Avenue,
- d.) the new construction of a single family dwelling at 1343 Park Avenue,
- e.) the new construction of a single family dwelling at 1334 Woodside Avenue,
- f.) and the new construction of a multi-family residential at 1354 Woodside Avenue.

Parking for this Project is proposed for the adjacent 1364 Woodside Avenue which shall be coordinated under a separate contract, but may be added to this project scope under Additional Services.

The Architect agrees to perform basic services on behalf of the Owner, including usual and customary landscape, civil, structural, mechanical, electrical, and plumbing engineering services:

The Architect's Basic Services Fees are based upon the a "Fire Station Parcel" conceptual design, as selected by the Park City Council. The Project area identified as Woodside Park - Phase I, includes the following proposed units, with associated address for each:

- Woodside Park - Phase I
- (Unit 1) 1333 Park Ave. - Historic Single Family Dwelling
 - (Unit 2) 1353 Park Ave. - Historic Re-construct Single Family Dwelling (1323 Woodside)
 - (Unit 3) 1343 Park Ave. - New Single Family Dwelling
 - (Unit 4) 1334 Woodside Ave. - New Single Family Dwelling
 - (Units 5,6,7&8) 1354 Woodside Ave. - New Multi-Family Dwelling



D. WORK PLAN / FEE SCHEDULE

Work Plan / Fee Schedule

1. Title 1 - Schematic Design and Design Development Services

Scope: The Architect shall provide all required design services based upon the Owner's program and construction budget. The design services of the Architect shall include diagrams, sketches, and drawings to illustrate and define the aesthetics and size of the project.

Schematic Design	\$25,165.13
Design Development	\$33,553.51

2. Title 1 - Construction Documents and Bidding

Scope: The Architect shall prepare construction documents consisting of drawings and specifications, including plans, elevations, details, and sections, sufficient in detail to bid and construct the project.

The Architect shall assist the Owner in the preparation and assembly of documents to be issued for bids. The selection of the Contractor for the project shall be made by the Owner.

Construction Documents and Bidding	\$75,495.39
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Work Plan / Fee Schedule

3. Title 2 - Construction Contract Administration

Scope: The Architect shall provide construction administration services on behalf of the Owner during the construction phase of the project.

Such services shall include the following:

1. Site Observation: The Architect shall visit the site at intervals as the Architect reasonably deems to be appropriate, or as stated in Section 15, to observe if construction is generally in accordance with the construction documents.
2. Submittals: The Architect shall review Contractor's and its subcontractors' shop drawings, product data and samples for conformance with the design intent indicated on the construction drawings. The Architect shall not review the submittals for dimensions, quantities, coordination of components, the adequacy or completeness of the shop drawing details, or performance of materials or equipment indicated on the submittals. Review of the submittals shall not constitute approval of any construction means, methods, procedures, techniques, sequences, or safety precautions or procedures, since these are the sole responsibility of the Contractor.
3. Changes in Work: The Architect shall prepare Change Orders and Construction Change Directives for changes in the Work. Such Change Orders and Construction Change Directives shall be approved by the Owner prior to any work on the changes being performed. The Architect may order minor changes to the Work which do not affect the Contract Sum or the Contract Time.
4. Review of Contractor's Requests for Payment: The Architect shall evaluate the Contractor's requests for payment, including supporting data, and certify the amounts due the Contractor for work, products, and materials installed in the project. The Architect's Certification for Payment represents to the Owner, that based on the Architect's evaluation of the work installed and the data presented for payment, to the best of the Architect's knowledge, information and belief, the Contractor is entitled to payment.
5. Rejection of Nonconforming Work: The Owner shall have the authority to reject nonconforming work installed by the Contractor. The Architect shall bring any known nonconforming work to the attention of the Owner.



D. WORK PLAN / FEE SCHEDULE

6. Access to Project Site: The Architect shall have access to the project site at all times.
7. Determination of the Dates of Substantial Completion and Final Completion: Upon notification by the Owner, the Architect shall conduct inspections to determine the dates of Substantial Completion and Final Completion. The Architect shall not make any other inspection(s) at the project site, unless specifically requested to do so in writing by the Owner. Such requested inspection(s) shall be performed as an Additional Service(s).

Services up to 50% of ConStruction Complete	\$16,776.75
Construction Completion and Close Out	\$16,776.75

Total Title 1&2 A/E Fees	\$167,767.54
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Timeline for completion of the project shall be coordinated with the client's project goals and timeline requirements for the Fire Station Parcel.



ELLIOTT WORKGROUP

Fee Proposal
12/05/2016 Revised

Woodside Park - Phase I
PCMC

Fee Basis

Estimated Construction Cost without Permits and Fees	\$2,485,445.00
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Basic Services - title 1 services

Schematic Design	15.00%	\$25,165.13
Design Development	20.00%	\$33,553.51
Construction Documents and Bidding	45.00%	\$75,495.39
total title 1 fee	80.00%	\$134,214.03

Basic Services - title 2 services

50% Construction Complete	10.00%	\$16,776.75
Closeout	10.00%	\$16,776.75
total title 2 fee	20.00%	\$33,553.51

Total Title 1&2 A/E Fee (Basic Services Fee)	6.75%	\$167,767.54
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Complexity of Scope & Complexity of Consultant Fees

Environmental Assessment may be included as Additional Services or under a separate Contract	\$0.00
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Total Complexity Fees	\$0.00
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Total A/E Project Fee	\$167,767.54
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Fees Include:

Architectural, Landscape, Civil, Structural, Electrical, Mechanical and Plumbing Engineering services.

Not Included:

Not included in the Basic Services are amounts to cover Direct and Reimbursable costs such as printing and travel.



ELLIOTT WORKGROUP

A/E Fee Schedule

Woodside Park - Phase I

<u>Consultants</u>	<u>% of A/E Fee</u>	<u>Total</u>
Architecture	60.00%	\$100,660.52
Structural Engineering	12.00%	\$20,132.10
Mechanical Engineering	15.00%	\$25,165.13
Electrical Engineering	10.00%	\$16,776.75
Civil Engineering	3.00%	\$5,033.03
Total A/E Fees	100.00%	\$167,767.54



ELLIOTT WORKGROUP

Construction Cost

Woodside Park - Phase I

<i>Floor Level</i>	<i>SF</i>	<i>\$/sf</i>	<i>Total</i>
Woodside Park - Phase I			
(Unit 1) 1333 Park Ave	1,198	\$219	\$262,890.00
(Unit 2) 1353 Park Ave	656	\$240	\$157,530.00
(Unit 3) 1343 Park Ave	1,552	\$210	\$326,220.00
(Unit 4) 1334 Woodside Ave	2,527	\$187	\$472,950.00
(Units 5,6,7&8) 1354 Woodside Ave	6,640	\$191	\$1,265,855.00
Totals	12,573	\$198	\$2,485,445.00

Note:

Construction Cost does not include, Soft Costs such as:

General Conditions & Overhead, permits, fees and testing, soft costs, contingency, escalation or owner's reserve.

Exhibit A – 1364 Woodside



D. WORK PLAN / FEE SCHEDULE

Work Plan / Fee Schedule

1. Phase I - Concept and Schematic Design Services

Scope:	Concept and Schematic Design Services shall be provided as per the requirements of the RFP and as follows: a. Definition of the Scope of Work for the project within budget parameters b. Development of Schematic Design documents and a computer generated rendering of a selected concept plan and site plan alternatives.	
Tasks:	The Vacant lot shall be developed and likely combined with the adjacent Fire Station parcel to with a compatible neighborhood concept. Phased construction may develop a parking lot for up to two years before building the designed units. Services shall include Historic District Design Review and application process and obtaining governmental approvals.	
	Concept and Schematic Design Services	70 hrs
	Hourly Not to Exceed	\$8,680

2. Phase II - Design Development and Construction Documents

Scope:	Design Development and Construction Documents shall be provided as per the requirements of the RFP and as follows: a. Provide Design Development drawings b. Secure necessary approvals from regulatory agencies for permits c. Prepare Construction Document drawings	
Tasks:	Design Development and Construction Documents. The Architect shall process and obtain governmental approvals and permits with Park City Community Development.	
	Concept and Schematic Design Services	278 hrs
	Hourly Not to Exceed	\$34,720



Work Plan / Fee Schedule

3. Phase III - Construction Contract Administration

- a. Construction Contract Bidding Services and Bid Documents
- b. Performance of Construction Contract Administration during construction
- c. Record drawings and project manual, including technical specifications
- d. Performance of Construction Contract Administration for project close out.

Tasks: Construction Contract Administration.
The Architect shall coordinate Construction Contract Bidding Services and Bid Documents, assisting the Owner in the selection of a General Contractor. Construction Contract Administration Services shall be provided through out construction. Record Drawings, Project Manuals and Project Close Out Services shall be provided.

Construction Contract Administration	116 hrs
Hourly Not to Exceed	\$14,466

Total Hourly Not To Exceed Fees	\$57,866
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Timeline for completion of the project shall be coordinated with the client's project goals and timeline requirements for the adjacent Fire Station Parcel.

Exhibit B – Additional Services



ELLIOTT WORKGROUP

Hourly Rates

Woodside Park - Phase I

<i>Category</i>	<i>Billing Rate</i>
Principal	\$200 per hour
Associate	\$165 per hour
Project Architect	\$140 per hour
Design Staff 1	\$125 per hour
Design Staff 2	\$90 per hour
Design Staff 3	\$60 per hour
Clerical	\$90 per hour

Exhibits B&C – Scope of March 2016 RFP & 1364 RFP

March 18, 2016 RFP Scope Summary (not including 1364 Woodside)	October 11, 2016 RFP for Architectural Services for 1364 Woodside
Project Management	1. Phase I – Concept and Schematic Design
Attend weekly meetings with staff (project team) through construction.	a. Definition of the Scope of Work for the project within budget parameters.
Affirm the City Council's goals.	b. Development of Schematic Design documents and a computer generated rendering of a selected concept plan and site plan alternatives.
Provide baseline schedule and schedule updates including entitlement projections.	
Present to City Council at key decision points.	2. Phase II – Design Development & Construction Document Development
Prepare for, produce, and manage Community Engagement Meetings at key decision points.	a. Provide Design Development drawings;
Work with the Park City Municipal Building Department on all necessary permitting and correction to plans.	b. Secure necessary approvals from regulatory agencies for permits;
Create a Development and Phasing Strategy for all projects.	c. Prepare Construction Document drawings.
Identify pros and cons of building on multiple sites at once or building each parcel, separately, ultimately recommending a procurement method for each or all priorities.	
Deliver net zero or energy efficient projects.	3. Phase III – Construction Contract Administration
	a. Construction Contract Bidding Services and Bid Documents;
Pre-Development – Planning and Schematic Design	b. Performance of Construction Contract Administration during construction;
Priority 1 – Develop housing options on fire station lot	c. Record drawings and project manual, including technical specifications;
Priority 2 – Develop housing options from Woodside Ave to Empire Ave	d. Performance of Construction Contract Administration for project close out.
Priority 3 – Conduct a feasibility analysis, develop program options, and identify alternative locations and tradeoffs for a stand-alone senior center and/or a shared senior/community center. Options include: 1) Rehabilitation on site; 2) Relocation of the existing facility; or 3) Creation of a new stand-alone senior center and/or a shared senior/community center. Determine if this should be a stand alone program or combined with other community and recreation needs.	
Priority 4 – Identify additional uses for maximizing use of existing facilities including Miners Hospital and the library space	
Priority 5 - Develop a plan to replace existing public works storage and building maintenance functions that will be relocated through these projects.	
Design Phase - Design Development, Entitlements & Construction Document Development	
Develop designs for the fire station parcel and potentially the senior/community center and any improvements sought for existing facilities (ie Miner's Hospital, or Recreation Building). The main tasks associated with design include:	
Coordinate Entitlement and Planning Review.	
Provide design and prepare construction documents.	
30% plus cost estimate submittal or upon completion of schematic design.	
60% plus cost estimate submittal or completion of design development drawings.	
90% including specifications and cost estimate submittal.	
100% including bid documents, specifications and final cost estimate submittal.	
Secure necessary approvals from regulatory agencies and service providers for permits and agreements.	
Deliver net zero projects.	
Assess the project cost estimates and schedule of construction for the priorities.	
Provide bidding assistance for chosen procurement method including bid instructions.	
Construction Phase - Construction Contract Administration	
Provide assistance to PCMC staff in bidding the improvements including pre-bid meeting and support, contractor questions, issuing addenda, preparing bid tabulations, verification of bidder's qualifications, and presentation to City Council for the contract award.	
Provide construction administration.	
Provide construction administration for the improvements.	

Park City Municipal Corporation



Request for Proposals Architectural, Engineering, Planning, Design and Financial Analysis Services For City Owned Property within the Lower Park Avenue Redevelopment Area

Issue Date: March 18, 2016

Submittal deadline: April 7, 2016

Contact: steve.brown@parkcity.org

RFP Website: <http://www.parkcity.org/government/current-rfps-and-bids>

NOTICE TO CONSULTING TEAMS

REQUEST FOR PROPOSALS FOR Architectural, Engineering, Planning, Design and Financial Analysis Services

City Owned Property within the Lower Park Avenue Redevelopment Area

If you are interested in submitting a proposal, a copy of the RFP can be obtained electronically at <http://www.parkcity.org/government/current-rfps-and-bids>.

PROPOSALS DUE: By 4:00 p.m., April 7, 2016

To Steve Brown via e-mail at steve.brown@parkcity.org, Project Manager

PROJECT NAME: Redevelopment of City Property within the Lower Park Avenue Redevelopment Area (LPA RDA).

RFP AVAILABLE: The RFP is available from Steve Brown, Project Manager at steve.brown@parkcity.org.

PRE-SUBMITTAL MEETING: A non-mandatory pre-submission meeting will be held on March 30, 2016 at 11:00 am in the Park City Council Chambers, 445 Marsac Avenue.

MODIFICATIONS & ADDENDA: Any modifications or addendums to the RFP will be made in redlined form on the website each week. Please check the RFP on the website each Friday by 5:00 pm.

PROJECT LOCATION: City owned property in the LPA RDA east to west between City Park and Empire Avenue, and North to South between 14th and 12th Streets, Park City, Utah

OWNER/CONTACT: Steve Brown, Project Manager
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060
steve.brown@parkcity.org

QUESTIONS & ANSWERS: Please submit all questions in writing to Steve Brown at steve.brown@parkcity.org. The question period will open concurrently with the release of the RFP. All questions must be submitted no later than March 31, 2016, at 4pm MDT. Answers will be posted on the City's website on March 18, 25 and April 1, 2016, by 5:00 pm during the selection process. PCMC requests that interested firms refrain from contacting other City staff regarding this project.

Park City reserves the right to reject any or all proposals received. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

Introduction

Park City Municipal Corporation (PCMC) is seeking proposals for Architectural, Engineering, Planning, Design, Master Planning and Financial Analysis Services for City-owned property in the Lower Park Avenue Redevelopment Area (RDA) in Park City, Utah. Park City is aggressively looking at building affordable housing on City owned property. Park City is also considering either refurbishing in place, or relocating an existing senior center, and/or building a new senior/ community center that includes a to be defined program.

The projects outlined in this RFP include:

1. Phase 1 affordable housing - Design, entitlements (governmental approvals) and construction management phase for a +/- .5 acre (Fire Station) parcel that the City will develop itself. The main priority of this project is to get these units on line as soon as possible. This parcel fits within number 3 below, and while #3 should inform #1, it can be seen as a stand-alone project;
2. Creation of an RFP to secure a developer to build Phase 2 affordable/ market rate housing - A larger housing project on +/- 1.69 acres that will be released through a separate RFQ/RFP that this team creates. The City will not develop this portion of the project itself and desires to either secure a joint venture partnership or private developer, that fits within;
3. Creation of a neighborhood design and master planning framework, that includes pre-development, design guidelines, net zero/sustainability design approach, affordable housing & financial/pro-forma development analysis, recommendations on development and parking approach;
4. A feasibility study for a senior/community center including the potential program components study of alternative locations; and design, entitlements and construction management if that project moves forward.
5. Evaluation of highest and best uses for existing facilities within the RDA including the Miner's Hospital and adjacent Recreation Building at City Park.

In 2011, Park City completed a master plan for the overall RDA that was the basis of its 15 year extension from 2015-2030. In 2012 a more specific implementation plan for the City-owned property was completed. Over the past year extensive community engagement and education efforts have focused on gathering input on the community needs in this area. This public engagement process included a design studio during which 15 local design professionals created a series of options to further community dialogue. Lastly, there are efforts currently under way to create a recreation master plan which has identified a high level program and location for a potential new community center. This background frames discussions held with the City Council that form the following goals of this project:

Project Goals

- Develop affordable housing options on the fire station parcel that is compatible with Historic District Guidelines and in scale with the surrounding neighborhood. This is the most immediate and highest priority project and while this parcel fits within the broader

neighborhood, and to a degree should be consistent with broader neighborhood goals, it should be approached as a stand-alone project;

- Develop an overall implementation and phasing plan that includes a holistic approach to developing City property within the RDA.
- Implement the City's goals / targets for affordable housing:
 - A mix of housing product and size: studios, 1, 2, and 3 bedroom condos, apartments, townhomes and detached single family homes;
 - Serving household incomes from \$42,500 to \$109,300 (for sale pricing from \$200,000 to \$435,000 and monthly rents from \$1,062 to \$1,800); and
 - Preference for Owner Occupied units.
- Maintain an east / west connection through the housing area to allow for neighborhood connections from the resort to City Park.
- Develop financial alternatives that acknowledge current neighborhood realities, pressure stemming from the growing resort economy, and is sensitive to the community and social aspects identified in the overall master plan and recent community engagement process.
- Develop a net zero approach and minimum energy design standards for each site and holistically.
- Identify creative parking opportunities for individual sites and holistically that takes into account the multiple uses in the Lower Park Avenue Area and incorporates the transportation / parking vision and concepts that are currently under study.
- Identify potential uses for Miners Hospital when developing the Senior/Community Center options that compliment the area.
- Analyze current Senior Center options and tradeoffs, including refurbishing on site, relocating, and rebuilding.
- Conduct a feasibility analysis for a new Senior/Community Center including a recommended location (s) and program. The exercise should investigate specifically a senior program, teen program, and flex space for multiple community stakeholders.
- Evaluate all potential outcomes on multiple levels, balancing financial, social equity, and Park City's critical priorities (housing, energy, and transportation).

Project Information

In addition to the overarching master plan that the extension of the RDA was based on (January 2011) and more specific implementation strategy created in January 2012 specifically for City owned property, staff recently engaged with the community through both formal and informal engagement approaches to refine our approach and be more specific in desired outcomes. The most recent effort also expanded the footprint and scope into City Park to complete feasibility analysis of a senior/community center and consideration of best uses for Miner's Hospital.

Multiple presentations were given to the City Council summarizing the information presented to the public and comments received. The links to the master plan and recent meeting packets as well as the summaries from the City Council meetings can be found in the [resources](#) section of this document.

Priorities/Deliverable

The priorities defined by PCMC to be fulfilled with this contract are listed below highlighting the specific areas.

Priority 1 Develop affordable housing on the Fire Station parcel as soon as possible.

- Develop 2-3 project concept alternatives including financial/pro-forma analysis
- See “Scope of Work” below
- Background
 - The fire station parcel (1353 Park Ave) consists of 2 acres and bounds parcels totaling 21,081 sf. It currently has three buildings located on the property; the fire station that stores equipment for public works, a significant historic house (1333 Park Ave, see Resources section below), and a cinder block storage area. The fire station and storage are expected to be demolished.
 - A demolished house from 1323 Woodside (part of the Woodside-Empire property) is expected to be replicated on a portion of the Fire Station property as a part of the project. A Schematic Preservation Plan already exists for this replication of a historic single family residence. If unable to get approved as part of the development of this site, this house will be rebuilt as part of the Woodside to Empire housing project. See Resources section for additional information.

Priority 2 Develop an RFP/RFQ and recommended development approach to secure either a joint venture partnership or preferred developer through subsidization and/or disposal of property with conditions for a mixed, market rate/affordable housing, phased project on the City owned property between Woodside and Empire Avenues.

- Background
 - The current senior center is located on this site. The facility is a historic building that was relocated to the site and is non-contributory to Park City’s Historic District; however there may be some sensitivity to demolition or relocation. Part of the feasibility effort will be to address this question.
 - A non-historic addition was added to the building in approximately 1985.
 - The team will need to identify a phasing plan – the senior center may have to remain open until the location of a new center is identified and confirmed in a phased and funded capital facility plan. If a new facility is not open prior to demolition, a temporary location may have to be secured.

Note: Participating firms will not be disqualified or precluded from pursuing a future role in the development of this project(s).

Priority 3 To enable, ultimately the housing of Priority 2, conduct a feasibility analysis, develop program options, and identify alternative locations and tradeoffs for a stand-alone senior center and/or a shared senior/community center. Options should include:

- Rehabilitation on current site. See note below.
- Relocation of the historic portion of the current senior facility building to the area north of the MaWhinney parking lot in City Park or other location.
- Construction of a new, shared senior/community center facility in the Lower Park Avenue area such as adjacent to or replacing the recreation center in City Park or near the MaWhinney parking lot.

Note: There is a current study of the recreation spaces in Park City / Summit County being conducted by the City’s Recreation Dept. This includes looking at renovations to / rebuilding the existing recreation building located in City Park. This option will be coordinated with the efforts currently underway. See Resources section.

Note: The current senior program is housed in a building that is historic, but not to Park City, it was relocated here. The building also has a non-historic addition on it. A previous City Council agreed to either demolish or relocate the building, but that decision will have to be revisited.

Priority 4 Determine additional uses for maximizing use of existing City, RDA facilities including Miners Hospital, Recreation Building and the Library . Identify options to create “flex space” (see design studio findings in Resources section) that maximizes use of existing facilities.

Priority 5 Develop recommendations to relocate existing public works (Streets & Parks Dept.) equipment storage and building maintenance functions that currently exist on these sites. The analysis should specifically consider locations at the City Park, including two City parcels at the northwest corner, behind 7-11 (23,500 sf & 7,155 sf), and below the existing Recreation building (potential location of new community center), as well as to the west of the existing public works storage bays on Iron Horse Drive (see resources).

- Streets & Parks - approximately 4,000 – 6,000 sf of storage for heavy & light machinery. A complete inventory of the equipment and dimensions are available in the resources section
- Building Maintenance – Current program includes approximately 1,000 sf of supplies and equipment. Preferred program would accommodate 2,500 sf of storage and 1,500 sf of workshop. Needs to accommodate deliveries 2x/ week from a box truck.

Additional Considerations to evaluate with the priorities include:

- Net Zero, Energy Efficient and LEED design. The project team shall strive to deliver net zero projects and shall create a “menu” for the City to consider full net zero design. Additionally, minimum design standards include:
 - o LED lighting throughout.
 - o HERS ratings of 54 or less.
 - o No exterior heating elements (heat tape, sidewalk, driveway, etc.).
 - o LEED Design standards and formal accreditation should be as an alternative with associated costs.
- Develop 2-3 holistic parking approaches to the development(s). Parking costs should be included within the pro-forma analysis. Depending on the senior/community outcomes, this may only have to be done for the housing project(s).
- Include an east-west pedestrian and neighborhood connection between Empire Ave (PCMR) and City Park.
- Park City will be finalizing a transportation, traffic and parking study for the resort area and adjacent Bonanza Park area by May 1. Park Avenue is a major transit spine. The Team should be aware of these upcoming findings and build them into their planning concepts
- Consider concepts included in the Design Studio outcomes including the north south promenade in the 1300 block of Woodside Avenue.

Multiple reports, including property condition reports, geotechnical reports, and appraisal information have been completed regarding some of these parcels. The information will be made available to the successful team upon the award of contract.

LOWER PARK AVENUE REDEVELOPMENT AREA



LEGEND

-  Fire Station Lot
-  Woodside Ave to Empire Ave Property (Senior Center Lot)
-  Senior Center / Community Flex Space Possible Areas
-  Current Community Uses (Miner's Hospital and Park City Library)
-  Community / Open Space
-  Proposed Neighborhood Connections

Scope of Work

A multi-discipline design consulting team (Team) is required for services described below. The Team should include architecture, structural engineering, mechanical engineering, electrical engineering, civil engineering, financial/development analysis and programming. The Team should include members with demonstrated success in work in the following specific areas:

- Affordable housing projects;
- Net zero design;
- Historic buildings/preservation planning;
- Neighborhood and community building, master planning and place making;
- Development of senior citizen and other community programs;
- Real estate/development expertise;
- Resort Design expertise.

The Team is expected to coordinate regular meetings with a working committee to further refine the project goals, budget, design of the project, and entitlements. The working committee will include representatives from the City, including Sustainability, Economic Development, Community Development, Public Information, and other departments as required.

It is important to note the importance of the coordination of all of the priorities during the pre-development stage of the Project. The following outlines the scope of work for each phase of the contract. The scope is further broken down by the management responsibilities and the priorities identified above.

Project Management

- Attend weekly meetings with staff (project team) through construction.
- Affirm the City Council's goals.
- Provide baseline schedule and schedule updates including entitlement projections.
- Present to City Council at key decision points.
- Prepare for, produce, and manage Community Engagement Meetings at key decision points.
- Work with the Park City Municipal Building Department on all necessary permitting and correction to plans.
- Create a Development and Phasing Strategy for all projects.
- Identify pros and cons of building on multiple sites at once or building each parcel, separately, ultimately recommending a procurement method for each or all priorities.
- Deliver net zero or energy efficient projects.

Pre-Development – Planning and Schematic Design

Priority 1 – Develop housing options on fire station lot

- Determine appropriate density / housing units that best meet the City's housing needs and will be compatible in scale with the current neighborhood(s).
- Develop housing concepts compatible with the neighborhood and housing options defined in the master plans for the fire station lot - generate 2-3 conceptual designs.
- Develop costing and development (pro-forma) analysis.
- Develop schematic designs for the priorities.
- Provide renderings for public meetings showing the selected plan.

- Address parking needs with the options which may be factored in on the larger master plan concept.
- Include an east-west connection between Empire Avenue and City Park.
- Incorporate into the planning the north-south concept for Woodside Avenue.
- The project team shall strive to deliver net zero projects and shall create a “menu” for the City to consider full net zero design. Additionally, minimum design standards include:
 - o LED lighting throughout.
 - o HERS ratings of 54 or less.
 - o No exterior heating elements (heat tape, sidewalk, driveway, etc.).
 - o LEED Design standards and formal accreditation should be as an alternative with associated costs.
- Conduct needed survey, title and platting work.

Priority 2 – Develop housing options from Woodside Ave to Empire Ave

- Develop an RFP to secure a developer or partner to build this project.
- Create a neighborhood master plan.
- Conduct site feasibility analysis.
- Conduct needed survey, title and platting work.
- Determine recommended process by which to build the housing project (City develop and either keep or dispose, create a joint venture, or dispose of land with conditions, etc.).
- Determine appropriate density / housing unit type (townhomes, micro homes, single family homes, mix) that best meet stated city needs and will be an asset to the current neighborhood.
- Develop costing and development (pro-forma) analysis and template that allows changeable inputs.
- Develop pre- design/ concepts for the priorities.
- Create design guidelines.
- Provide rendering/ bubble diagrams for public meetings.
- Include an east-west connection between Empire Avenue and City Park.
- Incorporate into the planning the north-south concept developed by the design studio for Woodside Avenue (see resources).
- Create 2-3 alternative parking approaches and supporting financial models, one should target the goal of additional housing units based on parking underground and a second one should minimize parking costs with the tradeoff of less site, and less units.
- Elicit Policy direction to establish preferred development parameters, balancing height, density, amount of site development, a net zero approach.
- Conduct needed survey, title and platting work.

Priority 3 – Conduct a feasibility analysis, develop program options, and identify alternative locations and tradeoffs for a stand-alone senior center and/or a shared senior/community center. Options include: 1) Rehabilitation on site; 2) Relocation of the existing facility; or 3) Creation of a new stand-alone senior center and/or a shared senior/community center. Determine if this should be a stand alone program or combined with other community and recreation needs. The existing or new senior center space may be utilized for multiple uses. For example, if a current space was renovated for a senior center or a new senior center was built, it would be appropriate to plan for multiple community uses. An example of that planning could be including locked or exclusive spaces in a kitchen or storage within a multipurpose room where the seniors could store

materials. That would allow the flex space to be used by the seniors, as well as community meetings and functions such as weddings or birthday celebrations.

- Coordinate Entitlement and Planning Review.
- Conduct preliminary environmental assessment of the existing senior center building.
- Develop a senior program. Consider the following amenities in the assessment of a potential location and program of the senior center including:
 - o Meeting space to serve lunch 2X a week
 - o Full kitchen versus warming/catering kitchen
 - o Space for activities - movies, billiards, bridge, etc.
 - o Transit access
 - o Secure/exclusive storage space
- Identify requirements for renovation of the senior center if it remains in place.
- Determine feasibility of relocating the historic portion of the senior center.
- Identify the pros, cons and other tradeoffs of renovating, relocating, and rebuilding the senior center. Identify requirements for a new building that can be shared with an expanded recreation program.
- Develop costing analysis.
- Address parking needs.
- Based on outcome of Priority 2, develop concepts for the location of the senior center - generate 2-3 conceptual designs.
- Develop schematic designs for the priorities.
- Provide renderings for public meetings showing the selected plan.
- Address parking needs.

Priority 4 – Identify additional uses for maximizing use of existing facilities including Miners Hospital and the library space

- Consider the following options:
 - o Continue using Miner's Hospital as it is used today.
 - Sundance uses Sept - March for their back of house ticketing support.
 - The Egyptian rents the building for large portions of the summer for their youth theatre program (which may at some point relocate to Main Street).
 - Recreation Department uses in the summer to expand the Adventure Summer Camp user numbers.
 - Changing from this scenerio would require us to find and cover costs for the Sundance use to have a new home. It is possible we could rent the two existing offices out concurrently with each of the leases above.
 - o Create a part time or year round Entrepreneur/Education or Non-Profit Center that may include:
 - Park City (Angels) Project
 - PC Caps program
 - Child Care
 - o Define plan to maximize the senior/community space.
 - Consider the following uses in tasks above:
 - Childcare Facility
 - Community Event / Meeting Space (80-150 occupants)
 - Smaller Flex Space (for events/active classes)

- Collaborative Workspace
- Community Kitchen
- Center for Non profits/Non Profit Space
- Collaborative Work Space
- Entrepreneur center
- Storage Space
- Outdoor Event Space
- Rooftop Gardens

Priority 5 - Develop a plan to replace existing public works storage and building maintenance functions that will be relocated through these projects.

- Work with Public Works and the Building Department to define locations available to accommodate the functions at the current location.

Design Phase - Design Development, Entitlements & Construction Document Development

Develop designs for the fire station parcel and potentially the senior/community center and any improvements sought for existing facilities (ie Miner's Hospital, or Recreation Building). The main tasks associated with design include:

- Coordinate Entitlement and Planning Review.
- Provide design and prepare construction documents.
 - 30% plus cost estimate submittal or upon completion of schematic design.
 - 60% plus cost estimate submittal or completion of design development drawings.
 - 90% including specifications and cost estimate submittal.
 - 100% including bid documents, specifications and final cost estimate submittal.
- Secure necessary approvals from regulatory agencies and service providers for permits and agreements.
- Deliver net zero projects.
- Assess the project cost estimates and schedule of construction for the priorities.
- Provide bidding assistance for chosen procurement method including bid instructions.

Construction Phase - Construction Contract Administration

- Provide assistance to PCMC staff in bidding the improvements including pre-bid meeting and support, contractor questions, issuing addenda, preparing bid tabulations, verification of bidder's qualifications, and presentation to City Council for the contract award.
- Provide construction administration.
- Provide construction administration for the improvements.

Deliverables/Tentative Schedule

The working committee will hold weekly meetings with the team up until bidding. During construction management it is expected there will be weekly meetings with the construction firm, City staff, and the design team until the end of construction.

The project is slated to begin in May 2016. The phases of the project are planned to overlap in order to begin construction on the Fire Station Parcel as soon as possible. The tentative dates for each phase are outlined below and also shown in the chart.

May 2016 to May 2019
May 2016 to May 2017
September 2016 to January 2018
April 2017 to May 2019
May 2019

Content of Proposal

Responses to this RFP must be organized as outlined below. Responses not organized as outlined below, not containing the information specified, or not containing sufficient detail may receive a lower rating when evaluated.

Letter of Introduction (0)
Section I General Information (5)

Section II	Team Make up and organization (5) – Demonstrated Team success – Use of Local team members
Section III	Experience and References (35) – Affordable housing – Historic preservation – Net zero, energy efficient, sustainable design – Neighborhood redevelopment and master planning – Experience & success in Park City entitlement process – References
Section IV	Project Approach (35) – overall approach – approach specific to the project sequence – Identify any potential challenges – approach to producing financial models – Schedule – Ability to deliver housing on the Fire Station parcel as soon as possible
Section V	Summary (0)
Section VI	Additional Proposal Requirements (5)
Section VII	Cost Estimate & Schedule (15)

Letter of Introduction (0 points)

One (1) Page Limit. Please provide a letter of introduction that briefly:

1. Introduces your firm and gives the location of the office(s) that will be primarily responsible for the work.
2. Identifies the project manager for the Team (provide telephone number, and email address) for future correspondence on this Project.
3. States proposed interest in project.

SECTION I – General Information (5 points)

Two (2) Page Limit. Provide the following information about each firm participating in the project (only submit information regarding the office(s) that will be involved in project):

1. Firm History. Please provide a brief history of your firm. Include the number of offices, total number of employees, and the type of work that your firm performs.
2. Qualifications. Please present information concerning your firm’s qualifications and general approach to the consulting services criteria listed in this RFP. Qualifications should be specific to consultant position(s) being proposed for.

SECTION II – Team Make up & Organization (5 points)

Two (2) Page Limit. Provide the following information about key project team members participating in the project:

1. Provide an organization chart for this project. Identify only key persons for the project team assigned to this work.
2. Key Personnel. Provide a list of key personnel who have specialized experience and expertise relating to the consulting services criteria. List only those that are likely to actually perform the work described in this RFP. (NOTE: Do not include percentages of availability as this may be

misinterpreted.) List the location of the office to which each is assigned. Provide resumes, not to exceed two pages, for key personnel in an Appendix that indicates their education, registrations, expertise and relevant experience. If there are other firms you intend to contract with for services, please identify those by name and contact information.

3. Provide a brief narrative of what each key personnel will contribute to the project, their special expertise, and how they will enhance the project deliverables.

SECTION III – Experience and References (35 points)

Three (3) Page Limit. The intent of this section is to obtain information about five similar projects that team members and the project manager have completed within the past 5 years that will illustrate the firm's ability to perform services required for this project. The projects referenced should be directly related to affordable housing and community master planning including specific community or senior civic spaces. The projects should be directly associated with the key personnel identified in Section II.

1. Specifically address experience in affordable housing projects.
2. Specifically address experience in historic preservation.
3. Specifically address experience in pursuing sustainable, energy efficient design, including net zero, LEED design and certification, etc.
4. Identify specific experience in neighborhood and master planning and phasing of multi-year projects.
5. Identify construction management and experience with innovative construction procurement processes, specifically with CM/GC (CMAR) as this project may be delivered utilizing this alternative delivery method with the contractor.
6. Provide a list, table, or chart summarizing your firm's related project experience. Show projects, locations, and the types of services performed based on the consulting services criteria. In addition, provide brief project descriptions of the projects shown in the summary. Attention will be given to projects in the greater Park City area that demonstrate an understanding of the complex entitlement process here.
7. Provide at least three (3) client references of similar projects.

SECTION IV – Project Approach (35 points)

Three (3) Page Limit. Discuss the following as related to the proposed Project:

1. Explain your firm's overall approach toward producing a design, including the preliminary scope of services and the coordination of activities necessary to accomplish the project design.
2. Provide a brief narrative on the approach specific to the project, the sequence of major events to be undertaken. The approach should demonstrate the Consultant's knowledge and familiarity with the elements included in this project, as well as describing any plans for improving the project deliverables, unique ideas, or utilization of cost-saving techniques applied on similar projects.
3. Identify any potential challenges that could be encountered during this work.
4. Identify a preliminary approach to public engagement.
5. Explain your Team's overall approach to producing financial models to make informed decisions on how to develop the properties.
6. Schedule: The proposer shall indicate their ability to meet the proposed schedule outlined in the RFP. The biggest priority is to complete housing on the fire station parcel as soon as possible.

SECTION V – Summary (0 points)

One (1) Page Limit. Summarize your submittal and add any other comments that you feel would make your firm uniquely qualified to participate in this project. In other words, why should we hire your firm?

Proposing firms are responsible for reviewing the Project Goals and Preliminary Scope of Services, as included in this RFP, and proposing a team to address the challenges presented. Proposing firms are encouraged to add to their proposal any key scope elements that they believe will enhance the project's success and best utilize their firm's experience and expertise. Keep in mind that the City prefers to receive clear, concise and complete information devoid of excess promotional material.

SECTION VI - Additional Proposal Requirements (5 points)

Page Limit as necessary to address identified items.

1. A statement that the Proposal includes all terms and conditions of the RFP.
2. Proof of insurance as outlined in the SAMPLE Professional Services Agreement. Proof of coverage by Workers' Compensation Insurance or exemption.
3. Written affirmation that the firm has a policy of nondiscrimination in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation, marital status or other protected class, and has a drug-free workplace policy, is an Equal Opportunity Employer and is otherwise qualified by law to enter into the Professional Services Agreement.
4. Listed "Exceptions" to the City's sample Professional Services Agreement. Unwillingness to comply with our insurance/indemnity provision will count against a proposing firm.

SECTION VII - Cost Estimate and Schedule (15 points)

Page Limit as necessary to address identified items. Documents are to be submitted separate from Proposal – See Information to be Submitted Section

1. A fee proposal and detailed schedule shall be submitted for the Pre-Development phase of the work. The proposal shall include a fee schedule including hours and costs for each task and each team member, an estimate of direct expenses and billing rates for each team member as well as an aggregate cost estimate for the pre-development phase. The Design and Construction phases will be negotiated upon successful completion of the Pre-development work as the scope of the project becomes clear.
2. Rate Structure: The City is also interested in the team's rate structure.
 - a. Hourly charge-out rate table for all anticipated personnel classifications.
 - b. Include any indirect charges & expenses, mark-ups, etc.
 - c. Include all team members/sub-consultants.
 - d. Include any proposed mark-up for sub-consultant fees.

Selection Criteria

Proposals will be evaluated on the factors listed in Content of Proposal, above.

- The selection process will proceed on the following schedule:
 - Proposals will be received by Stephen Brown, Project Manager via email prior to **4:00 p.m., April 7, 2016.**
 - A selection committee made up of Park City Municipal Corporation staff will review the submitted Statements of Qualifications/Proposals the week of April 11, 2016 and select a

proposer. A short list interview may be required if two or three proposers are closely ranked. If short list interviews are required, they would occur during the week of **April 11, or April 18, 2016.**

- Staff anticipates presenting recommendation to City Council to enter into an agreement with selected firm by May 5, 2016.
- The factors that will be the basis for evaluation as outlined in the Proposal Content Section include:
 - Letter of Introduction (0)
 - Section I General Information (5)
 - Section II Team Make up and organization (5)
 - Section III Experience and References (35)
 - Section IV Project Approach (35)
 - Section V Summary (0)
 - Section VI Additional Proposal Requirements (5)
 - Section VII Cost Estimate & Schedule (15)
- Proposals lacking required information will not be considered.
- Park City will negotiate a final scope and fee with the top ranked proposer and recommend to City Council for final approval and contract. Award of the contract is subject to approval by City Council.
- The nature and extent of requested changes to our standard contract (i.e. unwillingness to comply with our insurance/indemnity provision counts against a bidder.)
- Park City Municipal Corporation reserves the right to cancel or modify the terms of this RFP and /or project at any time and for any reason preceding contract award and reserves the right to accept or reject any or all proposals submitted pursuant to this request for proposals. Park City will provide respondents written notice of any cancellation and /or modification. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.
- All submittals shall be public records in accordance with government records regulations (“GRAMA”) unless otherwise designated by the applicant pursuant to UCA §63G-2-309, as amended.
- Proposals shall be good for 60 days from the April 7, 2015 submittal deadline.
- **Price will not be the sole deciding factor.**

Selection Process

All respondents must address submittal requirements outlined in ***Submittal Requirements***. Non-responsive submittals (those not conforming to the RFP requirements) will be disqualified and will not be considered further. Each respondent bears the sole responsibility for the items included or not included in its submittal. Deviations from or exceptions to the terms and specifications contained within this RFP, if stipulated in a submittal, while possibly necessary in the view of the submitting respondent, may result in disqualification.

After evaluation of the complete proposals received in response to this RFP, City Staff and other community representatives may conduct interviews with one or more of the Applicants. The evaluation team will comprise of staff from the Sustainability Team and Community Development Department, including but not limited to:

Jonathan Weidenhamer - Economic Development Manager
Anne Laurent – Community Development Director
Steve Brown – Project Manager
Matthew Twombly – Project Manager
Rhoda Stauffer – Housing Specialist
Jason Glidden – Economic Development Programs Manager
Nate Rockwood – Capital Budget, Debt and Grants Manager
Alfred Knotts – Transportation Planning Manager
Park City Council Member

During any interview, Applicants will be encouraged to elaborate on why they are the best choice for this work and provide their vision and philosophy. Interview questions may include additional information about prior projects and experience as well as performance data, project approach, and staff expertise relevant to the project. PCMC expects the key personnel proposed for the project to be present at the interviews including:

- Lead Architect
- Project Manager
- Lead Planner or Landscape Architect
- Lead Housing Expert
- Economic Lead

At the conclusion of the interviews, but by no later than April 15, 2016, the Selection Committee shall rank, in the order of preference, the Applicants whose professional qualifications and proposed services are deemed most meritorious.

Negotiations, including the final scope of work, shall then be conducted with the Applicant ranked first. If a contract satisfactory to PCMC can be negotiated at a fee considered fair and reasonable, the award shall be made to that Applicant. Otherwise, negotiations with the Applicant shall be formally terminated and the City will move on to the next Applicant.

PCMC reserves the right to complete the selection process without proceeding to an interview process, and may choose to select based on the information supplied in the Statement of Qualifications. PCMC reserves the right to select the Applicant(s) whose qualifications, in the City's sole judgment best meet the needs of the City. Price may not be the sole deciding factor. PCMC reserves the right to reject any and all applications. Award of contract will be subject to approval by the City Council of Park City.

Park City Municipal Standard Service Provider Agreement

The successful proposal will be required to enter into Park City's Professional Service Agreement, in its current form, with the City. A draft of the Agreement is attached to this RFP (Exhibit A). Any requested changes to the contract language must be submitted to the City Attorney's Office for review during the RFP process and must be addressed prior to a contract being signed.

ALL VENDORS THAT THE CITY CONTRACTS WITH ARE REQUIRED TO HAVE A PARK CITY BUSINESS LICENSE (other than Contractors). This can be purchased through our Finance Department.

If the bidder uses third parties for completing RFP requirements, list what portion of the RFP will be completed by third parties and the name, if known, of the third party.

If there is a conflict between the written and numerical amount of the proposal, the written amount shall supersede.

Evidence of Ability to Obtain Insurance.

1. General Liability insurance written on an occurrence basis with limits no less than two million dollars (\$2,000,000) combined single limit per occurrence and four million dollars (\$4,000,000) aggregate for personal injury, bodily injury and property damage. The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63-30d-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.
2. Automobile Liability insurance with limits no less than Two Million Dollars (\$2,000,000) combined single limit per accident for bodily injury and property damage.
3. Professional Liability (Errors and Omissions) insurance written on claims made basis with limits no less than one million dollars (\$1,000,000) combined single limit per occurrence.
4. Workers Compensation insurance written on an occurrence basis with limits no less than one half million dollars (\$500,000) combined single limit per occurrence.

Information to be Submitted

The electronic proposal, not to exceed 10 MB, must be received via email to Stephen Brown (steve.brown@parkcity.org), 445 Marsac Avenue, Park City, UT 84060 no later than **4:00 p.m., April 7, 2016**. Additionally, the use of a FTP site to download the Proposal will not be considered responsive. All proposals shall remain good for 60 days. It is the responsibility of the offeror to verify receipt of submittal with Mr. Brown.

Preparation of Proposals

- A. Failure to Read. Failure to Read the Request for Proposal and these instructions will be at the offeror's own risk.
- B. Cost of Developing Proposals. All costs related to the preparation of the proposals and any related activities are the sole responsibility of the offeror. The City assumes no liability for any costs incurred by offerors throughout the entire selection process.

Proposal Information

- A. The City will make every effort to ensure that all offerors are treated fairly and equally throughout the entire advertisement, review and selection process. The procedures established

herein are designed to give all parties reasonable access to the same basic information. Park City's policy, subject to federal, state and local procurement laws, is to provide reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers.

B. Procurement Policy. It is Park City Municipal Corporation's policy, subject to Federal and State and local procurement laws, to make reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers.

C. Proposal Ownership. All proposals, including attachments, supplementary materials, addenda, etc., shall become the property of the City and will not be returned to the offeror.

D. Rejection of Proposals. The City reserves the right to reject any or all proposals for any reason. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

No proposal shall be accepted from, or contract awarded to, any person, firm or corporation that is in arrears to the City, upon debt or contract or that is a defaulter, as surety or otherwise, upon any obligation to the City, or that may be deemed irresponsible or unreliable by the City. Offerors may be required to submit satisfactory evidence that they have the necessary financial resources to perform and complete the work outlined in this RFP.

Budget

The budget for the fire station parcel is estimated at \$2.6 - \$2.9M. The budget for the senior/community project and second phase of housing will depend on final scope, developed by the consulting team.

Resources

Staff engaged with the community through formal and informal engagement approaches. Multiple presentations were given to the City Council summarizing the information presented to the public and comments received. The meeting packets as well as the summaries from the following meeting can be found online at <http://parkcityut.igmp2.com/Citizens/Default.aspx>.

Park City Council Meetings Packets and Summaries

Recent Public Engagement process

- o July 16, 2015
- o August 20, 2015
- o September 3, 2015
- o November 19, 2015

RDA Background Information (<http://www.parkcity.org/government/document-central/-/folder-353>)

- o LPA RDA Master Plan 2015 - 2030 (January 2010)
- o LPA Neighborhood Implementation Plan (January 2011)
- o Tax Entity Committee Report (September 2012)
- o Preservation plan for 1323 Woodside Avenue
- o List of current public works storage
- o Map of City Park Parcels & Parcel east of Public Works
- o Updates to Council
 - o 11/8/12

- o 5/5/14
 - o 10/30/14
 - o 1/28/16 – RFP Scope & Priorities
- o Design Studio Exhibits (6/16/15)
- o City Park senior/community center preliminary concept
- o Lower Park Avenue Design Study 1993 - (<http://www.parkcity.org/home/showdocument?id=8668>)
- o 1333 Park Avenue Historic Inventory - (<http://www.parkcity.org/home/showdocument?id=1910>)
- o Housing Ordinance – (<http://www.parkcity.org/home/showdocument?id=15713>)
- o Recreation Master Plan - <http://www.recfacilitiesmp.org/>



Park City Municipal Corporation

1364 Woodside Avenue

Request for Proposals Architectural Services

Submittal deadline: October 11, 2016

Park City Municipal Corporation

Sustainability Office

445 Marsac Avenue

P.O. Box 1480

Park City, UT 84060

(435) 615-5152

Staff contact: Matthew A. Twombly

Senior Project Manager

Email: mtwombly@parkcity.org

RFP Website: <http://www.parkcity.org>

**NOTICE OF REQUEST FOR PROPOSALS FOR ARCHITECTURAL
CONSULTANT SERVICES**

Park City Municipal Corporation (PCMC) is seeking the services of a qualified design team to prepare design, engineering and construction drawings for the following project:

1364 Woodside Avenue Architectural Services

RFP AVAILABLE:

A copy of the RFP can be obtained electronically by emailing mtwombly@parkcity.org. Any modifications or addendums will be made in redlined form on the website on Thursday, October 6, 2016, by 5:00 pm.

PROPOSALS DUE:

Proposal submittals must be received **by e-mail** no later than 4 **p.m. on Tuesday October 11, 2016**, at: mtwombly@parkcity.org.

PROJECT LOCATION: 1364 Woodside Avenue, Park City, Utah

OWNER/CONTACT: Matthew A Twombly, Senior Project Manager
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060

All questions shall be submitted in writing no later than Thursday October 6, 2016, by 2:00 p.m. via e-mail to: mtwombly@parkcity.org

Park City reserves the right to reject any or all proposals received for any reason. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

I. Project Description

Park City Municipal Corporation seeks proposals for architecture and engineering services for an affordable housing project to be located on publicly owned land in Park City. The City is the developer for this project. The work outlined in the RFP includes planning, architectural and engineering design, construction documents and construction administration.

The property is a vacant lot consisting of 0.12 acres of land. City Council has provided direction to develop affordable housing on the adjacent lot to the fire station parcel with a compatible neighborhood concept. It is likely that the existing platted vacant lot will be combined with the adjacent 0.49 acre adjacent lot. In 2016, Park City purchased the vacant property at 1364 Woodside Avenue having previously hired architectural services for the adjacent property through a separate RFP. Consistent with City policy direction, we are advertising another separate RFP for the newly acquired adjacent property. Park City Municipal is seeking responses from architects licensed in the State of Utah to act as the Primary Architect for the project.

In 2011, Park City completed a plan for the overall RDA that was the basis of its 15 year extension from 2015-2030. In 2012, a more specific implementation plan for the city-owned property was completed. Over the past year, extensive community engagement and education efforts have focused on gathering input on the community needs in this area. This public engagement process included a design studio, during which 15 local design professionals created a series of options to further community dialogue.

The Primary Architect will participate in the finalization and completion of the site development of the vacant lot including: Plan and concept drawings, finalize City Council direction on scope, and then take the drawings through to completion of construction drawing and construction administration. The project will likely be phased construction where the lot may be used for temporary parking for up to two years before building the designed units. They will also be the "Architect of Record", and be the primary interface with the City agencies in the permit and construction phases, and shall sign and seal appropriate drawings, statements and certifications. They will also provide input as appropriate during all phases of design on codes and standards in Park City and conformance thereto. Additionally, the Primary Architect will complete the necessary Historic Design review and application process and obtain any required governmental approvals and permits with Park City Community Development.

II. Site Information

Zoning:

The current Park City Municipal Land Management Code identifies the zoning on the Subject Site as Historic Residential – Medium Density (HRM).

III. Scope of Work

The City will provide a basic program indicating general guidance with respect to unit types, density, phasing, and other important site or design considerations, including how the City owned site to the south (fire station parcel) integrates into the adjacent, concurrent development process.

The proposal to Park City Municipal Corporation shall outline an approach to the following needs and shall include an estimated range of total costs to perform the following work. It is anticipated that the specific services to be provided by the Consultant Design Team will include:

1. Phase I – Concept and Schematic Design
 - a. Definition of the Scope of Work for the project within budget parameters.
 - b. Development of Schematic Design documents and a computer generated rendering of a selected concept plan and site plan alternatives.
2. Phase II – Design Development & Construction Document Development
 - a. Provide Design Development drawings;
 - b. Secure necessary approvals from regulatory agencies for permits;
 - c. Prepare Construction Document drawings.
3. Phase III – Construction Contract Administration
 - a. Construction Contract Bidding Services and Bid Documents;
 - b. Performance of Construction Contract Administration during construction;
 - c. Record drawings and project manual, including technical specifications;
 - d. Performance of Construction Contract Administration for project close out.

IV. Submittal Requirements

A. Cover Letter (maximum of 1 page)

Present a brief understanding of PCMC needs based upon the information provided in the Scope of Work. Summarize qualifications most relevant to this project. Identify team and clearly indicate the single contact and authorized representative (principal-in-charge) of the Applicant with mailing address, telephone and fax numbers, and e-mail address. The representative shall certify that the information provided in response to this Request for Proposals is true and accurate.

B. Statement of Qualifications (Maximum of 3 double-sided pages)

Each respondent must demonstrate in their submittal that they have the professional capabilities and the organizational and administrative experience needed to accomplish this project. A concise presentation will be appreciated. The page count does not include index, dividers or separation sheets that contain no information, or short-form resumes of team individuals.

The Statement of Proposals should contain specific responses to the following requested items:

1. **Statement of Approach of Team:** Describe the specialized experience and project approach of the team. Indicate the team leader and his specific role. Briefly discuss the approach to team management and organization. Describe the firms' approach to conceptual site planning, cost estimation, and control.
2. **Specific Affordable Project Experience:** Provide information on similar or relevant projects which team members have executed. Note projects completed within budget and schedule.
3. **Firm/Team Qualifications and Experience in Park City:** Demonstrate professional experience in site planning, neighborhood design, infrastructure design, cost estimation,

and implementation. Examples of recent previous work is required as well as descriptions of the scope of work and management tasks provided by the firm or team. *Photographs of completed projects are encouraged.* Demonstrate recent, relevant experience particularly:

- i. In the Park City market and specifically in Old Town residential development;
- ii. Working with Park City Municipal;
- iii. With historic properties; and
- iv. Affordable housing

4. **Sustainable Development:** Describe the firm(s) commitment to environmentally sound and sustainable practices, and professional experience in applying sustainable practices in new construction.
5. **Proposed Project Team Members:** Submit a written description of the team composition, disciplines, and the primary role of each firm or individual on the team indicating respective roles, responsibilities and related experience and qualifications. Also, include an organization chart. The information must clearly indicate the team leader for the team for this project and the responsible party in each firm who will be providing the required professional experience. If a team approach is used, provide example of projects completed by the team.
6. **Individual Experience:** Provide a description of the background of the key members of each firm on the team and their specific participation in previous projects that would directly relate to the work to be done for this project. This may be done in descriptive text or in a short- form (one page or less) resume.
7. **Quality Control:** Describe the ability to undertake and complete quality projects on time and within budget. Indicate current workload and the capacity of the firm to undertake this project. Has the firm or individual engaged in litigation, arbitration or mediation as a result of design errors of omission? If yes, please explain.
8. **List of References:** List three (3) references with which the team or key members of the team have worked in the last five (5) years, for projects of similar size or scope, indicating projects done. Provide all contact information, such as address, telephone number, fax number and email address. Proposals that do not provide a completed section for references will not be considered further.

C. Supplemental Material (Maximum of 5 double-sided pages)

The Applicant can provide supplemental material to support the firm's selection for this process.

D. Work Plan

Provide a preliminary work plan identifying the tasks to be accomplished, the positions or individuals anticipated to execute each task, hours anticipated for each task and proposed deliverables proposed schedule, management plan, and timeline for completing the project. The exact scope, timeline, deliverables, and Not-to-Exceed total

for Services will be negotiated with the selected Consultant Design Team prior to execution of the contract.

E. Evidence of Ability to Obtain Insurance.

1. General Liability insurance written on an occurrence basis with limits no less than One Million Dollars (\$1,000,000) combined single limit per occurrence and Three Million Dollars (\$3,000,000) aggregate for personal injury, bodily injury and property damage. The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.
2. **Automobile Liability** insurance with limits no less than Two Million Dollars (\$2,000,000) combined single limit per accident for bodily injury and property damage.
3. **Professional Liability** (Errors and Omissions) insurance written on claims made basis with limits no less than One Million Dollars (\$1,000,000) combined single limit per occurrence.
4. **Workers Compensation** Workers Compensation insurance limits written as follows:

Bodily Injury by Accident Five Hundred Thousand Dollars (\$500,000) each accident;
Bodily Injury by Disease Five Hundred Thousand Dollars (\$500,000) each employee,
Five Hundred Thousand Dollars (\$500,000) policy limit.
5. The City shall be named as an additional insured on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Service Provider and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance. The Certificate of insurance shall warrant that, should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. The City reserves the right to request certified copies of any required policies.
6. The Service Provider's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

F. Professional Services Agreement Statement. A copy of the City's standard Professional Services Agreement is included in the Attachments Section of this RFP. Please include a statement indicating that you (1) accept the Agreement as is or (2) propose changes and specify.

V. Fee Schedule

The fee for all three Phases of work will be done with a Not to Exceed total amount. The proposal must include a list of hourly billing rates for all personnel involved in the project for the Lead Consultant as well as Sub-Consultants in the case of addition of mutually agreed upon scope. A Not-to-Exceed Fee (including estimated hours or a flat rate and any additional reimbursables) proposal for Services shall be submitted as part of the proposal. The exact

scope, timeline, deliverables, and Not-to-Exceed total will be negotiated with the selected Consultant Design Team prior to execution of the contract.

Price may not be the sole deciding factor.

VI. Selection Process

All respondents must address submittal requirements outlined in **Section IV, Submittal Requirements**. Each respondent bears the sole responsibility for the items included or not included in its submittal. Deviations from or exceptions to the terms and specifications contained within this RFP, if stipulated in a submittal, while possibly necessary in the view of the submitting respondent, may result in disqualification.

After evaluation of the complete proposals received in response to this RFP, City staff and other community representatives as part of the selection committee may conduct interviews with one or more Applicants.

During any interviews, Applicants will be encouraged to elaborate on their qualifications, experience, performance data, project approach, and staff expertise relevant to the project. PCMC expects the key personnel proposed for the project to be present at the interviews.

At the conclusion of the interviews, the Selection Committee shall rank, in the order of preference, the Applicants whose professional qualifications and proposed services are deemed most meritorious.

Negotiations, including the final scope of work, shall then be conducted with the Applicant ranked first. If a contract satisfactory to PCMC can be negotiated at a fee considered fair and reasonable, the award shall be made to that Applicant. Otherwise, negotiations with the Applicant shall be formally terminated and the City will move on to the next Applicant.

Park City Municipal's policy is, subject to Federal, State, and Local procurement laws, to make reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers.

PCMC reserves the right to complete the selection process without proceeding to an interview process, and may choose to select based on the information supplied in the Statement of Qualifications. PCMC reserves the right to select the Applicant(s) whose qualifications, in the City's sole judgment, best meet the needs of the City. Award of contract is subject to approval by the City Council of Park City.

Evaluation Criteria Weighting

Criteria	Weighting
Evidence of team's ability to perform the required services	25 percent
Qualifications/expertise of the key personnel on the team	20 percent
Past performance and record of successful completion of similar work	20 percent
Evidence of availability of staffing to begin immediately upon award of Contract	20 percent
Proposed Fee Schedule	15 percent

VII. Submittal Instructions

Proposal submittals must be received **by e-mail** no later than **3 p.m. on Tuesday, October 11, 2016**, at: mtwombly@parkcity.org Expensive and elaborate statements are discouraged. E-mails should be no larger than 7 megs. Respondents must ensure receipt of materials by the time and date specified.

Statements should be signed by a duly authorized official(s) of the firm(s). Consortia, joint ventures, or teams submitting proposals, although permitted and encouraged, will not be considered responsive unless it is established that all contractual responsibility rests solely with one contractor or legal entity which is not a subsidiary or affiliate with limited resources. Each submittal should indicate the entity responsible for execution on behalf of the team. Firms or teams will be evaluated, among other things, as to relevant experience, ability to begin and complete the work, and feedback from references. Proposals will be good for sixty (60) days. Submissions will be subject to Government Records and Retention Management Act ("GRAMA") and may be subject to disclosure unless otherwise designated by the applicant pursuant to UCA § 63G-2-309, as amended.

VIII. Tentative Schedule of Selection Process:

- | | |
|---------------------------------------|---|
| 1. Responses to the RFP deadline: | Tuesday October 11, 2016, by 3:00 p.m. |
| 2. Interview for Selected Applicants: | Week of August 29, 2016 (if necessary) |
| 3. Selection of Firm: | Week of August 29, 2016 |
| 4. Finalize and Award Contract: | Week of September 5, 2016 |

IX. Requests for Additional Information

Any questions concerning the submittal or the project shall be sent in written form via email inquiry to the attention of Matthew Twombly, Senior Project Manager, at mtwombly@parkcity.org If you wish to receive a copy of all questions received and responses provided, please check the City website each Friday evening.

Park City Municipal Corporation reserves the right to cancel or modify the terms of this RFP and/or the project at any time and for any reason preceding contract award and reserves the right to accept or reject any or all proposals submitted pursuant to this request for proposals. Park City will provide respondents written notice of any cancellation and/or modification. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The concept phase of architectural services for the proposed public utilities and streets facility is in its final stages. The concept phase includes items such as development of programmatic elements, establishment of sustainability/energy goals and approaches, finalization of space needs, concept site layout/circulation planning, affordable housing concepts, site massing/viewshed analysis, and concept level cost estimates. The programmatic elements have been established and RNL has recommended services required to support the next phase of the project design process, the schematic design.

This First Addendum to RNL's Professional Services Agreement (PSA) addresses the identified schematic design services need. It is anticipated that this scope of services will serve to complete the schematic design, facilitate a complete pre-MPD submittal to Park City Planning, and forward the project into the design development phase of the project.

Respectfully:

Roger McLain, Water Engineer



City Council Staff Report

Subject: Public Utilities and Streets Facility Architecture Services
Professional Services Agreement – First Addendum, RNL, Inc.
Author: Roger McClain, Public Utilities Engineering Manager
Department: Public Utilities
Date: January 5, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends Council authorize the City Manager to execute the First Amendment to the Professional Services Agreement, in a form approved by the City Attorney, with RNL Design, Inc., for the Public Utilities and Streets Facility Architectural Services for an increase to the agreement in an amount not to exceed \$367,000.

Executive Summary

The concept phase of architectural services for the proposed public utilities and streets facility is in its final stages. The concept phase includes items such as development of programmatic elements, establishment of sustainability/energy goals and approaches, finalization of space needs, concept site layout/circulation planning, affordable housing concepts, site massing/viewshed analysis, and concept level cost estimates. The programmatic elements have been established and RNL has recommended services required to support the next phase of the project design process, the schematic design.

This First Addendum to RNL's Professional Services Agreement (PSA) addresses the identified schematic design services need. It is anticipated that this scope of services will serve to complete the schematic design, facilitate a complete pre-MPD submittal to Park City Planning, and forward the project into the design development phase of the project.

Acronyms and Abbreviations in this Report

The following acronyms and abbreviations have been used in this report:

City	Park City Municipal Corporation
MPD	Master Planned Development
PSA	Professional Services Agreement
RNL	RNL Design, Inc.

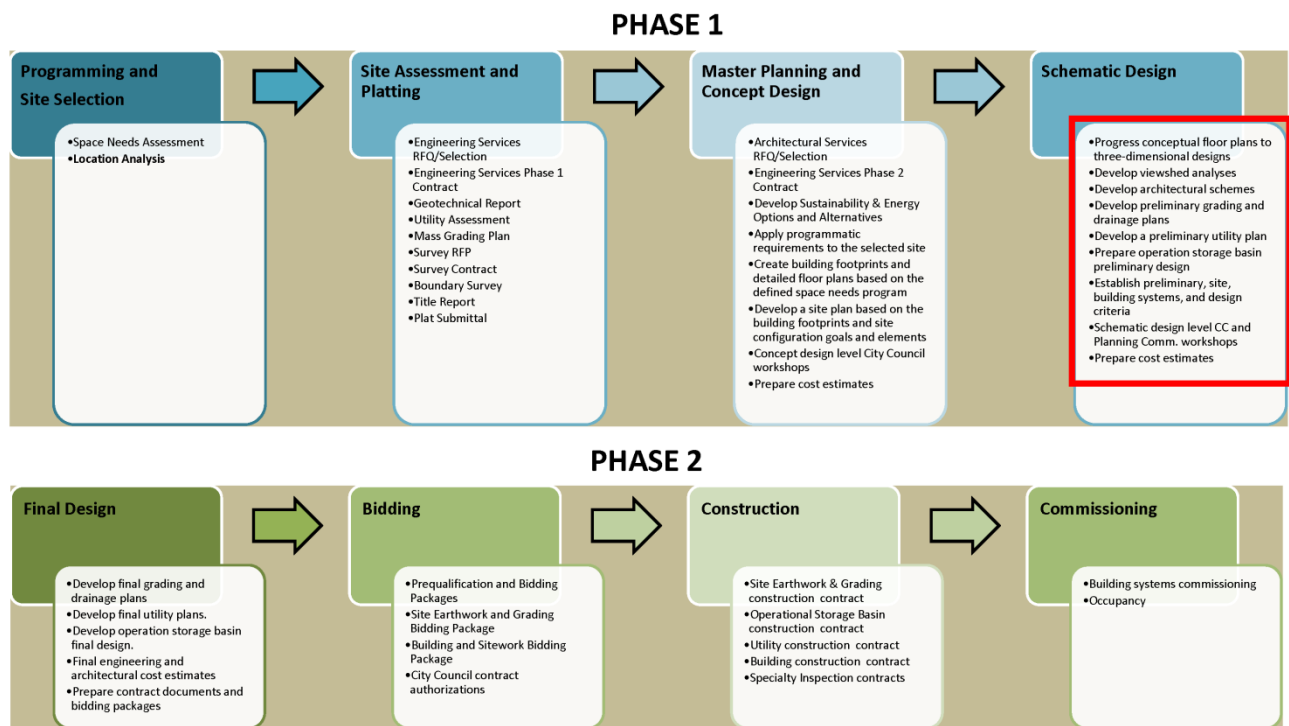
The Issue

The concept design phase has identified programmatic needs for the project which supported staff recommendations to City Council. The project now needs to be advanced to a design level to meet the City's Planning Department requirements for a pre-MPD submittal.

Background

The architectural and engineering design effort is being undertaken in a multi-phased approach by the City to address the Department of Public Utilities short and long-term facility needs. The project approach for RNL, the project architect, and Bowen Collins & Associates, the project engineer, is reflected in the following graphical illustration. The areas of work affected by the proposed first addendum are indicated by the red box.

PCMC PUBLIC UTILITIES AND STREETS FACILITY – WORK PLAN



Staff previously presented recommendations to City Council during the “New Business” and “Work Session” portion of regular meetings. The project related material previously presented at City Council meetings may be found at:

- *Original Bowen Collins & Associates PSA: Engineering Services – May 19, 2016:*
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2140&Inline=True>
- *Original RNL, Inc. PSA: Architectural Services – August 11, 2016:*
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2179&Inline=True>
- *Public Utilities Facility – Programmatic Goals – October 6, 2016:*
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2193&Inline=True>
- *Public Utilities Facility – Site Concept - November 10, 2016*
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2201&Inline=True>

Proposed Supplemental Consultant Services

A summary of schematic design work included in the proposed First Addendum for the RNL services is listed below:

Schematic Design (SD)

The RNL team (consisting of a landscape architect, structural engineer, mechanical engineer, electrical engineer, maintenance consultant, and cost estimator) will prepare Schematic Design drawings which are intended to define the various elements of the project. The following tasks will be completed:

- Conduct a code analysis & review of regulations and work to resolve all code or compliance issues
- Refine building concepts to include size and type of all openings, materials, structural, HVAC, and electrical performance concepts, etc.
- Prepare a landscape plan reflecting proposed site landscape strategies.
- Update the maintenance equipment list and develop the initial maintenance equipment layouts
- Perform Energy Modeling and Life Cycle Cost Analysis for Net-Zero Evaluation.
- Prepare colored design presentations which will include an illustrative site plan, floor plans, elevations, sections, and 3D renderings of the project
- Prepare a scale model of the site and proposed design for use at the public and city approval meetings
- Prepare a Cost Estimate Update based on the schematic level design
- Create a Schematic Design Report summarizing evaluations, findings, and recommendations
- Prepare a Pre-MPD Submittal and participate in coordination and reviews

Schedule

It is anticipated that the Schematic Design work will be completed by April 2017 which is consistent with the City's ability to meet the project completion schedule outlined.

Project Management

The City's project manager will continue to be Roger McClain and will be working under the guidance of the Public Utilities Director.

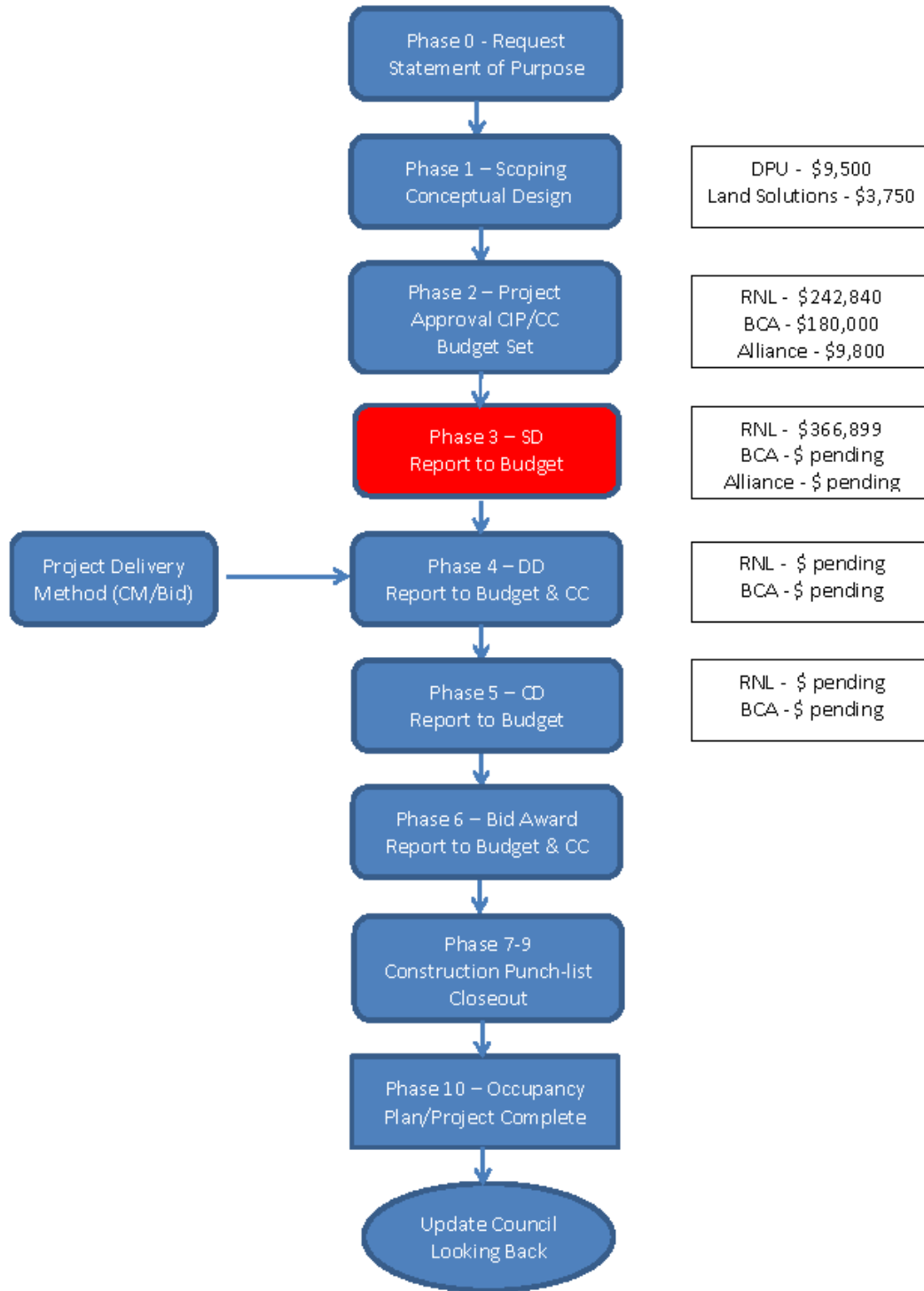
Analysis

This recommendation addresses the schematic design phase of the architectural services. Upon completion of the schematic design it is anticipated that staff will present City Council with:

- results of the design effort
- an update on programmatic goals such as sustainability and energy
- an update on costing, budget, and funding
- a recommendation on project delivery (construction contracting methodology)

The following display presents the Project Development Process and current contract expenditure status.

**Public Utilities and Streets Facility
Project Development Process – Vertical Project**



It is also important to note that modifications to the existing Land Management Code are likely required before this facility could be permitted in order to meet open space requirements for the development. Community Development has agreed to propose changes to the Land Management Code that would define essential public facilities which could have unique requirements and would allow this Facility to be constructed at this site.

Alternatives for City Council to Consider

This section provides pros and cons and next steps associated with the recommended addition to the architecture services and increase in fees.

Pros

- a. Promotes the project into schematic design development and maintains the defined project schedule.
- b. Enables refinement of the project budget
- c. Promotes evaluation and comparison of sustainable and energy alternatives for the facility

Cons

- a. Increases capital improvement project costs that could be utilized for other purposes

Consequences of not authorizing services

- a. Delays could affect the overall project completion schedule which would impact other time-sensitive water related projects including the Stipulated Compliance Order for mining-influenced-water treatment projects
- b. Delays would require other equipment and vehicle storage solutions to be pursued which would potentially impact Levels of Services and operating budgets for the Public Utilities, Parks, Building Maintenance, and Transit Departments.

Furthering the Goals of the General Plan

Through the General Plan, City Council has set as an objective to “Provide reliable public resources to ensure the health, welfare, and safety of residents and visitors” (*Objective 1.4* <http://www.parkcity.org/home/showdocument?id=12388> page 99). Additionally, City Council has established, through the strategic planning process and the Biennial Plans, the following Desired Outcomes:

- Enhanced water quality and high customer confidence
- Effective water conservation program
- Adequate and reliable water supply
(<http://www.parkcity.org/Home/ShowDocument?id=13028> page 1)

In pursuit of the need to maintain levels of service and meet City Council’s goals for essential services, City Council has directed staff to develop a Public Utilities and Streets facility on the property located on the north side of SR 248.

Next Steps:

- Staff will return in late January or early February 2017 to get direction on housing and other key programmatic goals for this facility.
- Upon City Council authorization and subsequent contract amendment execution, staff and RNL will begin schematic design efforts, establish project design criteria and schedules, and evaluate design alternatives.
- Following substantial completion of schematic design architecture and engineering services, a scope and fee for design development architectural and engineering design services will be developed.
- Staff intends to return to City Council with an addendum to the RNL and Bowen Collins & Associates original professional services agreement contract for the design development as well as future design and construction phase services.

Department Review

This report has been reviewed by representatives of Public Utilities, Community Development, Budget, City Attorney's Office, and the City Manager's Office. Comments have been integrated into this report.

Funding Source

The funding for the project is from water and storm water service fees and impact fees; transportation fund; and general funds. This funding is part of the approved 5-year CIP.

Attachments

ATTACHMENT A: Public Utilities Facility – Architectural Services, RNL Design, Inc.,
PSA First Addendum - Scope of Services and Fee Summary

ATTACHMENT A

Public Utilities Facility – Architectural Services, RNL Design, Inc., PSA First Addendum - Scope of Services and Fee Summary

PARK CITY UTILITIES AND STREETS OPERATIONS FACILITY (PCUS AND/OR THE PUB)

INTRODUCTION

The prime consultant for this project will be RNL Design located in Denver, Colorado. Their services include primary project management, architecture, landscape architecture, lighting design, and sustainability vision and leadership. The design team includes Maintenance Design Group (MDG) – equipment design and electrical engineering, Colvin Engineering – mechanical engineering, and Calder Richards Structural Engineers, Inc. – Structural Engineering. Park City has independently hired Bowen Collins & Associates, Inc. as its civil engineer for this project and the new water treatment project that is part of the overall site design. RNL is responsible for collaborating and coordinating with Bowen Collins in regards to the design of the new PCUS facility.

WORK PLAN

A. Schematic Design

A. SCHEMATIC DESIGN (SDs)

Following the completion and approval of the conceptual design, the RNL team, including our landscape architect, structural engineer, mechanical engineer and electrical engineer and maintenance consultant, will begin the Schematic Design drawings which are intended to define the various components of the project. We will coordinate through the City's civil engineer, Bowen Collins. During this phase, the dimensions of the building will be tied down, and the building concepts will be refined to include size and type of all openings, materials, structural, HVAC, and electrical performance concepts, etc. The landscape plan, exterior employee areas, and drainage strategies will be developed further to provide the City a complete understanding of these areas, systems, and strategies. Specific drawings will include:

- Preliminary Code Plans (RNL)
- Site Demo Plans (Bowen Collins)
- Site Plan (Bowen Collins and RNL)
- Grading and Drainage Plan (Bowen Collins)
- Utility Plan (Bowen Collins)
- Landscape Planting Plan (RNL)
- Landscape Illustrative Plan (RNL)
- Level 1 Floor Plan (RNL)
- Level 2 Floor Plan (RNL)
- Employee Housing Floor Plan (RNL)
- Roof Plan (RNL)
- Building Elevations (RNL)
- Building Sections (RNL)
- 3 Wall Sections (RNL)
- Room Finish Schedule (RNL)
- 6 renderings (RNL)
- Interior material finish boards (RNL)
- Exterior material finish boards (RNL)
- Foundation Plan (CR)
- Framing Plan (CR)
- Roof Framing Plan (CR)
- HVAC Narrative (CE)
- HVAC Cut Sheets (CE)

- Electrical Equipment Cut Sheets (MDG)
- Electrical One Line Diagram (MDG)
- Power Plan (MDG)
- Panel Boards and Schedules (MDG)
- Luminaire Schedule (RNL)
- Luminaire Cutsheets (RNL)
- Site Lighting Photometric (RNL)
- Daylighting analysis (RNL)
- Equipment Schedule (MDG)
- Equipment Plan (MDG)
- Process Piping Plan (MDG)
- Preliminary Equipment Details (MDG)

In addition to the drawings the design team will also complete the following additional tasks:

Schematic Design Report

RNL will create a schematic design report for use by the owner team, CM/GC team, and design team in understanding the overall design process and assumptions of the project.

Pre-MPD Coordination and Reviews

RNL will participate in all required Pre-Master Planned Development (MPD) meetings which are expected to occur over the course of schematic design.

Code Analysis & Review of Regulations

RNL will conduct a thorough code analysis and will review and evaluate the project with all agencies as required. RNL will interface with all agencies having jurisdiction and will work to resolve all code or compliance issues. Any areas requiring special attention will be so noted and documented in the Schematic Design Report.

Property Survey

The owner will provide an existing meets and bounds and topologic survey for use by the design team.

Soils Investigation

The owner will provide a geotechnical survey, investigation and report prior to commencing detailed design work. Preliminary pavement and foundation recommendations will be made. The RNL and Bowen Collins teams will review the geotechnical survey and integrate its suggestions into the overall design of the affected systems.

Drainage Analysis

Once the conceptual/schematic design is complete, Bowen Collins will prepare the preliminary drainage study including on-site detention requirements, runoff water quality and erosion control requirements.

Updated Equipment List

MDG will update the maintenance equipment list and will develop the initial maintenance equipment layouts which provide an efficient, cost effective, safe industrial work flow through the facility.

Presentation Boards

RNL will prepare colored design presentation boards which will include an illustrative site plan, floor plans, elevations, sections, and 3D renderings of the project (size of boards TBD). If requested the renderings can be printed separately and will be suitable for framing.

Physical Model

RNL will build a 1" = 30'-0" scale model of the site and proposed design for use at the public and city approval meetings. RNL will ship the model to Park City for use at City Council presentations and planning review meetings.

Prepare Cost Estimate

The RNL team recommends that an independent cost estimator be hired to review the design package at the end of the schematic design task. We recommend retaining Parametrix, Inc. to perform this task.

Energy Modeling and Life Cycle Cost Analysis for Net-Zero Evaluation

The RNL team recommends utilizing Colvin Engineering's energy modeling and life cycle cost analysis team to create at a minimum 2 separate energy model and life cycle cost evaluations during this phase. This work will be provided on an hourly basis.

Deliverables:

- Renderings
- Material Finish Boards
- Schematic Design Report
- Schematic Design Drawings
- Physical Scaled Models
- Independent Cost Estimate
- Geotechnical Report
- Energy modeling results
- Life cycle cost analysis and outcomes



Park City Public Utilities & Streets Facility

Proposal Date:
12/13/2016

RNL Fees SD Design Phase

SCOPE OF SERVICES -			TASKS	TOTAL
GOAL: Net-Zero Energy and Carbon Facility			12 Weeks	
			60 Days	
Personnel	Name		1/3/16 - 3/31/16	
Classification			30% Design & Coordination	
		Rate	Hours	Cost
RNL - Architecture, Landscape Architecture, Interiors, Lighting				
Principal	Maley	\$195.00	72	\$14,040
PM & Lead Architect	Wood	\$145.00	480	\$69,600
Tech Architect/coordination	TBD	\$125.00	160	\$20,000
Intern Architect	Martin	\$95.00	480	\$45,600
Specs	TBD	\$145.00	40	\$5,800
Sustainability	RBG	\$145.00	48	\$6,960
Lead Landscape Architect	McKelvey	\$145.00	24	\$3,480
Intern LA	TBD	\$95.00	48	\$4,560
Lead Lighting	Fitzgerald	\$125.00	48	\$6,000
Lighting Designer + Daylight	Inderwish	\$100.00	96	\$9,600
Interiors	Trepanier	\$145.00	96	\$13,920
		\$145.00	0	\$0
			0	\$0
			0	\$0
			1592	\$199,560
Calder Richards				
Principal	JR Richards	\$160.00	48	\$7,680
Project Manager	H Ungerman, S Packer	\$125.00	40	\$5,000
Structural Engineer	TBD	\$98.00	60	\$5,880
Revit Modeler	TBD	\$80.00	80	\$6,400
Administration	Tara, Mikaela	\$65.00	8	\$520
		\$0.00		\$0
			0	\$0
			236	\$25,480
MDG Electrical				
Principal		\$0.00		\$0
Power Elec Engineer	Hansen	\$200.00	70	\$14,000
Elec Designer	A Roy	\$121.00	70	\$8,470
Lighting Elec Engineer	Hansen	\$200.00	11	\$2,200
Elec Designer	A Roy	\$121.00	10	\$1,210
One Line Elec Engineer	Hansen	\$200.00	8	\$1,600
Elec Designer	A Roy	\$121.00	16	\$1,936
Schedules/Calcs Elec Engineer	Hansen	\$200.00	8	\$1,600
Elec Designer	A Roy	\$121.00	4	\$484
Specs	Hansen	\$200.00	4	\$800
Meetings/Calls	Hansen	\$200.00	14	\$2,800
Panelboards Schedules Elec Engineer	Hansen	\$200.00	15	\$3,000
Elec Designer	A Roy	\$121.00	15	\$1,815
			0	\$0
			245	\$39,915
MDG Equipment				
Equip Programming/Manual	Ken Booth	\$200.00	20	\$4,000
Equip Programming/Manual	Justin Kraegel	\$121.00	56	\$6,776
Equip Programming/Manual	Tahlya Cox	\$83.00	24	\$1,992
Equipment Layout Drawings	Ken Booth	\$200.00	8	\$1,600
Equipment Layout Drawings	Justin Kraegel	\$121.00	56	\$6,776
Process Piping Drawings	Ken Booth	\$200.00		\$0
Process Piping Drawings	Justin Kraegel	\$121.00	56	\$6,776
Process Piping Drawings	Noreen McMahon	\$200.00	16	\$3,200
Signage & Striping Drawings	Ken Booth	\$200.00		\$0
Signage & Striping Drawings	Justin Kraegel	\$121.00		\$0
Specifications	Ken Booth	\$200.00		\$0
Specifications	Justin Kraegel	\$121.00		\$0
Specifications	Noreen McMahon	\$200.00		\$0
Specifications	Tahlya Cox	\$83.00		\$0
Team Meetings	Ken Booth	\$200.00	16	\$3,200
Team Meetings	Justin Kraegel	\$121.00	16	\$1,936
Quality Control	Ken Booth	\$200.00	8	\$1,600
Quality Control	Justin Kraegel	\$121.00		\$0
Quality Control	James Bond	\$150.00		\$0
			12	\$1,800
			12	\$1,800
			24	

Project Management	Ken Booth	\$200.00	8	\$1,600
			0	\$0
			284	\$39,456
Colvin Engineering Associates				
Principal	Steve Connor	\$245.00	8	\$1,960
PM & Lead Engineer	Jarrett Capstick	\$161.00	80	\$12,880
Engineer	Ali Thamer	\$134.00	80	\$10,720
Designer	Tyler Roelfsema	\$121.00	80	\$9,680
BIM Modeler	Guy McKinnis	\$87.00	80	\$6,960
Specs	Jarrett Capstick	\$161.00	8	\$1,288
			0	\$0
			0	\$0
			0	\$0
			336	\$43,488
SUBTOTAL PROFESSIONAL SERVICES				\$347,899
Estimated Expenses				
Per person daily cost - \$150 Hotel and \$75 per diem per day	\$ 225	trips	10	\$2,250
Per person travel Cost - \$350 airfare \$100 mileage and parking	\$ 450	trips	10	\$4,500
Rental Car per day	\$ 125	trips	10	\$1,250
Printing (Large format, renderings)				\$5,000
Printed Model (if necessary)				\$6,000
Estimated Expenses Total:				\$19,000
SUBTOTAL EXPENSES				\$19,000
				30% Design
				\$366,899



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The applicant is requesting to amend the existing Stag Lodge Phase I condominium plat. The purpose of this condominium plat amendment is to convert an area that is currently designated as Common Ownership to Limited Common Ownership to allow for the extension of an existing deck with Limited Common Ownership designation that lies outside of Unit 10's main-level living room. No other units will be affected as part of the proposed amendment. The applicant desires that the entire deck area be designated as limited common, for use appurtenant to Unit 10.

Respectfully:

Ashley Scarff,

City Council Staff Report



PLANNING DEPARTMENT

Subject: Third Amended Condominium Plat
for the Stag Lodge Phase I, Unit 10, located at 8200 Royal
Street East
Author: Ashley Scarff, Planning Technician
Project Number: PL-16-03202
Date: January 5, 2017
Type of Item: Legislative – Condominium Plat Amendment

Summary Recommendations

Staff recommends that the City Council holds a public hearing for the Third Amended Stag Lodge Phase I condominium plat for Unit 10 and considers approving the request based on the findings of fact, conclusions of law and conditions of approval as stated in the draft ordinance.

Description

Applicant: Stag Lodge Owners' Association, represented by Marshall King of Alliance Engineering, Inc.
Location: 8200 Royal Street East, Unit 10
Zoning: Residential Development (RD) as part of the Deer Valley MPD; within the Sensitive Lands Overlay
Adjacent Land Uses: Condominium units, ski terrain of Deer Valley Resort, single family homes
Reason for Review: Plat amendments require Planning Commission review and City Council action.

Proposal

The applicant is requesting to amend the existing Stag Lodge Phase I condominium plat (Exhibits D, E, F). The purpose of this condominium plat amendment is to convert an area that is currently designated as Common Ownership to Limited Common Ownership to allow for the extension of an existing deck with Limited Common Ownership designation that lies outside of Unit 10's main-level living room. No other units will be affected as part of the proposed amendment. The applicant desires that the entire deck area be designated as limited common, for use appurtenant to Unit 10.

Background

On June 6, 2016, the applicant's representative submitted an application to create the Third Amended Condominium Plat for the Stag Lodge Phase I, Unit 10. The application was not deemed complete until October 7, 2016, when staff received a letter indicating that at least 2/3 of the Stag Lodge HOA members had voted in favor of the proposed amendment (Exhibit C).

The subject property is located at 8200 Royal Street East in the Residential Development (RD) District, falls within the Sensitive Lands Overlay (SLO) Zone, and is subject to the Eleventh Amended Deer Valley MPD. The applicant wishes to convert exterior space currently designated as Common Ownership to Limited Common

Ownership in order to allow for the extension of an existing deck outside of Unit 10's main-level living room. The small existing deck already has the designation of Limited Common Ownership, so this is simply an extension of that ownership to the new deck area, resulting in a configuration that is similar to that of Unit 11 next door. While the conversion of Common Area to Limited Common Area does not legally require an amendment to the plat, the applicant has requested this change so that the recorded plat assigns the use of the extended deck area exclusively to Unit 10.

The Stag Lodge Phase I condominium plat was approved by City Council on January 10, 1985 and recorded at Summit County on March 4, 1985 (Exhibit D). The First Amended Stag Lodge Phase I plat was approved by City Council on June 6, 2002 and recorded at Summit County on January 17, 2003 (Exhibit E). The First Amendment replaced sheets 2, 3, 4, 5, and 6 (of 6) of Stag Lodge Phase 1, and converted areas of Limited Common and Common Ownership to Private Ownership. The Second Amended Stag Lodge Phase I plat was approved by City Council on July 1, 2004 and recorded at Summit County on May 25, 2005 (Exhibit F). The Second Amendment affected sheets 2, 4, and 5 (of 6) of Stag Lodge Phase 1, and converted Common Ownership Area to Private Ownership in order to reflect as-built conditions of units that had been combined by removing interior Common walls that separated them.

On November 30, 2016, the Planning Commission reviewed the request, held a public hearing, and forwarded a positive recommendation to the City Council; the vote was unanimous (6-0) and there was no public comment. See Exhibit H – November 30, 2016 Planning Commission Meeting Minutes.

Analysis

The property is located within the Residential Development (RD) District and is subject to the Eleventh Amended Deer Valley MPD (DVMPD). Within the DVMPD, a project can utilize either the City's Unit Equivalent (UE) formula of 2,000 square feet per residential UE, or develop the allowed number of units without a stipulated unit size as long as the project maintains 60 percent (60%) or more of open space. In the case of Stag Lodge, the developer utilized the number of units with no size restriction instead of the unit equivalent formula.

The proposed amendment will not affect the overall number of residential units and the 60% open space requirement will be maintained. The change in ownership and deck extension will not increase the existing building footprint, or the amount of Private Ownership area. The proposed amendment will not increase the parking requirements for Unit 10.

Good Cause

Planning Staff finds that there is good cause for this condominium plat amendment to allow the owners to exclusively utilize the Common Ownership area without increasing the overall number of residential units or parking requirements, or decreasing open space past 60%, consistent with provisions of the Deer Valley MPD. Staff finds that the plat will not cause undue harm to adjacent property owners and all future development will be reviewed for compliance with requisite Building and Land Management Code.

Department Review

This project has gone through an interdepartmental review. There were no issues raised by any of the departments regarding this proposal that have not been addressed by the conditions of approval.

Notice

The property was posted and notice was mailed to property owners within 300 feet on November 11, 2016, in accordance with the requirements in the LMC. Legal notice was also published in the Park Record and on the public notice website in accordance with the requirements of the LMC.

Public Input

Staff has not received public input on this application at the time of this report.

Process

Approval of this application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18.

Alternatives

- The City Council may approve the Third Amended Condominium Plat for the Stag Lodge Phase 1 Unit 10 as conditioned or amended; or
- The City Council may deny the condominium plat amendment and direct staff to make findings for this decision; or
- The City Council may continue the discussion on the condominium plat amendment to a date certain and provide direction to the applicant and/or staff to provide additional information necessary to make a decision on this item; or
- The City Council may remand the item back to the Planning Commission for specific discussion topics and/or findings.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The proposed condominium plat amendment will not be recorded and the subject area will remain as currently platted.

Recommendation

Staff recommends that the City Council holds a public hearing for the Third Amended Stag Lodge Phase I condominium plat for Unit 10 and considers approving the request based on the findings of fact, conclusions of law and conditions of approval as stated in the draft ordinance.

Exhibits

- Exhibit A – Draft Ordinance and Proposed Plat
- Exhibit B – Project Intent
- Exhibit C – Result of HOA Vote
- Exhibit D – Stag Lodge Phase I Plat
- Exhibit E – Stag Lodge Phase I First Amended Plat
- Exhibit F – Stag Lodge Phase I Second Amended Plat

Exhibit G – Aerial Photo and Photos of Unit 10

Exhibit H – November 30, 2016 Planning Commission Meeting Minutes

Exhibit A – Draft Ordinance with Proposed Plat

Ordinance No. 2017-01

AN ORDINANCE APPROVING THE THIRD AMENDMENT TO THE STAG LODGE PHASE I CONDOMINIUMS FOR UNIT 10, LOCATED AT 8200 ROYAL STREET EAST, PARK CITY, UTAH.

WHEREAS, the Stag Lodge Home Owners' Association has petitioned the City Council for approval of a request for an amendment to the Stag Lodge Phase I condominium, Unit 10, located at 8200 Royal Street East condominium plat to convert what is currently designated as Common Ownership area to Limited Common Ownership area to allow for the extension of a deck with use exclusive to Unit 10; and

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was published in the Park Record and Utah Public Notice Website on November 11, 2016 and courtesy notice was sent to surrounding property owners, in accordance with the Land Management Code on November 11, 2016; and

WHEREAS, the Planning Commission held a public hearing on November 30, 2016, to receive input on the proposed amended condominium plat; and

WHEREAS, the Planning Commission forwarded a positive recommendation to the City Council; and,

WHEREAS, on January 5, 2017, the City Council held a public hearing on the proposed amended condominium plat; and

WHEREAS, it is in the best interest of Park City, Utah and there is good cause, to approve the Third Amended Stag Lodge Phase I condominium plat for Unit 10, to convert existing Common Ownership area to Limited Common Ownership area without increasing the overall number of residential units or parking requirements, consistent with provisions of the Deer Valley MPD, as amended (11th Amended DVMPD, as of time of application).

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The Third Amended Stag Lodge Phase I condominium plat for Unit 10, as shown in Exhibit A, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 8200 Royal Street East, Unit 10.
2. The property is located within the Residential Development (RD) District and is subject to the Eleventh Amended Deer Valley MPD (DVMPD).
3. Within the DVMPD, a project can utilize either the City's Unit Equivalent (UE) formula of 2,000 square feet per UE or develop the allowed number of units without a stipulated unit size, as long as the project maintains 60% or more of open space. In the case of Stag Lodge Phases I-IV, the developer utilized the number of units with no size restriction instead of the unit equivalent formula.
4. Stag Lodge Phase I condominium plat was approved by City Council on January 10, 1985 and recorded at Summit County on March 4, 1985.
5. The First Amended Stag Lodge Phase I plat was approved by City Council on June 6, 2002 and recorded at Summit County on January 17, 2003. The First Amendment replaced sheets 2, 3, 4, 5, and 6 (of 6) of Stag Lodge Phase 1, and converted areas of Limited Common and Common Ownership to Private Ownership.
6. The Second Amended Stag Lodge Phase I plat was approved by City Council on July 1, 2004 and recorded at Summit County on May 25, 2005. The Second Amendment affected sheets 2, 4, and 5 (of 6) of Stag Lodge Phase 1, and converted Common Ownership Area to Private Ownership in order to reflect as-built conditions of units that had been combined by removing interior Common walls that separated them.
7. On June 6, 2016, an application was submitted to the Planning Department for the Third Amended Stag Lodge Phase I condominium plat for Unit 10, to convert what is currently designated as Common Ownership area to Limited Common Ownership area to allow for the extension, and appurtenant use of, an existing deck outside of Unit 10's main-level living room. The application was deemed complete on October 7, 2016.
8. A conversion of Ownership from Common to Limited Common (and vice-versa) does not require that a plat amendment be recorded; however, the applicant requested that the change be recorded to ensure that the deck area is appurtenant to Unit 10 to the exclusion of other units.
9. The consent of 2/3 or more of the Unit Owners is required and 100% supported the conversion.
10. The amendment will not affect the overall number of residential units and at least 60% of open space is maintained.
11. The proposed amendment and deck extension will not increase the existing building footprint, or amount of Private Ownership area.
12. The proposed plat amendment does not increase the parking requirements for this unit.
13. The findings in the analysis section are incorporated herein.

Conclusions of Law:

1. There is good cause for this amendment to the condominium plat.
2. The amended condominium plat is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. The amended condominium plat is consistent with the Deer Valley Master Planned Development, 11th Amended and Restated, which is most current at time of application.
4. Neither the public nor any person will be materially injured by the proposed

condominium plat amendment.

5. Approval of the condominium plat amendment, subject to the conditions of approval below, will not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the amended condominium plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation.
2. The applicant will record the amended condominium plat at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the record of survey will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. All other conditions of approval of the Stag Lodge Condominium record of survey plats as amended and the Deer Valley MPD shall continue to apply.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 5th day of January, 2016.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

City Recorder's Office

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Exhibit A - Proposed Plat



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Licensed Land Surveyor and that I hold Certificate No. 4938739, as prescribed by the laws of the State of Utah, and that by authority of the owners, this Record of Survey map of THIRD AMENDED, STAG LODGE PHASE 1, UNIT 10 has been prepared under my direction and that the same has been or will be monumented on the ground as shown on this plat. I further certify that the information on this plat is accurate.

LEGAL DESCRIPTION

UNIT 10 STAG LODGE CONDOMINIUMS, a Utah expandable condominium project, together with an undivided appurtenant ownership interest in and to the common areas and facilities of the project as the same are identified and established in the record of survey map recorded March 4, 1985, as Entry No. 231328 and the declaration of condominium for Stag Lodge recorded March 4, 1985, as Entry No. 231329 in Book 333 at Page 435, the amendment to declaration of condominium for Stag Lodge recorded June 1, 1986, as Entry No. 290987 in Book 479 Page 216, the record of survey map for Stag Lodge phase II recorded January 17, 1989, as Entry No. 303348 and the second amendment to declaration of condominium for Stag Lodge recorded January 17, 1989, as Entry No. 303349 in Book 508 at Page 636 of the official records, and the record of survey map of Stag lodge phase II, recorded March 1, 1990 as Entry No. 321286 and the third amendment to condominium declaration for Stag Lodge recorded March 1, 1990 as Entry No. 321287 in Book 556 at Page 536 and the amended record of survey map Stag Lodge phase III, recorded December 3, 1990 as Entry No. 333684 and the fourth amendment to condominium declaration for stag lodge recorded December 3, 1990 as Entry No. 333685 in Book 588 at Page 188 and the second amendment sheet 2 of 4 record of survey map recorded January 6, 1992 as Entry No. 352470 and the fifth amendment to declaration of condominium for Stag Lodge recorded January 6, 1992 as Entry No. 352471 in Book 640 at Page 765 and the record of survey map for Stag Lodge phase IV recorded July 30, 1992 as Entry No. 363084 and the sixth amendment and supplemental declaration of condominium for Stag Lodge recorded July 30, 1992 as Entry No. 363086 in Book 675 at Page 214 and the first amended sheet 2 of 6 record of survey map recorded, January 17, 2003, as Entry No. 645059 and the amendment to declaration of condominium for Stag Lodge recorded, January 17, 2003 as Entry No. 645062 in Book 150 at Page 1845, and the second amended pages 2, 4 and 5 record of survey map recorded May 25, 2005, as Entry No. 732729, and the Stag Lodge common area record of survey map recorded March 21, 2008, as Entry No. 840403, of the official records in Office of the Summit County Recorder.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Cole Condo, LLC, an Ohio limited liability company, the undersigned owner of the herein described tract of land, to be known hereafter as Third Amended, Stag Lodge Phase 1, Unit 10, does hereby certify that it has caused this Condominium Plat to be prepared, and does hereby consent to the recordation of this Plat.

In witness whereof, the undersigned set her hand this ____ day of _____, 2016.

Marti Cole, Manager
Cole Condo, LLC, an Ohio limited liability company

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

On this ____ day of _____, 2016, Marti Cole personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, did say that she is the manager of Cole Condo, an Ohio limited liability company, and that said document was signed by her on behalf of said limited liability company by authority of its Operating Agreement or Resolution of its Members, and she acknowledged to me that she executed the Third Amended, Stag Lodge Phase 1, Unit 10.

By: _____
Notary Public

Printed Name _____

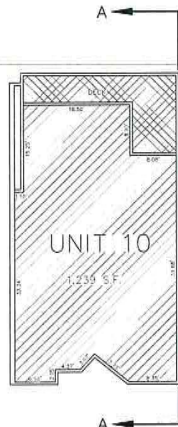
Residing in: _____

My commission expires: _____

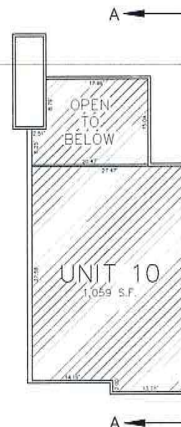
Commission No. _____

NOTE

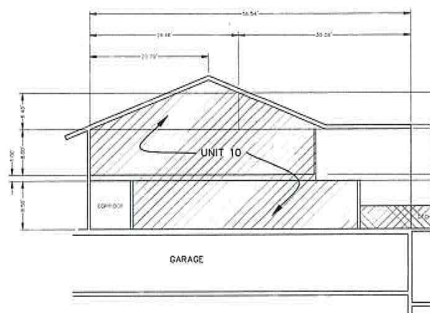
This subdivision is subject to the Conditions of Approval in Ordinance 16-_____



MAIN LEVEL
SCALE: 1"=10'



UPPER LEVEL
SCALE: 1"=10'



SECTION
SCALE: 1"=10'

UNIT 10	ELEV.
CEILING #	8106.54
HIGH PT.	
CEILING	8123.50
SECOND LEVEL	
FIN. FLOOR	8115.50
CEILING	8114.50
FIRST LEVEL	
FIN. FLOOR	8106.00

THIRD AMENDED CONDOMINIUM PLAT STAG LODGE PHASE 1 UNIT 10

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST, S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP



10' 0'

SHEET 1 OF 1

4453 418-8487 SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____, 2016 BY _____ S.B.W.R.D.	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 2016 BY _____ CHAIR	ENGINEER'S CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2016 BY _____ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS _____ DAY OF _____, 2016 BY _____ PARK CITY ATTORNEY	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2016 BY _____ MAYOR	CERTIFICATE OF ATTEST I CERTIFY THIS CONDOMINIUM PLAT WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2016 BY _____ PARK CITY RECORDER	RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ DATE _____ TIME _____ ENTRY NO. _____ FEE _____ RECORDER _____
---	--	---	---	---	---	--

Exhibit B - Project Intent

STAG LODGE, PHASE 1, UNIT 10, THIRD AMENDED

8200 ROYAL STREET EAST, UNIT 10

PROJECT INTENT

June 6, 2016

The owner of Unit 10, Stag Lodge, Phase 1, would like to construct a deck outside the living room of the unit. This would involve converting what is shown as common area on the current plat to limited common area on the proposed Third Amended plat of Stag Lodge, Phase I. The deck would be constructed over what is currently a roof. Other units have done this as shown on the Second Amended plat of Stag Lodge, Phase 1.



Exhibit C - Result of HOA Vote



2040 E Murray-Holladay Road, Suite 106
Salt Lake City, Utah 84117

balljanik.com

t 801.274.6800
f 801.274.6805

3143 S 840 East, Suite 307
St. George, Utah 84790
(by appointment only)

October 6, 2016

John D. Richards III
Managing Partner, Utah
Also Admitted in Oregon
jrichards@balljanik.com

STAG LODGE OWNERS ASSOCIATION
c/o Board of Trustees

Re: OFFICIAL VOTING RESULTS

Dear Board:

Thank you for allowing us to facilitate with the membership vote regarding the Unit 10 expansion. The official voting results, as certified by this office on ballots received, are as follows:

38 ballots were returned – all in favor of the expansion of Unit 10.
50% (26 ballots) were required to reach a quorum.
67% (35 ballots) was required in favor of the expansion for the vote to pass.

As you can see, the vote has passed in favor of the Cole expansion.

If you have any questions, please feel free to contact me at any time.

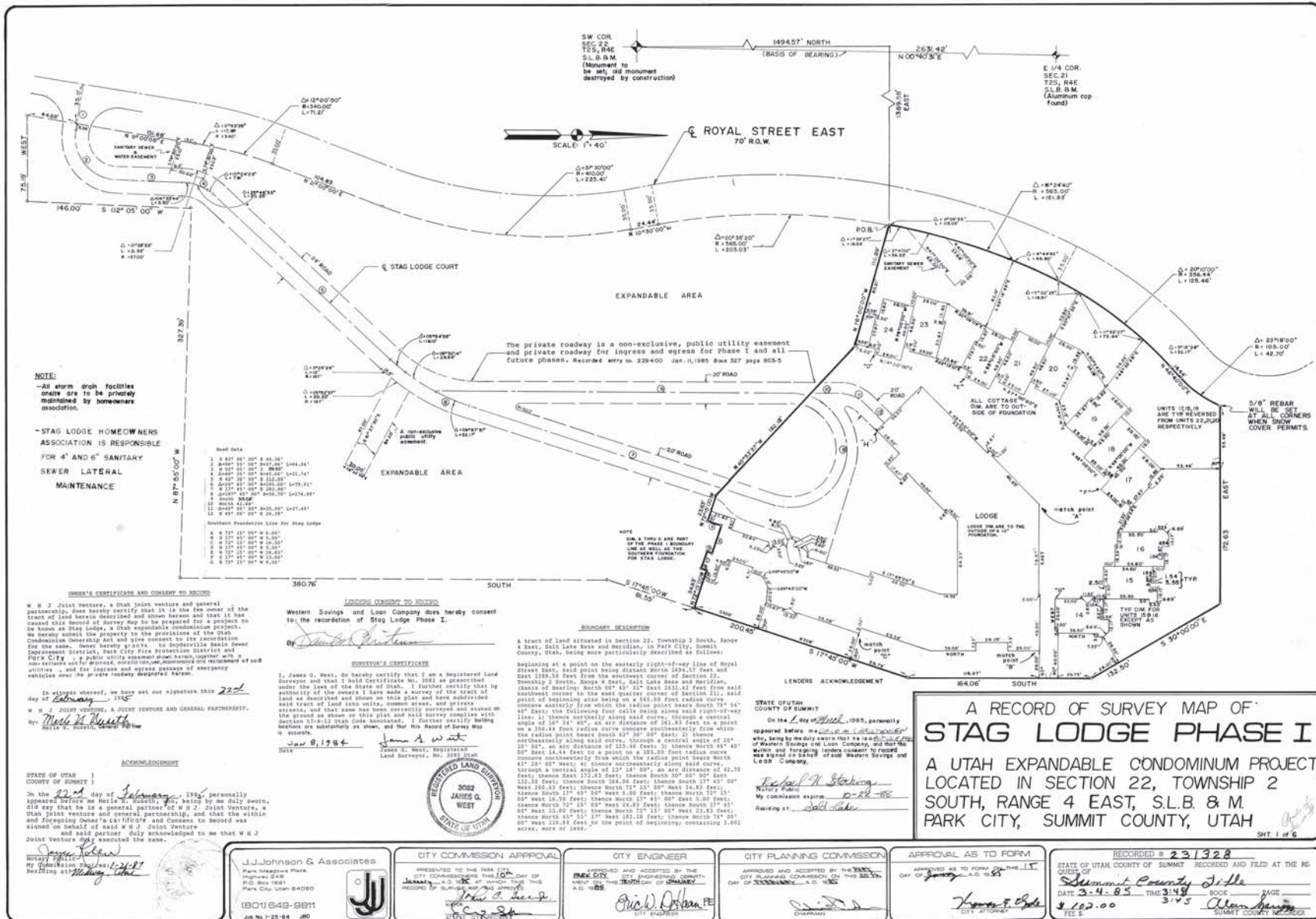
Sincerely,

A handwritten signature in blue ink, appearing to read "John D. Richards III", with a long, sweeping horizontal stroke extending to the right.

John D. Richards III
Managing Partner, Utah

JDR:

Exhibit D - Stag Lodge Phase 1 Plat





NOTE: Unless otherwise noted, all dimensions on main level are to interior finish surface.

NOTES:

- Unit 1 is typ. for units 1 thru 6 on main level.
- Unit 8 is typ. for units 9 thru 12 except as shown.

- All exterior wall dimensions are 0.46' and all walls common to two units are 0.83'

STAG LODGE PHASE I

SCALE 1"=30'

SHT. 2 of 6

J.J. Johnson & Associates
Park Meadows Plaza
Highway 248
P.O. Box 1661
Park City, Utah 84060

(801) 642-9811

The logo for J.J. Johnson & Associates features a stylized, bold letter 'J' that incorporates a circular element, possibly representing a globe or a specific architectural feature. The 'J' is black and stands out against the white background of the advertisement.

CITY COMMISSION APPROVAL

PRESENTED TO THE PARK CITY
CITY COMMISSIONERS THE _____ DAY OF
_____ A.D. 19____ AT WHICH TIME THIS
RECORD OF SURVEY MAP WAS APPROVED

SAYOR _____

ATTEST CITY RECORDS _____

CITY ENGINEER

APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPT-
MENT ON THIS _____ DAY OF _____
A.D. 19____

CITY ENGINEER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE _____
CITY PLANNING COMMISSION ON THIS _____
DAY OF _____ A.D. 19____

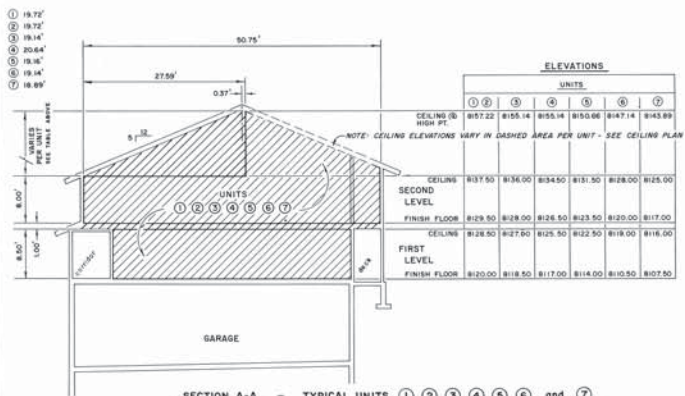
CHAIRMAN

APPROVAL AS TO FORM

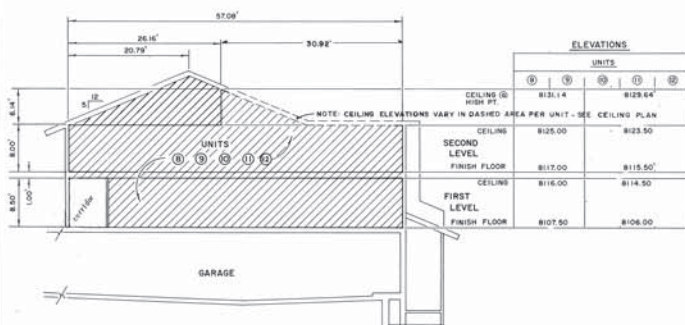
APPROVED AS TO FORM ON THIS _____
DAY OF _____ A.D. 19____

CITY ATTORNEY

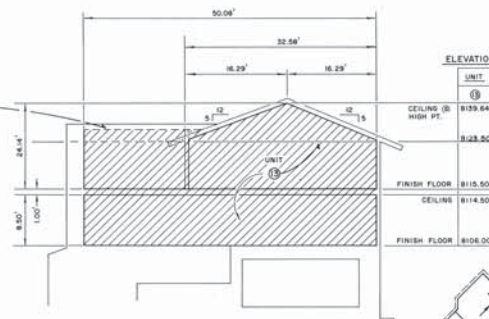
RECORDED = 231328
STATE OF UTAH, COUNTY OF SUMMIT RECORDED AND FILED AT THE REQUEST OF
Summit County Title
DATE 3-4-85 TIME 3:45 BOOK PAGE
10200 *Alan Hargis*
FEE \$ SUMMIT COUNTY RECORDER



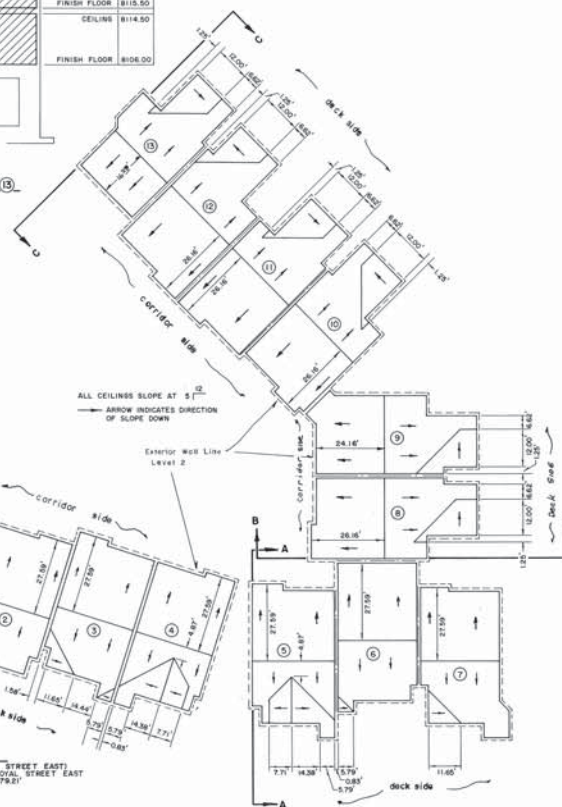
SECTION A-A - TYPICAL UNITS ① ② ③ ④ ⑤ ⑥ and ⑦
SCALE 1" = 10'



SECTION B-B - TYPICAL UNITS ⑧ ⑨ ⑩ ⑪ and ⑫
SCALE 1" = 10'



SECTION C-C - UNIT ⑬
SCALE 1" = 10'



BENCHMARK
BRASS CAP MONUMENT IN BOX ON ROYAL STREET EAST
80' ± NORTHERLY OF PL TWO ROAD - ROYAL STREET EAST
AND STAR LODGE ENTRANCE - ELEV. 1079.81

STAG LODGE PHASE I

CEILING PLAN
SCALE 1" = 20'

SHT 3 of 6

J.J. Johnson & Associates
Park Meadows Plaza
Highway 89B
P.O. Box 1881
Park City, Utah 84060
(801) 549-9811



CITY COMMISSION APPROVAL
PRESENTED TO THE PARK CITY
CITY COMMISSIONERS THIS _____ DAY OF _____
MONTH ON THIS _____ DAY OF _____
A.D. 19____
BY _____
CITY ENGINEER

CITY ENGINEER
APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPARTMENT
ON THIS _____ DAY OF _____
A.D. 19____
BY _____
CITY ENGINEER

CITY PLANNING COMMISSION
APPROVED AND ACCEPTED BY THE
CITY PLANNING COMMISSION ON THIS _____ DAY OF _____
A.D. 19____
BY _____
Chairman

APPROVAL AS TO FORM
APPROVED AS TO WORK ON THIS _____ DAY OF _____
A.D. 19____
BY _____
CITY ATTORNEY

RECORDED # 231328
STATE OF UTAH, COUNTY OF SUMMIT, RECORDED AND FILED AT THE REGISTRY OF
Summit County Clerk
DATE 3-4-85 TIME 13:45
FEE \$ 122.00
Alana Smith
SUMMIT COUNTY CLERK

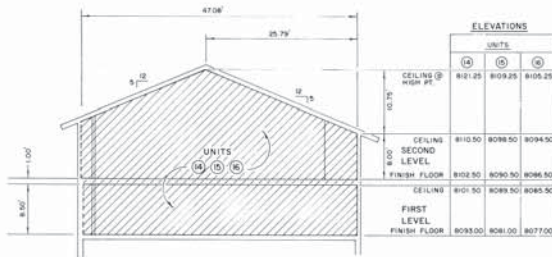


SECOND LEVEL CEILING PLAN - UNITS (14) (15) and (16)
SCALE 1" = 20'

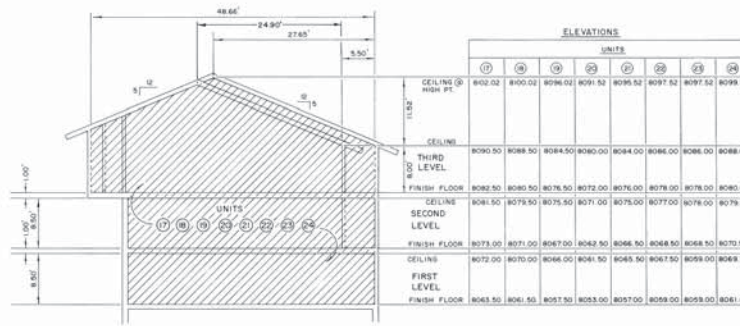
ALL CEILINGS SLOPE AT 5/12
ARROW INDICATES DIRECTION OF SLOPE DOWN
Dashed line indicates outside of wall



THIRD LEVEL CEILING PLAN - UNITS (17) (18) (19) (20) (21) (22) (23) and (24)
SCALE 1" = 20'



SECTION D-D - TYPICAL UNITS (14) (15) and (16)
SCALE 1" = 10'



SECTION E-E - TYPICAL UNITS (17) (18) (19) (20) (21) (22) (23) and (24)
SCALE 1" = 10'

STAG LODGE
PHASE I

SHT. 4 of 6

J.J. Johnson & Associates
Park Meadows Park
Highway 25 S
P.O. Box 181
Park City, Utah 84060
(801) 649-9811



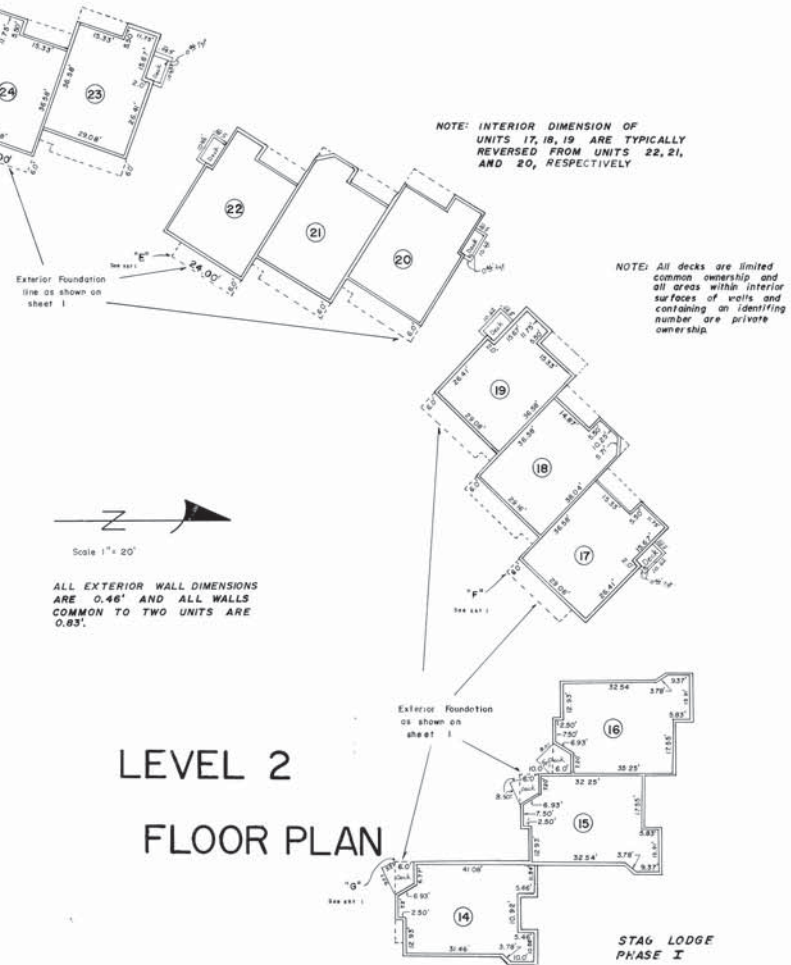
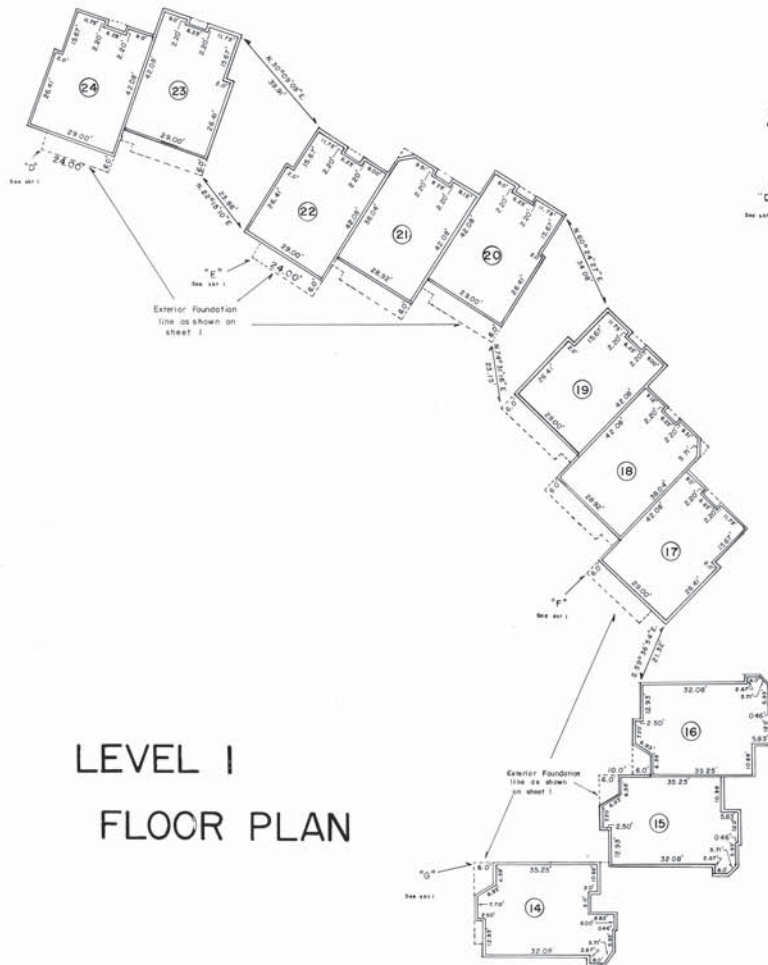
CITY COMMISSION APPROVAL
PRESERVED TO THE PARK CITY
CITY COMMISSION. THIS DAY OF
A.D. 2005 AT WHICH TIME THE
RECORD OF SURVEY MAP WAS APPROVED
WATSON
CITY ENGINEER

CITY ENGINEER
APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPT.
A.D. 2005
CITY ENGINEER

CITY PLANNING COMMISSION
APPROVED AND ACCEPTED BY THE
CITY PLANNING COMMISSION ON THIS
DAY OF A.D. 2005
CHAIRMAN

APPROVAL AS TO FORM
APPROVED AS TO FORM ON THIS
DAY OF A.D. 2005
CITY ATTORNEY

RECORDED = 231328
STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE
COUNTY OF Summit County Utah
DATE 3-4-05 TIME 3:45 BOOK PAGE
\$102.00
FEE \$



SHT 5 OF 6

J.J. Johnson & Associates
Park Meadows Park
Highway 248
P.O. Box 1681
Park City, Utah 84060
(801) 649-9811



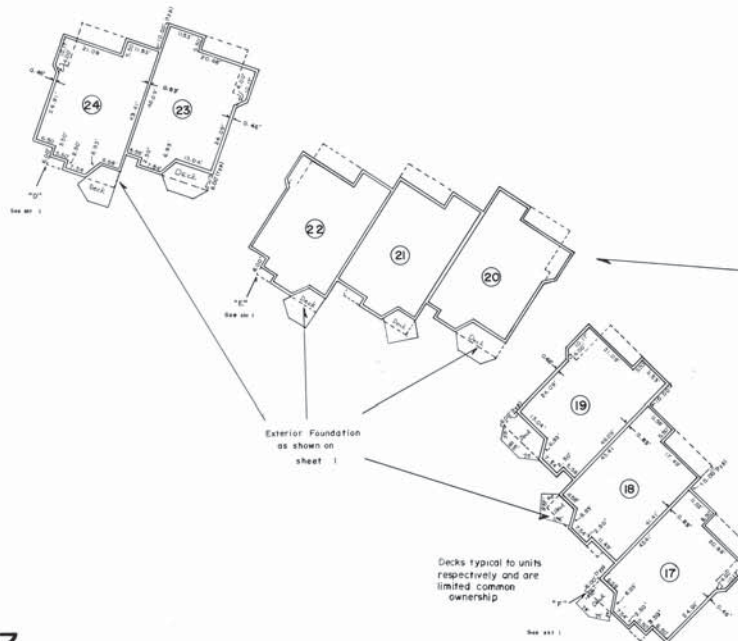
CITY COMMISSION APPROVAL
PRESENTED TO THE PARK CITY
CITY COMMISSIONERS THE _____ DAY OF
A.D. 19____ AT WHICH TIME THE
RECORD OF SURVEY MAP WAS APPROVED.
WATSON
ATTEST CITY RECORDER

CITY ENGINEER
APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPARTMENT
ON THE _____ DAY OF
A.D. 19____
CITY ENGINEER

CITY PLANNING COMMISSION
APPROVED AND ACCEPTED BY THE
CITY PLANNING COMMISSION ON THE _____
DAY OF _____ A.D. 19____
CHAIRMAN

APPROVAL AS TO FORM
APPROVED AS TO FORM ON THE _____
DAY OF _____ A.D. 19____
CITY ATTORNEY

RECORDED #231328
STATE OF UTAH COUNTY OF SUMMIT
Summit County, Utah
DATE 3-4-85 TIME 3:45 PM
10201
Summit County Recorder



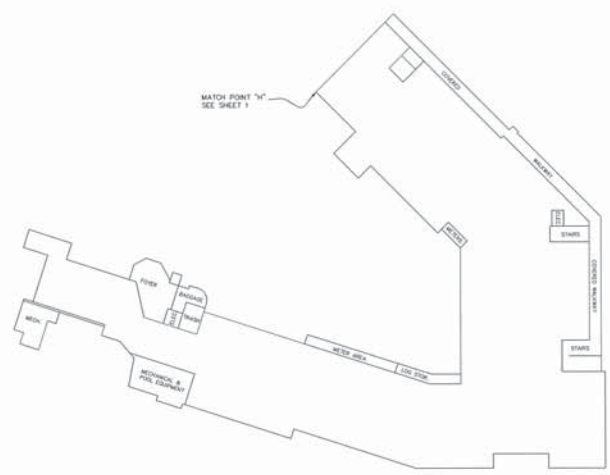
LEVEL 3 FLOOR PLAN

STAG LODGE
PHASE I

SHT. 6 OF 6

J.J. Johnson & Associates Plan-Mechanical-Pipe Highway 248 P.O. Box 1881 Park City, Utah 84060 (801) 649-9811 	CITY COMMISSION APPROVAL PRESENTED TO THE PARK CITY CITY COMMISSIONERS THIS _____ DAY OF _____, A.D. 19____, AT WHICH TIME THIS RECORD OF SURVEY MAP WAS APPROVED. WATER _____ STREET CITY RECORD _____	CITY ENGINEER APPROVED AND ACCEPTED BY THE CITY ENGINEERING DEPT. HELD ON THIS _____ DAY OF _____ A.D. 19____. CITY ENGINEER _____	CITY PLANNING COMMISSION APPROVED AND ACCEPTED BY THE CITY PLANNING COMMISSION ON THIS DAY OF _____ A.D. 19____. CHAIRMAN _____	APPROVAL AS TO FORM APPROVED AS TO FORM ON THIS DAY OF _____ A.D. 19____. CITY ATTORNEY _____	RECORDED # 231328 STATE OF UTAH, COUNTY OF SUMMIT, RECORDED AND FILED AT THE RE- QUEST OF Summit County Title DATE 3-4-85 TIME 3:45 PM PAGE _____ \$102.00 FILED Clerk/Recorder SUMMIT COUNTY, UTAH
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Exhibit E - Stag Lodge Phase 1 First Am. Plat



GARAGE LEVEL

UNIT No.	PRIVATE OWNERSHIP IN FT ²	UNIT No.	PRIVATE OWNERSHIP IN FT ²
1	2321.12	15	2555.40
2	2321.12	16	2555.40
3	2321.12	17	2555.40
4	2321.12	18	2555.40
5	2321.12	19	2555.40
6	2321.12	20	2555.40
7	2321.12	21	2555.40
8	2321.12	22	2555.40
9	2321.12	23	2555.40
10	2321.12	24	2555.40
11	2321.12		
12	2321.12		
13	2321.12		
14	2321.12		

OWNERSHIP DESIGNATIONS

- "PRIVATE OWNERSHIP AREA A"
- COMMON OWNERSHIP
- LIMITED COMMON OWNERSHIP
- "PRIVATE OWNERSHIP AREA B"



UPPER LEVEL



MAIN LEVEL

NOTES:

- UNIT 1 IS TYPICAL FOR UNITS 2 THRU 7 EXCEPT AS SHOWN.
- UNIT 8 IS TYPICAL FOR UNITS 9 THRU 12 EXCEPT AS SHOWN.
- ALL EXTERIOR WALL DIMENSIONS ARE 0.45' AND ALL WALLS COMMON TO TWO UNITS ARE 0.83'.

SURVEYOR'S CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 154491, as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by the authority of the unit owners at the STAG LODGE CONDOMINIUM PROJECT acting as a group in accordance with the Declaration of Covenants, Conditions, and Restrictions for STAG LODGE, a Utah Condominium project, this Amended Record of Survey Map of STAG LODGE, which consists of sheets 2, 3, 4, 5, and 6 in accordance with the provisions of Section 57-8-13(1) of the Utah Condominium Ownership Act. I further certify the information shown hereon is accurate.

John Demkowicz 11/15/02
John Demkowicz, LS #154491
Date

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned owner(s) of the herein described tract of land, hereby certify that they have caused this survey to be made and this Amended Record of Survey Map to be prepared and hereby consent to the recordation of this Amended Record of Survey Map.

Brad Scott 12-10-02
Brad Scott, President
Stag Lodge Condominium Homeowners Association, Inc.

ACKNOWLEDGMENT

State of Utah
County of Summit

On this 11th day of Dec, 2002, personally appeared before me, the undersigned Notary Public, in and for said County and State, Brad Scott, being duly sworn, acknowledged to me that he is the president of the Stag Lodge Homeowners Association, Inc., and that he signed the above Owner's Dedication and Consent to Record for, on, and in behalf of all of the unit owners at the Stag Lodge Condominium Project acting as a group (under the name of the Stag Lodge Homeowners Association, Inc.) in accordance with the Utah Condominium Ownership Act, U.C.A., Sections 57-1-1 et seq. (1963) as amended and supplemented, and the Declarations of Covenants, Conditions, and Restrictions for Stag Lodge Condominium.

Mary J. Carney
Notary Public
Residing in: Park City
My commission expires: 6-1-2004

FIRST AMENDED RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

30 0 30 60

FIGURE 2 OF 6

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 3rd DAY OF JANUARY, 2002 A.D.

BY *Barry D. B.*
C.B.W.R.D.

PLANNING COMMISSION

APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 6th DAY OF JANUARY, 2002 A.D.

BY *Jim*
CHAIRMAN

ENGINEER'S CERTIFICATE

I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 6th DAY OF JANUARY, 2002 A.D.

BY *Quinn*
PARK CITY ENGINEER

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS 6th DAY OF JANUARY, 2002 A.D.

BY *John*
PARK CITY ATTORNEY

CERTIFICATE OF ATTEST

I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 6th DAY OF JUNE, 2002 A.D.

BY *John*
PARK CITY RECORDER

COUNCIL APPROVAL AND ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 6th DAY OF JUNE, 2002 A.D.

BY *David*
MAYOR

JOB NO.: 5-7-01 FILE: Z:\sl\dwg\Phase1-Am\sh2

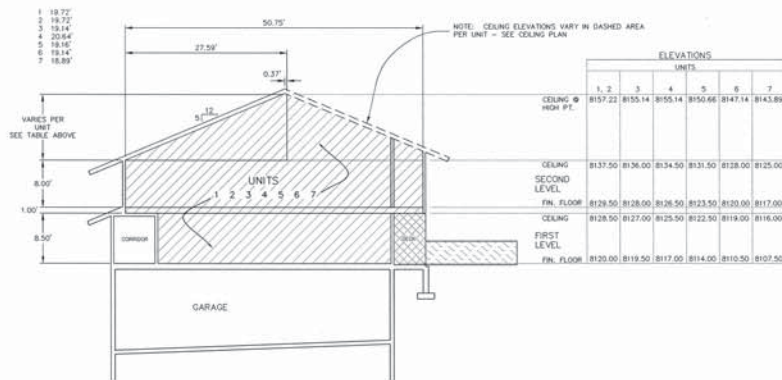
645059 RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF High Country Title

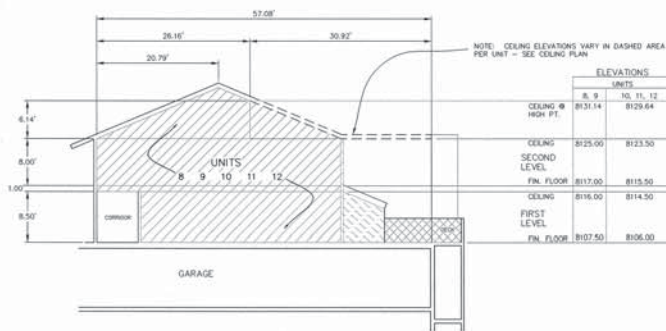
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FEE \$124.50 RECORDER *William*

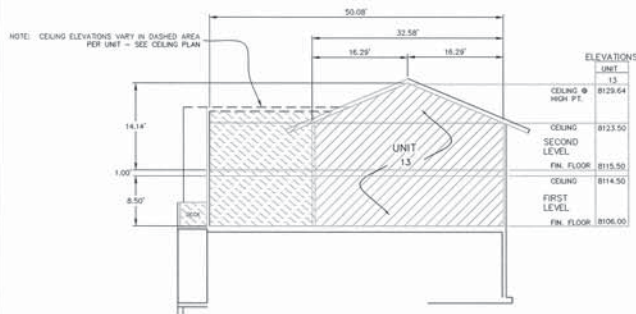
Stag Lodge Ph. 1 2006



SECTION A-A TYPICAL UNITS 1 2 3 4 5 6 7
SCALE: 1"=10'



SECTION B-B TYPICAL UNITS 8 9 10 11 12
SCALE: 1"=10'



SECTION C-C TYPICAL UNIT 13
SCALE: 1"=10'



BENCHMARK
BRASS CAP MONUMENT IN BOX
(ON ROYAL STREET EAST)
APPROXIMATELY 150 FEET
NORTHERLY OF P.L. TWO ROADS -
ROYAL STREET EAST AND STAG
LODGE ENTRANCE
ELEV. 8079.27'

NOTES:

1. This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, 5, and 6 of the Stag Lodge Condominium, recorded March 4, 1985, as Entry #231328 in the Summit County Recorder's Office. Sheet 1 of the Stag Lodge Condominium as recorded March 4, 1985, shall remain intact.

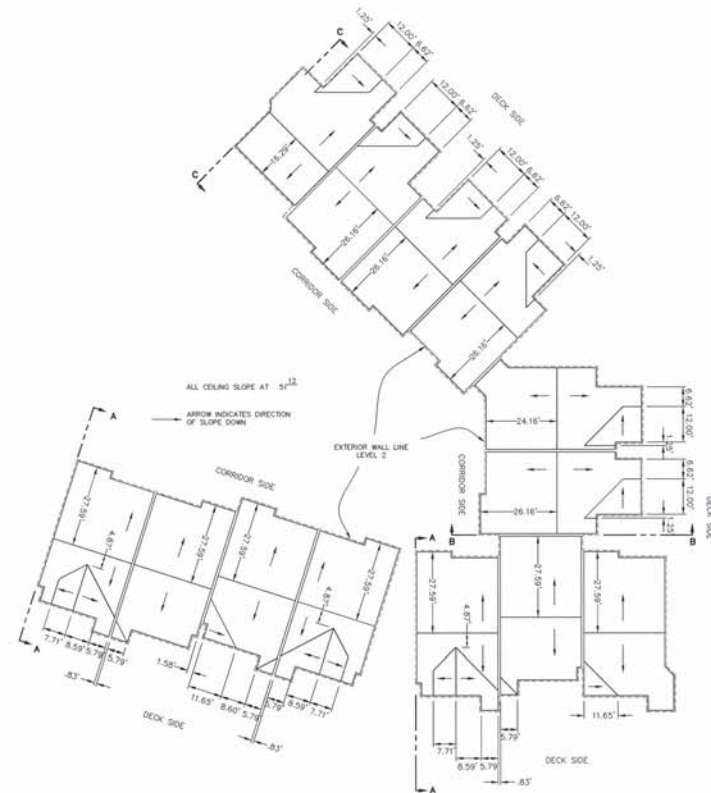
2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.

3. Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.

4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.



CEILING PLAN
SCALE: 1"=20'

FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

PAGE 3 of 6

11645057	RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED	
AT THE REQUEST OF High Country Title	
DATE 10-20-23	TIME 2:57 PM
BOOK	PAGE
11645057	11645057
FEE	RECORDED

5-7-01 Z:\sl\dwg\Phase1-Am\ph1-sh3

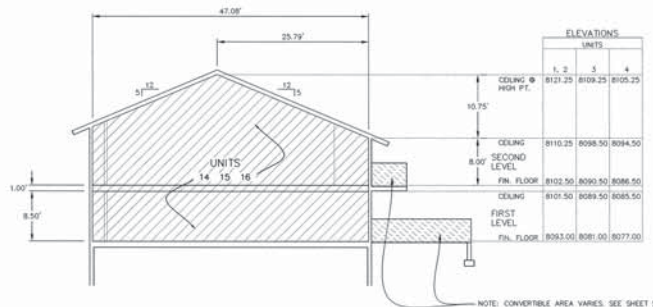
Stag Lodge Ph I 3 of 6



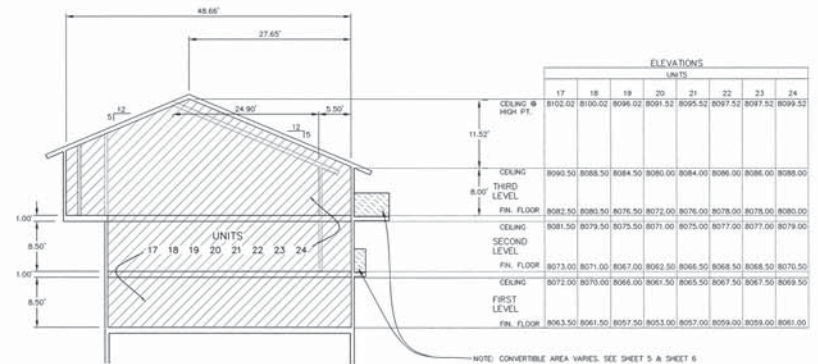
SECOND LEVEL CEILING PLAN - UNITS 14 15 16
SCALE: 1"=20'



THIRD LEVEL CEILING PLAN - UNITS 17 18 19 20 21 22 23 24
SCALE: 1"=20'



SECTION D-D - TYPICAL UNITS 14 15 16
SCALE: 1"=10'



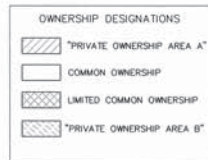
SECTION E-E - TYPICAL UNITS 17 18 19 20 21 22 23 24
SCALE: 1"=10'

NOTES:

- This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, 5, and 6 of the Stag Lodge Condominium, recorded March 4, 1985, as Entry #231328 in the Summit County Records Office. Sheet 1 of the Stag Lodge Condominium as recorded March 4, 1985, shall remain intact.
- All other conditions of approval of the Stag Lodge Condominium project continue to apply.
- Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.
- The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.



FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE I

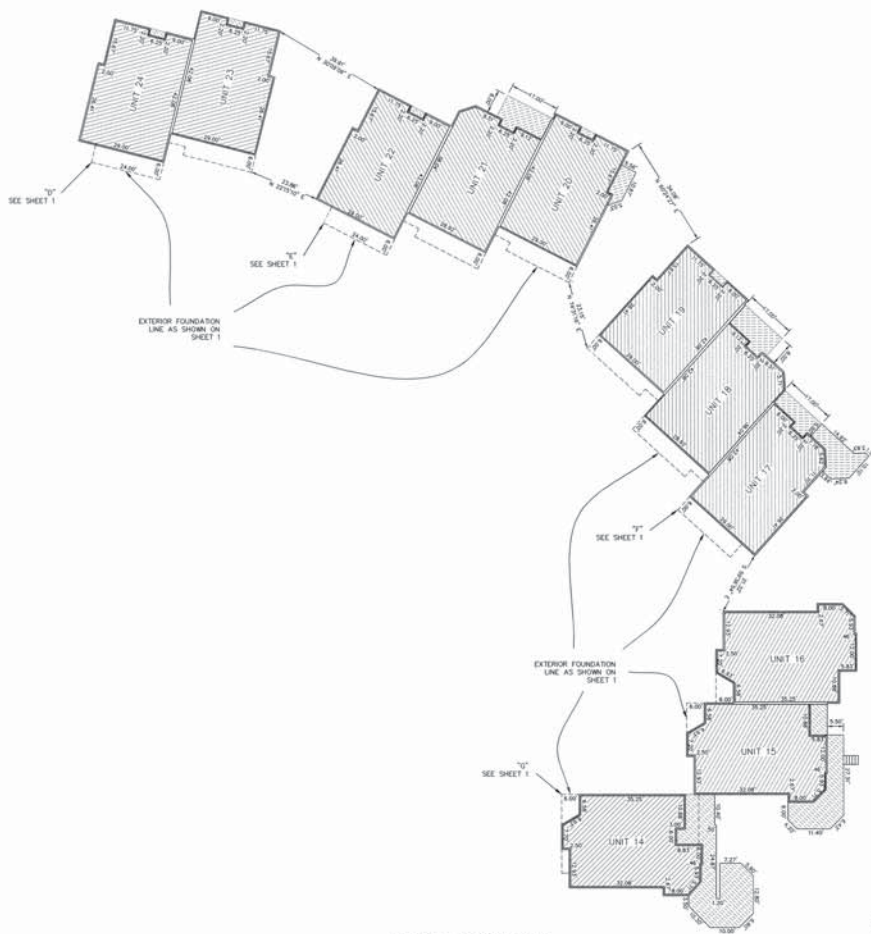
A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

PAGE 4 of 6

145057	RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED	
AT THE REQUEST OF High County Title	
DATE 1/17/2023	TIME 1:57:48 BOOK 1 PAGE 1
1700	RECORDER

5-7-01 Z:\s\dwg\Phase1-Am\pht-sh4

Stag Lodge Ph I 4 of 6



LEVEL 1 FLOOR PLAN

NOTES:

1. This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, 5, and 6 of the Stag Lodge Condominium, recorded March 4, 1985, as Entry #231328 in the Summit County Records Office. Sheet 1 of the Stag Lodge Condominium as recorded March 4, 1985, shall remain intact.
2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.
3. Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

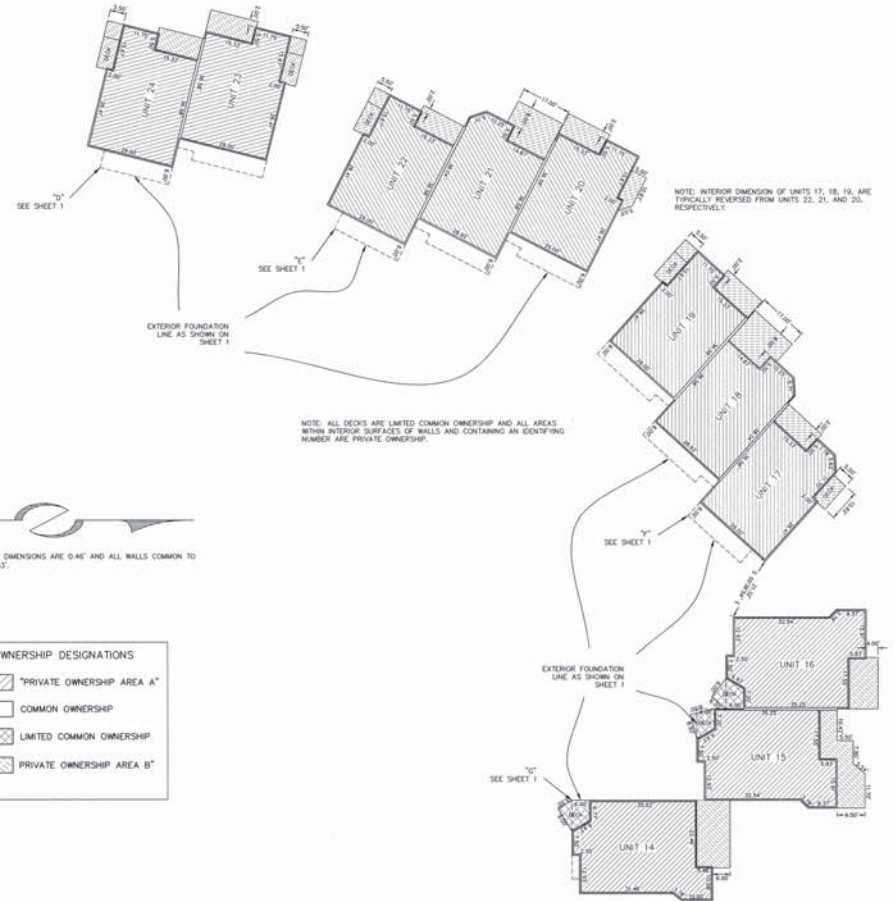
"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.

4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.



ALL EXTERIOR WALL DIMENSIONS ARE 0.40' AND ALL WALLS COMMON TO TWO UNITS ARE 0.80'.

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	PRIVATE OWNERSHIP AREA B"



LEVEL 2 FLOOR PLAN

FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH



PAGE 5 of 6

II 645057	RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED	
AT THE REQUEST OF High Country Title	
DATE 1-07-2023	TIME 8:57 AM
BOOK 179	PAGE 5
FEE	RECORDED

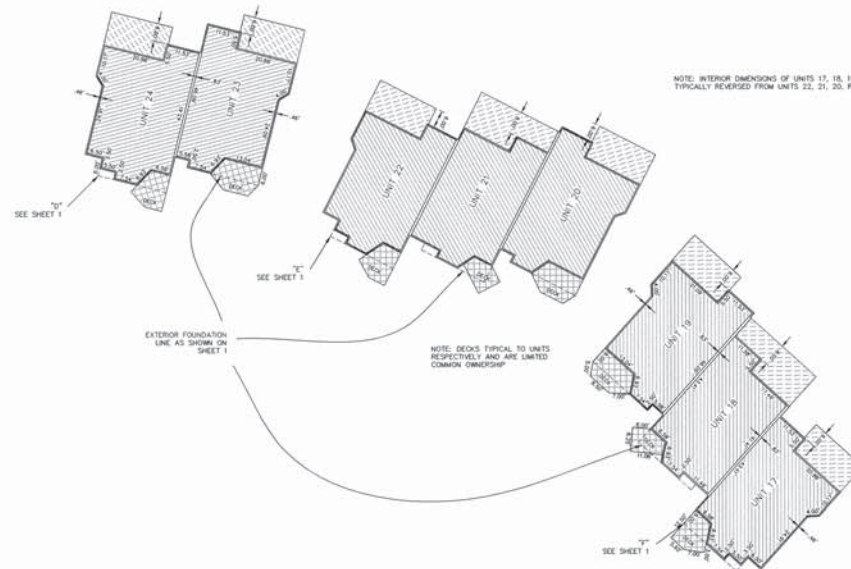
5-7-01

Z:\sl\dwg\Phase\shf5

Stag Lodge #11 5016



ALL EXTERIOR WALL DIMENSIONS ARE 0.46' AND ALL WALLS COMMON TO TWO UNITS ARE 0.87'.



NOTE: INTERIOR DIMENSIONS OF UNITS 17, 18, 19 ARE TYPICALLY REVERSED FROM UNITS 22, 23, 25, RESPECTIVELY.

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	PRIVATE OWNERSHIP AREA B"

NOTE: ALL AREAS WITHIN INTERIOR SURFACES OF WALLS AND CONTAINING AN IDENTIFYING NUMBER ARE PRIVATE OWNERSHIP.

LEVEL 3 FLOOR PLAN

NOTES:

1. This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, 5, and 6 of the Stag Lodge Condominium, recorded March 4, 1985, as Entry #231328 in the Summit County Records Office, Sheet 1 of the Stag Lodge Condominium as recorded March 4, 1985, shall remain intact.
2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.
3. Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.

4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.

FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH



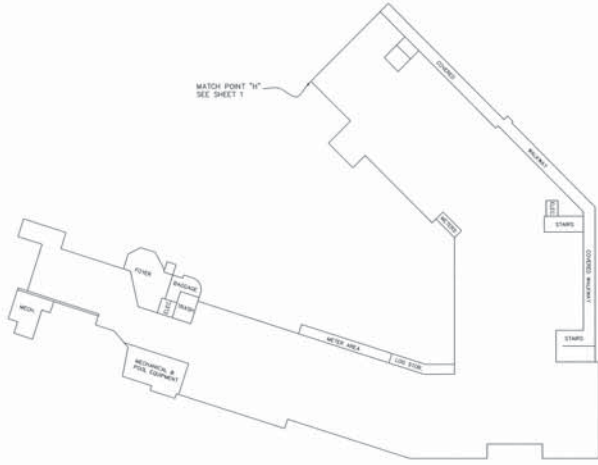
PAGE 6 of 6

# 645059	RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED	
AT THE REQUEST OF High Country Title	
DATE 6/1/2013	TIME 8:54 AM BOOK 5 PAGE 2
\$170.00	RECORDER

5-7-01 Z:\st\dwg\PhaseI-Am\ph1-shf6

Stag Lodge Ph I 6 of 6

Exhibit F - Stag Lodge Phase 1 Second Am. Plat



GARAGE LEVEL

UNIT NO.	PRIVATE OWNERSHIP IN FT ²	UNIT NO.	PRIVATE OWNERSHIP IN FT ²
1	2321.12	15	2555.40
2	2321.12	16	2555.40
3	2321.12	17	2555.40
4	2321.12	18	2555.40
5	2321.12	19	2555.40
6	2321.12	20	2555.40
7	2321.12	21	2555.40
8	2321.12	22	2555.40
9	2321.12	23	2555.40
10	2321.12	24	2555.40
11	2321.12		
12	2321.12		
13	2321.12		
14	2321.12		

NOTES:

- UNIT 1 IS TYPICAL FOR UNITS 2 THRU 7 EXCEPT AS SHOWN.
- UNIT 8 IS TYPICAL FOR UNITS 9 THRU 12 EXCEPT AS SHOWN.
- ALL EXTERIOR WALL DIMENSIONS ARE 0.40' AND ALL WALLS COMMON TO TWO UNITS ARE 0.87'.

OWNERSHIP DESIGNATIONS

- "PRIVATE OWNERSHIP AREA A"
- COMMON OWNERSHIP
- LIMITED COMMON OWNERSHIP
- "PRIVATE OWNERSHIP AREA B"



UPPER LEVEL



MAIN LEVEL

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned owner(s) of the herein described tract of land, hereby certify that they have caused this survey to be made and this Second Amended Record of Survey Map to be prepared and hereby consent to the recordation of this Second Amended Record of Survey Map.

Anita Hirsch, owner of Units 3 & 4 by Brent Glasmeier
 Attorney-in-Fact
 for Anita Hirsch pursuant to the Limited Power of Attorney, document no. 00732732, Bk. 01692, Pg. 007743-007744 as recorded on April 13, 2005 in the office of the Summit County Recorder.

ACKNOWLEDGMENT

State of Utah
 County of Summit

On this 4th day of May, 2005, personally appeared before me, the undersigned Notary Public, in and for said County and State, Mary J. Carney, a Notary Public Commissioned in Utah.

Residing in: Park City, UT

My commission expires: 4-13-2008

SURVEYOR'S CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 154491, as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by the authority of the unit owners of the STAG LODGE CONDOMINIUM PROJECT acting as a group in accordance with the Declaration of Covenants, Conditions, and Restrictions for STAG LODGE, a Utah Condominium project, this Second Amended Record of Survey Map of STAG LODGE PHASE I, which consists of pages 2, 4, and 5 in accordance with the provisions of Section 57-8-13(1) of the Utah Condominium Ownership Act. I further certify the information shown hereon is accurate.

John Demkowicz 5/10/05
 State of Utah
 No. 154491
 JOHN DEMKOWICZ
 State of Utah

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned owner(s) of the herein described tract of land, hereby certify that they have caused this survey to be made and this Second Amended Record of Survey Map to be prepared and hereby consent to the recordation of this Second Amended Record of Survey Map.

Robert S. Carpenter 5-2-05
 Robert S. Carpenter, President
 Stag Lodge Condominium Homeowners Association, Inc.

ACKNOWLEDGMENT

State of MARYLAND
 County of BALTO. CITY

On this 2nd day of May, 2005, personally appeared before me, the undersigned Notary Public, in and for said County and State, Robert S. Carpenter, being duly sworn, acknowledged to me that he is the president of the Stag Lodge Homeowners Association, Inc., and that he signed the above Owner's Dedication and Consent to Record for, on, and in behalf of all of the unit owners of the Stag Lodge Condominium Project acting as a group (under the name of the Stag Lodge Homeowners Association, Inc.) in accordance with the Utah Condominium Ownership Act, U.C.A., Sections 57-1-1 et seq. (1965) as amended and supplemented, and the Declarations of Covenants, Conditions, and Restrictions for Stag Lodge Condominium.

Tony Ferguson
 Notary Public Commissioned in MARYLAND
 Full Name (printed)
 Residing in: BALTIMORE CITY
 My commission expires: Nov. 1, 2005

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 6th DAY OF May, 2005 A.D.

BY B.D.D.
 O.S.W.R.D.

PLANNING COMMISSION

APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 18th DAY OF May, 2005 A.D.

BY (J. B. H.)
 CHAIRMAN

ENGINEER'S CERTIFICATE

I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 15th DAY OF May, 2005 A.D.

BY David L. Carson
 PARK CITY ENGINEER

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS 17th DAY OF May, 2005 A.D.

BY Tracy Rose
 PARK CITY ATTORNEY

CERTIFICATE OF ATTEST

I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 17th DAY OF May, 2005 A.D.

BY David M. Scott
 PARK CITY RECORDER

COUNCIL APPROVAL AND ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 17th DAY OF May, 2005 A.D.

BY Deana Williams
 MAYOR

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
 LOCATED IN SECTION 22
 TOWNSHIP 2 SOUTH, RANGE 4 EAST
 S.L.B. & M.
 PARK CITY, SUMMIT COUNTY, UTAH

SECOND AMENDED RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
 LOCATED IN SECTION 22
 TOWNSHIP 2 SOUTH, RANGE 4 EAST
 S.L.B. & M.
 PARK CITY, SUMMIT COUNTY, UTAH

RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF High County Title

DATE 5-10-05 TIME 12:30 BOOK 114 PAGE 2

FEE 114.00

BY Deana Williams
 RECORDER



SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
 REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 6th DAY OF May, 2005 A.D.
 BY B.D.D.
 O.S.W.R.D.

PLANNING COMMISSION
 APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 18th DAY OF May, 2005 A.D.
 BY (J. B. H.)
 CHAIRMAN

ENGINEER'S CERTIFICATE
 I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 15th DAY OF May, 2005 A.D.
 BY David L. Carson
 PARK CITY ENGINEER

APPROVAL AS TO FORM
 APPROVED AS TO FORM THIS 17th DAY OF May, 2005 A.D.
 BY Tracy Rose
 PARK CITY ATTORNEY

CERTIFICATE OF ATTEST
 I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 17th DAY OF May, 2005 A.D.
 BY David M. Scott
 PARK CITY RECORDER

COUNCIL APPROVAL AND ACCEPTANCE
 APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 17th DAY OF May, 2005 A.D.
 BY Deana Williams
 MAYOR

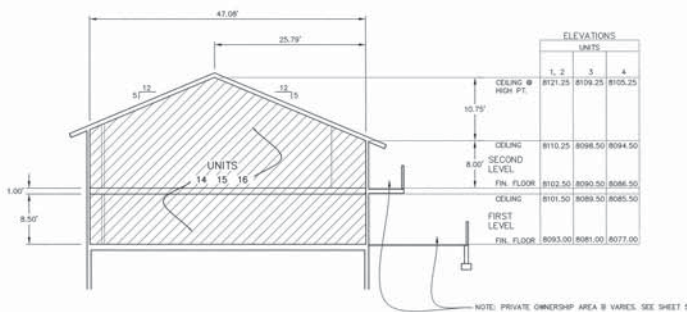
JOB NO. 4-2-04 FILE: x:\stf\dwg\040204 amended.plt-sh2
 # 737279 RECORDED
 STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF High County Title
 DATE 5-10-05 TIME 12:30 BOOK 114 PAGE 2
 FEE 114.00
 BY Deana Williams
 RECORDER



SECOND LEVEL CEILING PLAN - UNITS 14 15 16
SCALE: 1"=20'



THIRD LEVEL CEILING PLAN - UNITS 17 18 19 20 21 22 23 24
SCALE: 1"=20'



SECTION D-D - TYPICAL UNITS 14 15 16
SCALE: 1"=10'

ALL CEILING SLOPE AT 5:12
ARROW INDICATES DIRECTION OF SLOPE DOWN
DASHED LINE INDICATES OUTSIDE OF WALL

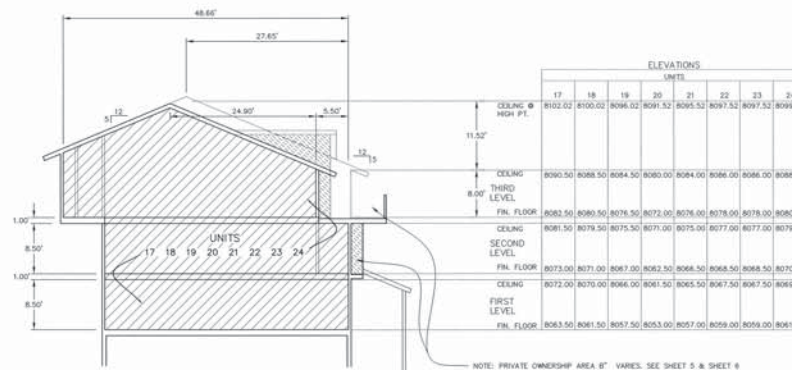
OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	"PRIVATE OWNERSHIP AREA B"

NOTES:

- This Second Amended Record of Survey Map is an Amendment of pages 2, 4, and 5 of the First Amended Stag Lodge Phase I Condominium, recorded January 17, 2003, as Entry #645059 in the Summit County Records Office. Page 1 of the Stag Lodge Phase I Condominium as recorded March 4, 1985, and pages 3 and 6 as recorded January 17, 2003, as Entry #645059, shall remain intact.
- All other conditions of approval of the Stag Lodge Condominium project continue to apply.
- See Amendment to Declaration of Condominium for Stag Lodge Document #00645062, Bk 1504, Pg 01845-01852, filed January 17, 2003. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

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- The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Phase I Condominium (see Note 1), and as measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.



SECTION E-E - TYPICAL UNITS 17 18 19 20 21 22 23 24
SCALE: 1"=10'

SECOND AMENDED
RECORD OF SURVEY MAP

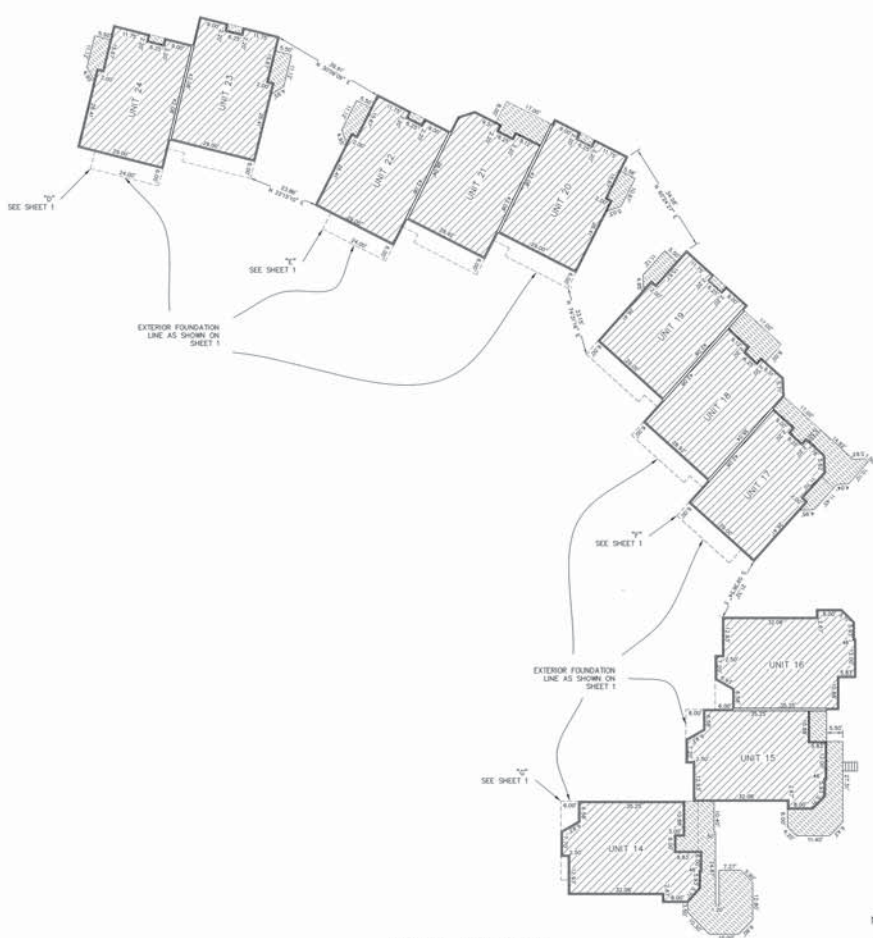
STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

PAGE 4 of 6

JOB NO.: 4-2-04	FILE: c:\st\dwg\040204 amended\ph1-sh4
737277	RECORDED
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED	
AT THE REQUEST OF: High Country Title	
DATE: 5-25-2005	TIME: 12:50
114.00	FEE
RECORDED	

STAG LODGE PHASE I SECOND AMENDED



LEVEL 1 FLOOR PLAN

NOTES:

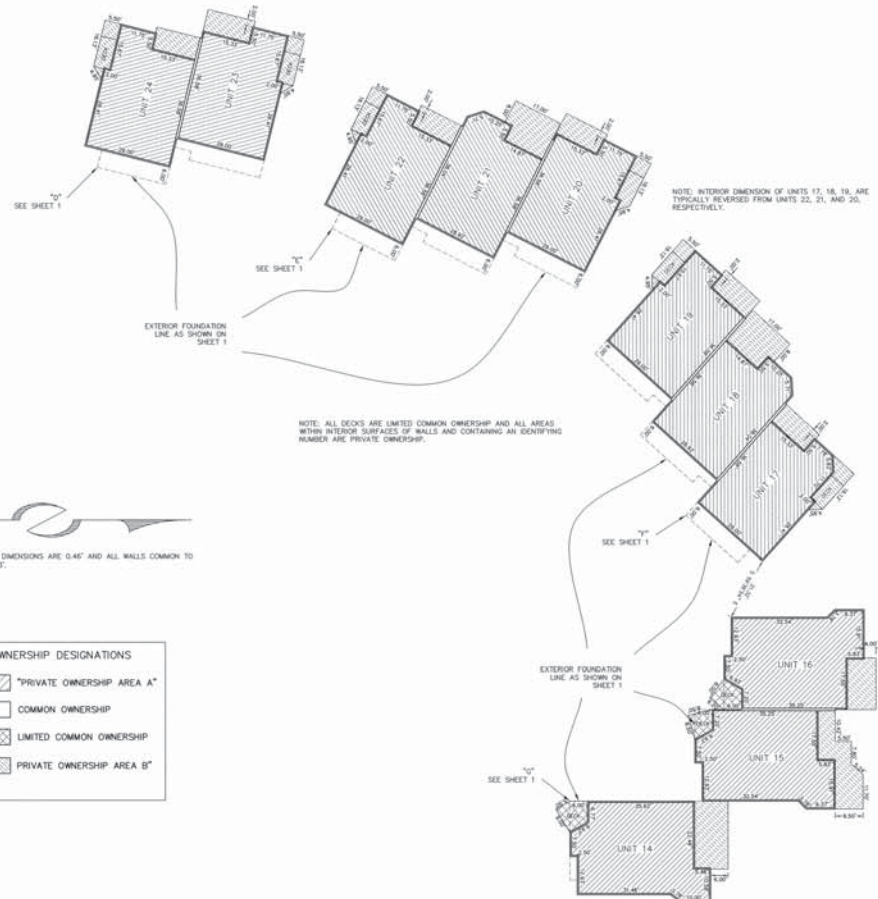
1. This Second Amended Record of Survey Map is an Amendment of pages 2, 4, and 5 of the First Amended Stag Lodge Phase I Condominium, recorded January 17, 2003, as Entry #645059 in the Summit County Records Office. Page 1 of the Stag Lodge Phase I Condominium as recorded March 4, 1985, and pages 3 and 6 as recorded January 17, 2003, as Entry #645059, shall remain intact.
2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.
3. See Amendment to Declaration of Condominium for Stag Lodge, Document #00645062, Bk 01504, Pg 01845-01852, filed January 17, 2003. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.
4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Phase I Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	PRIVATE OWNERSHIP AREA B"

ALL EXTERIOR WALL DIMENSIONS ARE 0.46' AND ALL WALLS COMMON TO TWO UNITS ARE 0.87'.



LEVEL 2 FLOOR PLAN

SECOND AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE I

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH



PAGE 5 of 6

#757279 RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF High Country Drive
DATE 5-25-2005 TIME 12:30 BOOK PAGE
\$114.00
FEE
RECORDED

4-2-04 X:\SL\DWG\040204 AMENDED\PH1-SHTS

STAG LODGE PHASE I SECOND AMENDED

Exhibit G - Aerial Photos and Photos of Unit 10



 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 222 West Street, P.O. Box 2654 Park City, Utah 84060-2654	(435) 649-9487	STAFF: MARSHALL KING JESSE MORENO	AERIAL PHOTOGRAPH STAG LODGE PHASE 1, UNIT 10 8200 ROYAL STREET EAST	SHEET 1 OF 1
		FOR: MARTI COLE		
	DATE: 6/6/16	JOB NO.: 9-3-16 FILE: X:\SilverLakeVillage\dwg\Exhibits\Stag Lodge Unit 10--ortho.dwg		



Stag Lodge, Phase 1, Unit 10





Stag Lodge, Phase 1, Unit 10





Stag Lodge, Phase 1, Unit 10



Planning Commission Meeting
November 30, 2016
Page 36

MOTION: Commissioner Joyce moved to CONTINUE the Tower Club CUP Phase I Amendment to December 14, 2016. Commissioner Suesser seconded the motion.

VOTE: The motion passed unanimously.

5. **8200 Royal Street East – Third Amendment to Stag Lodge, Phase 1 Condominium Plat to convert what is currently designated as Common Area to Limited Common Area to allow construction of a new deck.**
(Application PL-16-03202)

Planner Ashley Scarff reviewed the application for the Third Amendment to the Stag Lodge, Phase 1 Condominium Plat, specifically for Unit 10, at 8200 Royal Street East. The purpose of the condominium plat amendment is to convert an area currently designated as common owner to limited common ownership, which would allow for the extension of an existing deck that lies outside of the main level living room of Unit 10. No other units in the condominium would be affected as part of the proposed amendment.

The Staff recommended that the Planning Commission conduct a public hearing and consider forwarding a positive recommendation to the City Council based on the Findings of Fact, Conclusions of Law and Conditions of Approval as stated in the draft ordinance.

Chair Strachan opened the public hearing.

There were no comments.

Chair Strachan closed the public hearing.

MOTION: Commissioner Phillips moved to forward a POSITIVE recommendation for the Third Amended Condominium plat for the Stag Lodge, Phase I, Unit 10, located at 8200 Royal Street East, based on the Findings of Fact, Conclusions of Law and Conditions of Approval as found in the draft ordinance. Commissioner Thimm seconded the motion.

VOTE: The motion passed unanimously.

Findings of Fact – 8200 Royal Street East

1. The property is located at 8200 Royal Street East, Unit 10.
2. The property is located within the Residential Development (RD) District and is subject to the Eleventh Amended Deer Valley MPD (DVMPD).

3. Within the DVMPD, a project can utilize either the City's Unit Equivalent (UE) formula of 2,000 square feet per UE or develop the allowed number of units without a stipulated unit size, as long as the project maintains 60% or more of open space. In the case of Stag Lodge Phases I-IV, the developer utilized the number of units with no size restriction instead of the unit equivalent formula.

4. Stag Lodge Phase I condominium plat was approved by City Council on January 10, 1985 and recorded at Summit County on March 4, 1985.

5. The First Amended Stag Lodge Phase I plat was approved by City Council on June

6, 2002 and recorded at Summit County on January 17, 2003. The First Amendment replaced sheets 2, 3, 4, 5, and 6 (of 6) of Stag Lodge Phase 1, and converted areas of Limited Common and Common Ownership to Private Ownership.

6. The Second Amended Stag Lodge Phase I plat was approved by City Council on July 1, 2004 and recorded at Summit County on May 25, 2005. The Second Amendment affected sheets 2, 4, and 5 (of 6) of Stag Lodge Phase 1, and converted Common Ownership Area to Private Ownership in order to reflect as-built conditions of units that had been combined by removing interior Common walls that separated them.

7. On June 6, 2016, an application was submitted to the Planning Department for the Third Amended Stag Lodge Phase I condominium plat for Unit 10, to convert what is currently designated as Common Ownership area to Limited Common Ownership area to allow for the extension, and appurtenant use of, an existing deck outside of Unit 10's main-level living room. The application was deemed complete on October 7, 2016.

8. A conversion of Ownership from Common to Limited Common (and vice-versa) does not require that a plat amendment be recorded; however, the applicant requested that the change be recorded to ensure that the deck area is appurtenant to Unit 10 and to the exclusion of other units.

9. The consent of 2/3 or more of the Unit Owners is required and 100% supported the conversion.

10. The amendment will not affect the overall number of residential units and at least 60% of open space is maintained.

11. The proposed amendment and deck extension will not increase the existing building footprint, or amount of Private Ownership area.

12. The proposed plat amendment does not increase the parking requirements for this unit.

13. The findings in the analysis section are incorporated herein.

Conclusions of Law – 8200 Royal Street East

1. There is good cause for this amendment to the condominium plat.
2. The amended condominium plat is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. The amended condominium plat is consistent with the Deer Valley Master Planned Development, 11th Amended and Restated, which is most current at time of application.
4. Neither the public nor any person will be materially injured by the proposed condominium plat amendment.
5. Approval of the condominium plat amendment, subject to the conditions of approval below, will not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval – 8200 Royal Street East

1. The City Attorney and City Engineer will review and approve the final form and content of the amended condominium plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation.
2. The applicant will record the amended condominium plat at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the record of survey will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. All other conditions of approval of the Stag Lodge Condominium record of survey plats as amended and the Deer Valley MPD shall continue to apply.
6. **1401 & 1415 Kearns Blvd., 1415, 1635, 1665, 1685, & 1705 Bonanza Dr., 1420 & 1490 W Munchkin Rd., – Bonanza Park North East Master Planned**



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The applicant is requesting a Subdivision for the purpose of creating a legal lot of record from a metes and bounds parcel. Because Sandridge Road bisects the lot into two segments, the applicant is proposing to create one lot of record-Lot 1 and Parcel A which is appurtenant to Lot 1. The site has been locally-designated as "Significant" on the Park City Historic Sites Inventory (HSI) and contains a historic house and shed. There are a number of encroachments, including a fence and stone retaining walls, that will be addressed as part of this plat amendment.

Respectfully:

Anya Grahn, Planner II

City Council Staff Report

Subject: 152 Sandridge Road Subdivision
Author: Anya Grahn, Historic Preservation Planner
Project Number: PL-15-02952
Date: January 5, 2017
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends City Council holds a public hearing and consider approving the 152 Sandridge Road Subdivision, located at the same address, based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Description

Applicant: Joseph and Linda Armstrong
Location: 152 Sandridge Road
Zoning: Historic Residential (HR-1) District
Adjacent Land Uses: Single-family residences
Reason for Review: Subdivisions require Planning Commission review and City Council action

Acronyms

Historic District Design Review	HDDR
Historic Residential-1	HR-1
Historic Sites Inventory	HSI
Land Management Code	LMC
Right-of-Way	ROW

Executive Summary/Proposal

The applicant is requesting a Subdivision for the purpose of creating a legal lot of record from a metes and bounds parcel. Because Sandridge Road bisects the lot into two segments, the applicant is proposing to create one lot of record—Lot 1 and Parcel A which is appurtenant to Lot 1. The site has been locally-designated as “Significant” on the Park City Historic Sites Inventory (HSI) and contains a historic house and shed. There are a number of encroachments, including a fence and stone retaining walls, that will be addressed as part of this plat amendment.

District Purpose

The purpose of the Historic Residential (HR-1) District:

- (A) preserve present land Uses and character of the Historic residential Areas of Park City,
- (B) encourage the preservation of Historic Structures,
- (C) encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,

- (D) encourage single family Development on combinations of 25' x 75' Historic Lots,
- (E) define Development parameters that are consistent with the General Plan policies for the Historic core, and
- (F) establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Background

On October 5, 2015, the applicant submitted an application for the 152 Sandridge Road Subdivision, located at the same address. The application was deemed complete on October 8, 2015, and was amended on October 4, 2016. The amended application was deemed complete on October 4, 2016. Staff delayed bringing this plat amendment to Planning Commission due to a number of issues that have taken us over a year to resolve. These issues include:

- Determining ownership and vacation of Chambers Street directly west of this parcel.
- Applicant modifying the original submittal to no longer include Chambers Street.
- Determining ownership and quit-claiming of remnant triangle parcels to the applicant.
- Memorialize Sandridge Road as a public right-of-way by dedicating it to the City.

Chambers Street currently runs along the west side of the property. Chambers Street is a platted public right-of-way; however, portions of the street have been vacated and incorporated into neighboring plat amendments, such as the 2006 Christians Replat to the south of 152 Sandridge Road. Summit County records and the title companies showed a portion of Chamber Street to be owned by 152 Sandridge Road. Staff questioned this ownership and working with the owner of 152 Sandridge Road, determined that this section of Chambers Street had never been vacated. The City does not intend to vacate this portion of Chambers Street at this time and it is not included in this plat amendment.

The metes and bounds parcel, described above, is identified by Summit County as PC-591 (tax id). The parcel currently has improvements that extend beyond the interior property lines, including stone and rock retaining walls, fencing, and an outdoor stone fireplace shared with the neighboring property to the south at 130 Sandridge Road. Most significant, Sandridge Road cuts through the eastern portion of the property.

Based on feedback received from the Development Review Committee, staff has worked with the applicant to address and amend the following prior to Planning Commission review:

- The applicant completed a quit claim deed to claim ownership of a gap of land which had not been previously conveyed as part of the property located at 152 Sandridge. The parcel was located on the southwest corner of the lot, and the proposed plat reflects the addition of this parcel.
- The applicant will dedicate a portion of the property to the City for the built Sandridge Road. There is currently a water line and utilities in the center of the road.

Going forward, the applicant intends to renovate and construct a new addition to the historic house. A Historic District Design Review (HDDR) application was submitted to the Planning Department on June 23, 2015; however, it has not yet been deemed complete. The application is currently on hold while the applicant works through the subdivision process.

In 1998, the property received grant funds to renovate the historic house and shed. The grant covered plumbing upgrades, rock retaining walls, roofing, exterior painting, windows, shoring up the foundation, rewiring the electrical system, and repairs to window trim. The building permit for the restructuring of the shed expired, and a new building permit was issued in 2007 for the upgrades.

The Planning Commission reviewed this plat amendment request on December 14, 2016, and unanimously forwarded a positive recommendation to City Council.

Analysis

Because Sandridge Road cuts the lot into two segments, the applicant is proposing to create one lot of record—Lot 1 and Parcel A which is appurtenant to Lot 1. Lot 1 contains 3,368.99 square feet and Parcel A is 1,006.39 square feet. The minimum lot size in the HR-1 District is 1,875 square feet. There are existing stone and rock retaining walls, fencing, and an outdoor stone fireplace shared with the neighboring property to the south at 130 Sandridge Road that encroach beyond the property lines of 152 Sandridge.

The existing Sandridge Road runs north-south through the eastern portion of the property. It is located about 14 feet from the east property line on the north side and about 9 feet from the east property line on the south side. The road is approximately 10 feet wide. Per State Code, which states that after 10 years of continuous public use, a road automatically becomes a public ROW, the applicant will dedicate to the City the portion of Sandridge Road that runs through the property. Sandridge Road consumes 969.50 square feet of the property.

There are two historic structures located on the property—the historic house on the west side of Sandridge Road and the historic shed on the east side of the road. The shed is located on the north property line. Both of these structures have been listed on the City's Historic Sites Inventory and designated as "Significant". Per LMC 15-2.2-4, Historic Structures that do not comply with Building Setbacks, Off-Street parking, and driveway location standards are valid Complying Structures. Any new additions will be required to comply with Building Setbacks, Building Footprint, driveway location standards, and building height.

The proposed subdivision meets the minimum lot area for a single-family dwelling. The minimum lot width allowed in the HR-1 District is twenty-five feet (25'). The proposed lot is 75.75 feet wide along its eastern edge, and the proposed lot meets the minimum lot width requirement. A Condition of Approval will be added requiring that Parcel A is

identified as appurtenant to Lot 1 and cannot be separately developed as Sandridge Road divides the lot. Because of the size and depth of Parcel A, no development could be constructed on this site and comply with setbacks; any new development shall be limited to Lot 1. Table 1 shows applicable development parameters for this proposal in the Historic Residential (HR-1) District:

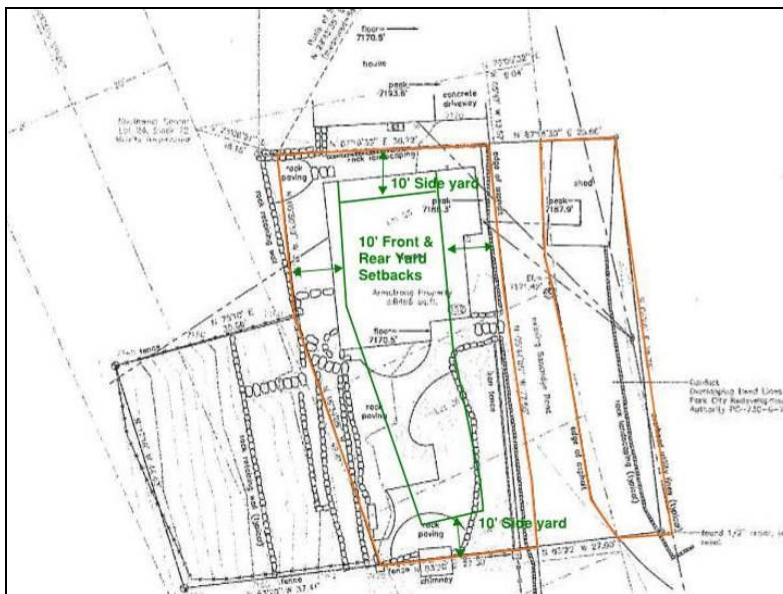
Table 1

Required	Existing		Permitted
	Lot 1	Parcel A	
Lot size	4,375.38 SF 3,368.99 SF (Total Lot Size with Parcel A = 4,375.38 SF)	1,006.39 SF (Total Lot Size with Lot 1 = 4,375.38 SF)	1,875 square feet minimum; complies
Allowed Footprint	748 square feet	0 square feet ¹ (Historic Shed is 228 SF)	1,710.84 square feet maximum based on total lot size (including Lot 1 and Parcel A)
Front/rear yard setbacks	3 feet from Sandridge Road, 7 feet from rear lot line ²	1 foot from Sandridge Road, 0 feet from rear lot line ²	10 feet minimum from edge of Sandridge Road and 10 feet minimum rear yard setback
Side yard setbacks	5 feet (north), 42 feet (south)	0 feet (north), 55 feet (south)	10 feet, total 24 feet minimum
Building height	20 feet	16 feet	27 feet above existing grade, maximum. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters

¹ Historic Accessory Buildings listed on the HSI is not included in the footprint calculation so long as the historic accessory building is not expanded, enlarged, or incorporated is not the Main Building.

² Historic Structures that do not comply with Building Footprint, Building Height, Building Setbacks, Off-Street parking, and driveway location standards are valid Complying Structures.

The following diagram outlines the proposed setbacks for this property. The orange line represents the property boundaries and the green shows the approximate location of the setbacks. As a reminder, Parcel A to the east of Sandridge Road is an undevelopable parcel as any development could not comply with the required setbacks.



Good Cause

Planning Staff finds there is good cause for this plat amendment. Combining the lots will allow the existing owner to clear up the lot line running underneath the home and any new construction will be on one sole lot. Further, it will allow for Sandridge Road, a public right-of-way to be dedicated to the City. The plat amendment will also utilize best planning and design practices, while preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community. Staff finds that the plat will not cause undo harm to adjacent property owners and all future development will be reviewed for compliance with requisite Building and Land Management Code, and applicable Historic District Design Guidelines requirements.

Department Review

This project has gone through an interdepartmental review. There were no issues raised by any of the departments or service providers regarding this proposal that have not been addressed by the conditions of approval.

Notice

The property was posted and notice was mailed to property owners within 300 feet in accordance with the requirements in the LMC on November 30, 2016. Legal notice was also published in the Park Record by November 26, 2016, and posted on the public notice website in accordance with the requirements of the LMC.

Public Input

Staff has not received public input on this application at the time of this report. Public

input may be taken at the regularly scheduled City Council public hearing.

Process

Approval of this application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18. Any new structures and improvements will require a Historic District Design Review. A Building Permit is publicly noticed by posting of the permit.

Alternatives

- The City Council may approve the 152 Sandridge Road Subdivision, located at the same address; or
- The City Council may deny the 152 Sandridge Road Subdivision, located at the same address, and direct staff to make Findings for this decision; or
- The City Council may continue the discussion to a date certain and provide staff with direction to provide additional information necessary in order to make a final decision on the record of survey plat.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The proposed subdivision would not be recorded, the parcel would remain as is and the applicant would not be able to build over interior lot lines, and the parcel would not become a legal lot of record.

Recommendation

Staff recommends City Council hold a public hearing and consider approving the 152 Sandridge Road Subdivision, located at the same address, based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Exhibits

Exhibit A –Draft Ordinance and Proposed Plat

Exhibit B – Existing Conditions Survey

Exhibit C – Existing Plat Map

Exhibit D – Vicinity Map/Aerial

Exhibit E – Photographs

Ordinance 2017-02

**AN ORDINANCE APPROVING THE 152 SANDRIDGE ROAD SUBDIVISION,
LOCATED AT 152 SANDRIDGE ROAD, PARK CITY, UTAH.**

WHEREAS, the owners of the property known as the 152 Sandridge Road Subdivision, located at the same address, have petitioned the City Council for approval of the 152 Sandridge Road Subdivision; and

WHEREAS, on November 26, 2016 the property was properly noticed by publishing notice in the Park Record and on the Utah Public Notice website and posted according to the requirements of the Land Management Code; and

WHEREAS, on November 30, 2016 proper legal notice was sent to all affected property owners according to the Land Management Code; and

WHEREAS, the Planning Commission held a public hearing on December 14, 2016, to receive input on the proposed subdivision;

WHEREAS, on December 14, the Planning Commission forwarded a positive recommendation to the City Council; and,

WHEREAS, on January 5, 2017 the City Council held a public hearing on the proposed 152 Sandridge Road Subdivision, located at the same address, and

WHEREAS, there is good cause and it is in the best interest of Park City, Utah, to approve the proposed 152 Sandridge Road Subdivision.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. 152 Sandridge Road Subdivision, located at the same address, as shown in Exhibit A, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. 152 Sandridge Road Subdivision, located at the same address, is within the Historic Residential (HR-1) District. It is identified by Summit County as tax parcel PC-591.
2. The proposed subdivision will create one (1) legal lot of record from a metes and bounds parcel consisting of a total of 4,375.38 square feet; Lot 1 containing the historic house consists of 3,368.99 square feet and Parcel A containing the historic shed consists of 1,006.39 square feet.

3. On October 5, 2015, the applicants submitted an application for a subdivision to create a legal lot of record from a metes and bounds parcel; the application was deemed complete on October 8, 2015. The amended plat amendment was deemed complete on October 4, 2016.
4. The parcel at 152 Sandridge Road currently contains a Historic house and shed structure. The site has been identified as “significant” on the City’s Historic Site Inventory.
5. The HR-1 zone requires a minimum lot size of 1,875 square feet. The proposed Lot 1 is 3,388.99 square feet. Proposed Parcel A is 1,006.39 square feet.
6. The maximum footprint for a lot of this size is 1,710.84 square feet based on the size of Lot 1 and Parcel A.
7. The minimum front yard setbacks for this property are 10 feet from the edge of Sandridge Road and 10 feet from the rear property line. The historic house is currently 3 feet from Sandridge Road and 7 feet from the rear property line. The historic shed is 1 foot from Sandridge Road and 0 feet from the property line to the east.
8. The minimum side yard setbacks for this property are 10 feet, for a total of 24 feet. The house has a side yard setback of 10 feet from the north property line and 44 feet from the south. The shed has a 0 foot setback from the north property line and 52 feet from the south.
9. Historic Structures that do not comply with Building setbacks, off-street parking, and driveway location standards are valid complying structures.
10. The applicant completed a quit claim deed, recorded November 2, 2015, in order to claim ownership of a gap of land which should have been included in previous conveyances of the property. The proposed plat amendment reflects the addition of this parcel. The gap parcel will be incorporated into Lot 1.
11. The applicant also completed a quit claim deed, recorded September 22, 2016, to address a triangle parcel located in Lot 1.
12. Sandridge Road runs north-south through the eastern portion of the property. It is located approximately 14 feet from the east property line on the north side and 9 feet from the east property line on the south side. The road is approximately 10 feet wide. The road was not used in the calculation of the allowable footprint.
13. The property currently has improvements that extend beyond the property lines, including existing stone and rock retaining walls, fencing, and an outdoor stone fireplace shared with the neighboring property to the south at 130 Sandridge Road that encroach beyond the property lines of 152 Sandridge.

Conclusions of Law:

1. There is good cause for this subdivision.
2. The subdivision is consistent with the Park City Land Management Code and applicable State law regarding subdivisions.
3. Neither the public nor any person will be materially injured by the proposed subdivision.
4. Approval of the subdivision subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the subdivision for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the subdivision at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. Recordation of this plat and completion and approval of a final Historic District Design Review (HDDR), applications are required prior to building permit issuance for any construction on the proposed lot.
4. No building permit for any work that expands the footprint of the home, or would first require the approval of an HDDR, shall be granted until the subdivision is recorded with the Summit County Recorder's office.
5. The applicant shall dedicate to the City the portion of the built Sandridge Road located within the property lines of 152 Sandridge Road.
6. Encroachments across property lines must be addressed prior to plat recordation and shall either be removed or encroachment agreements shall be provided.
7. Encroachments into Chambers Street shall either be removed or the applicant shall enter into an agreement with the City to remove these at a specified future date.
8. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final mylar prior to recordation.
9. Prior to recordation of the subdivision plat, there shall be a plat note addressing the required setbacks. A plat note shall also be added limiting the maximum footprint for Lot 1 and Parcel A to 1,710.84 square feet; any new development shall be limited to Lot 1 of the 152 Sandridge Road Subdivision.
10. Pursuant to LMC 15-15-1.37, the historic shed on Parcel A is exempt from footprint requirements and shall not be included in the total allowed footprint.
11. Parcel A is appurtenant to Lot 1 and cannot be separately developed.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 5th day of January, 2017

PARK CITY MUNICIPAL CORPORATION

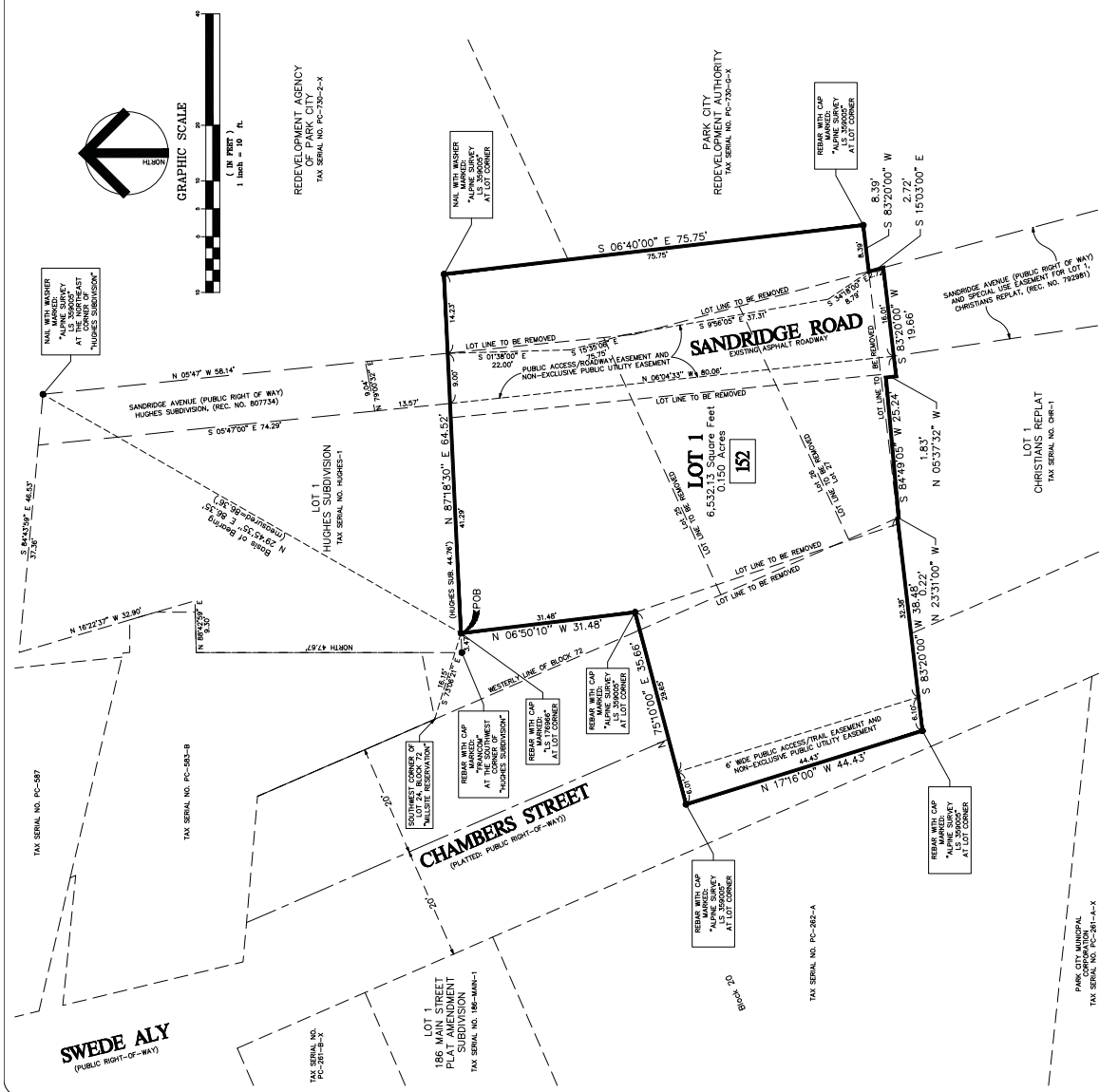
Jack Thomas, MAYOR

ATTEST:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney



BOUNDARY DESCRIPTION

ORDER DESCRIPTION

NOTES

65 STREET JOURNAL

[illegible]

ACKNOWLEDGEMENT

**Evergreen
Engineering, Inc.**
Civil Engineering • Land Surveying • Land Planning
1670 Bonanza Drive • Suite 104
P.O. Box 2861 • Park City • Utah • 84060
Phone: 435.649.4667 • Fax: 435.649.9219
E-mail: office@evergreen-eng.com

CITY ENGINEER

THIS PLAT IS IN CONFORMANCE WITH INFORMATION
ON FILE IN THE OFFICE OF THE PARK CITY
ENGINEERING DEPARTMENT ON THIS _____
DAY OF _____ A.D. 201__.

CITY ENGINEER _____

SNYDERVILLE BASIN WATER
RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE
BASIN WATER RECLAMATION DISTRICT STANDARDS
ON THIS _____ DAY OF _____

BY: _____ AD 201--

SNYDERVILLE BASIN WATER
RECLAMATION DISTRICT

CITY PLANNING
COMMISSION

APPROVED BY THE PARK CITY
PLANNING COMMISSION ON THIS _____
DAY OF _____ A.D. 201__

CHAIRMAN

APPROVAL AS
TO FORM

APPROVED AS TO FORM ON THIS _____
DAY OF _____ A.D. 201_.

CITY ATTORNEY _____

**COUNCIL APPROVAL
& ACCEPTANCE**

APPROVAL AND ACCEPTANCE BY THE PARK
CITY COUNCIL THIS _____ DAY OF
_____ A.D. 201__

MAYOR

CERTIFICATE OF
ATTEST

I CERTIFY THIS WAS APPROVED BY PARK
CITY COUNCIL THIS _____ DAY OF
_____ A.D. 201__.

CITY RECORDER

RECORDED

DATE OF _____
COUNTY OF _____
RECORDED AND FILED AT THE REQUEST OF: _____
COUNTY RECORDER _____

[illegible]

7. Survey requested by Michael Budworth.
8. Purpose of the survey: locate the deed descriptions, improvements and the topographic profile.
9. Dates of the survey: from July 25, 1960 to August 1, 1960.
10. Date of the survey: July 25, 1960.
11. Location of the survey: Parcel 16, Township 2 South, Range 1 East, Soil Lake Lane & Menden.
12. See the official plat of the Park City Survey for other details.
13. The purpose of the survey was to locate all items located and if the property should be worse or a new item located.
14. If the property had not been surveyed at the time the report report.
15. See the previous surveys recorded as Silver Plats No. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796,

[illegible]

I, J.D. Galloway, a Registered Land Surveyor as prescribed by the laws of the State of Utah and holding License No. 399002, do hereby certify that I have supervised a survey of the herein described property and that this plat is a true representation of said survey.

17.15

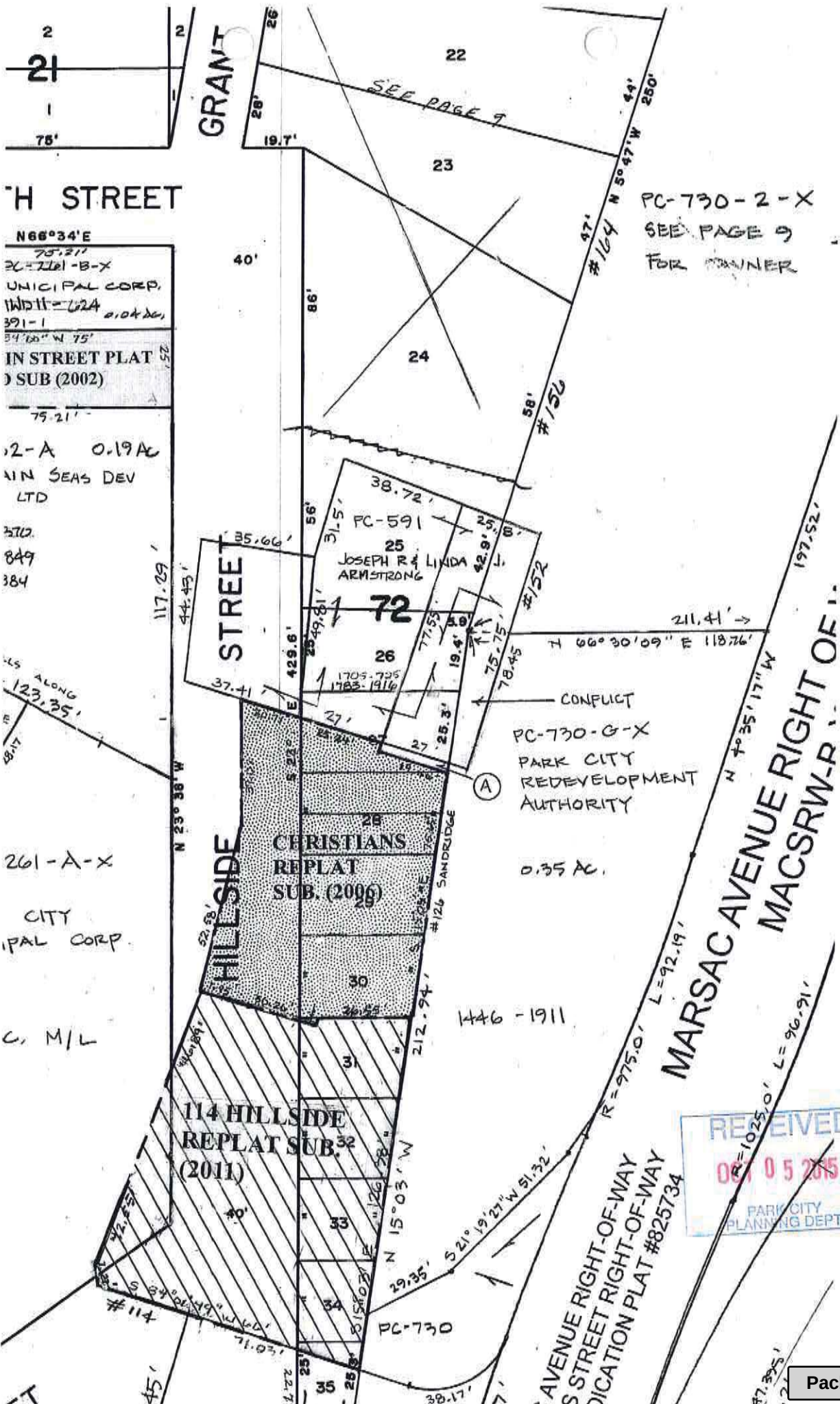


FILE NO. 50008416

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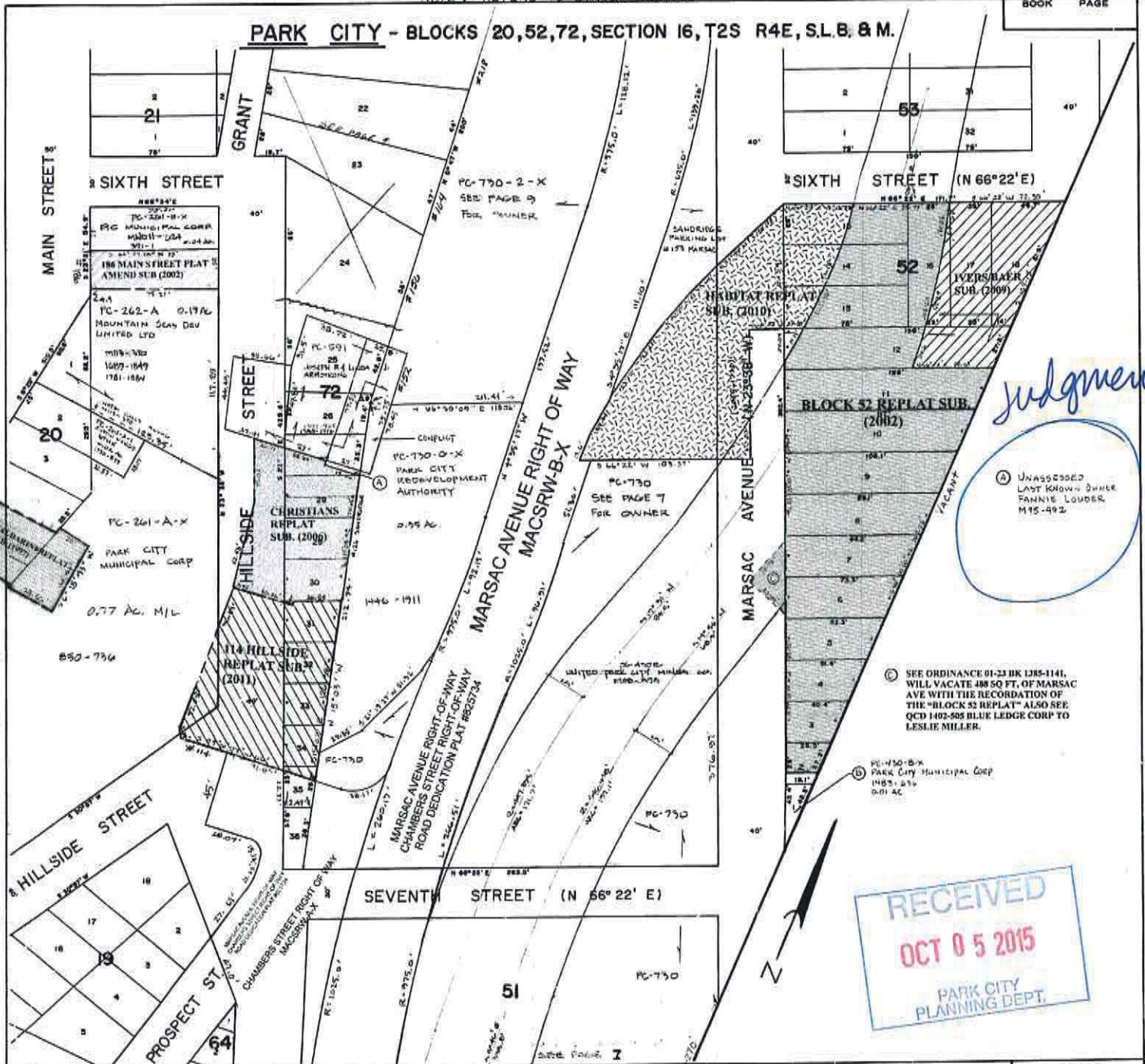
RECEIVED
OCT 05 2015
PARK CITY
PLANNING DEPT



Note: # REFERS TO STREET ADDRESS

PARK CITY - BLOCKS 20, 52, 72, SECTION 16, T2S R4E, S.L.B. & M.

BOOK PAGE



judgment

(A) UNASSESSED
LAST KNOWN OWNER
FANNIE LOUDER
M15-492

(C) SEE ORDINANCE 01-23 BK 1385-1141,
WILL VACATE 488.50 FT. OF MARSAC
AVE WITH THE RECD OF
THE "BLOCK 52 REPLAT" ALSO SEE
QCD 1402-585 BLUE LEDGE CORP TO
LESLIE MILLER.

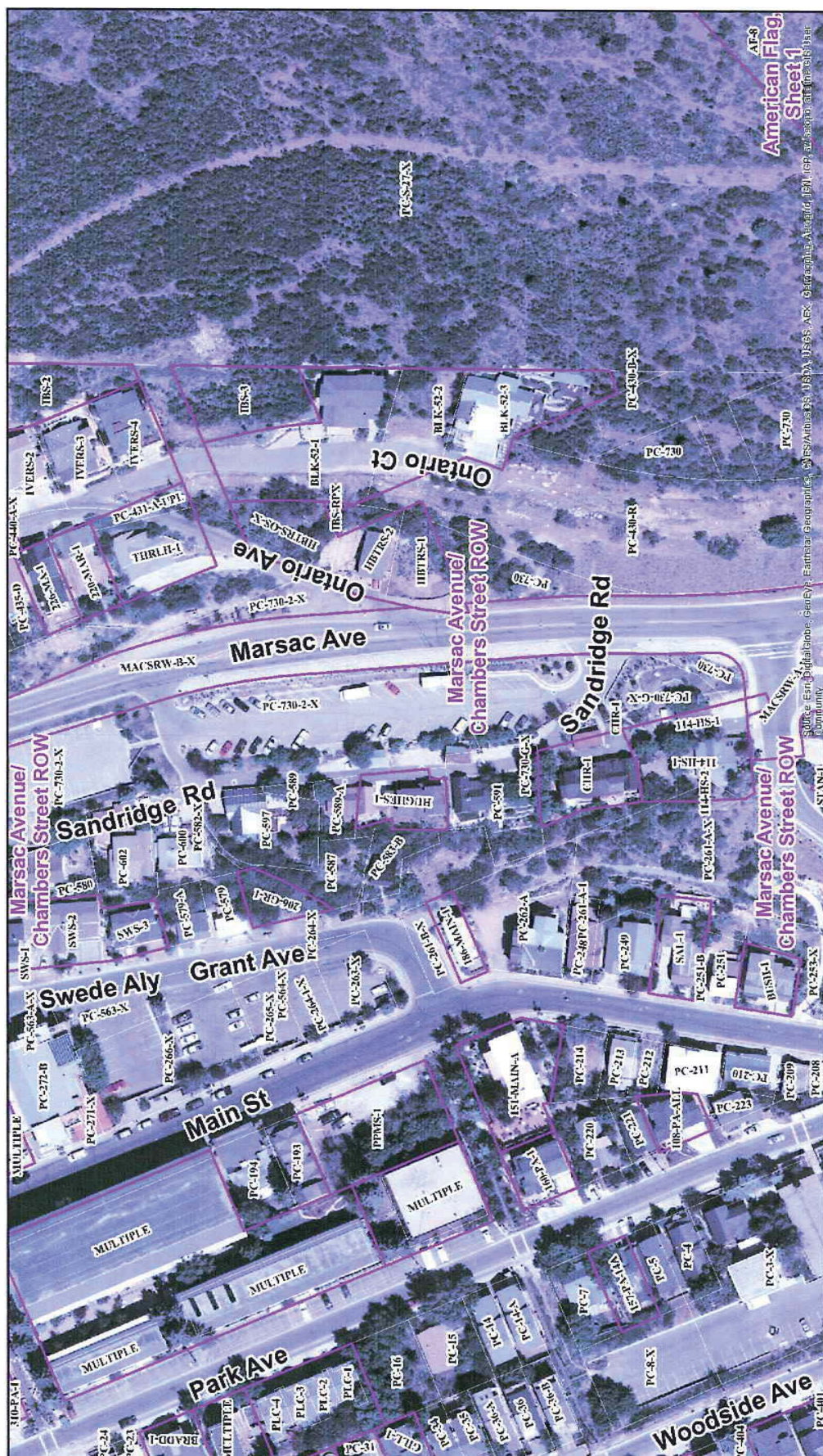
RECEIVED
OCT 05 2015
PARK CITY
PLANNING DEPT.

Approved	REVISIONS - DATE AND INITIAL	(In Pencil)
Utah State Tax Comm	DATE 7/2/16	

SUMMIT COUNTY, UTAH

SCALE
ONE INCH = 40 FEET
BOOK PAGE

Date By
Engineering Associates Inc.



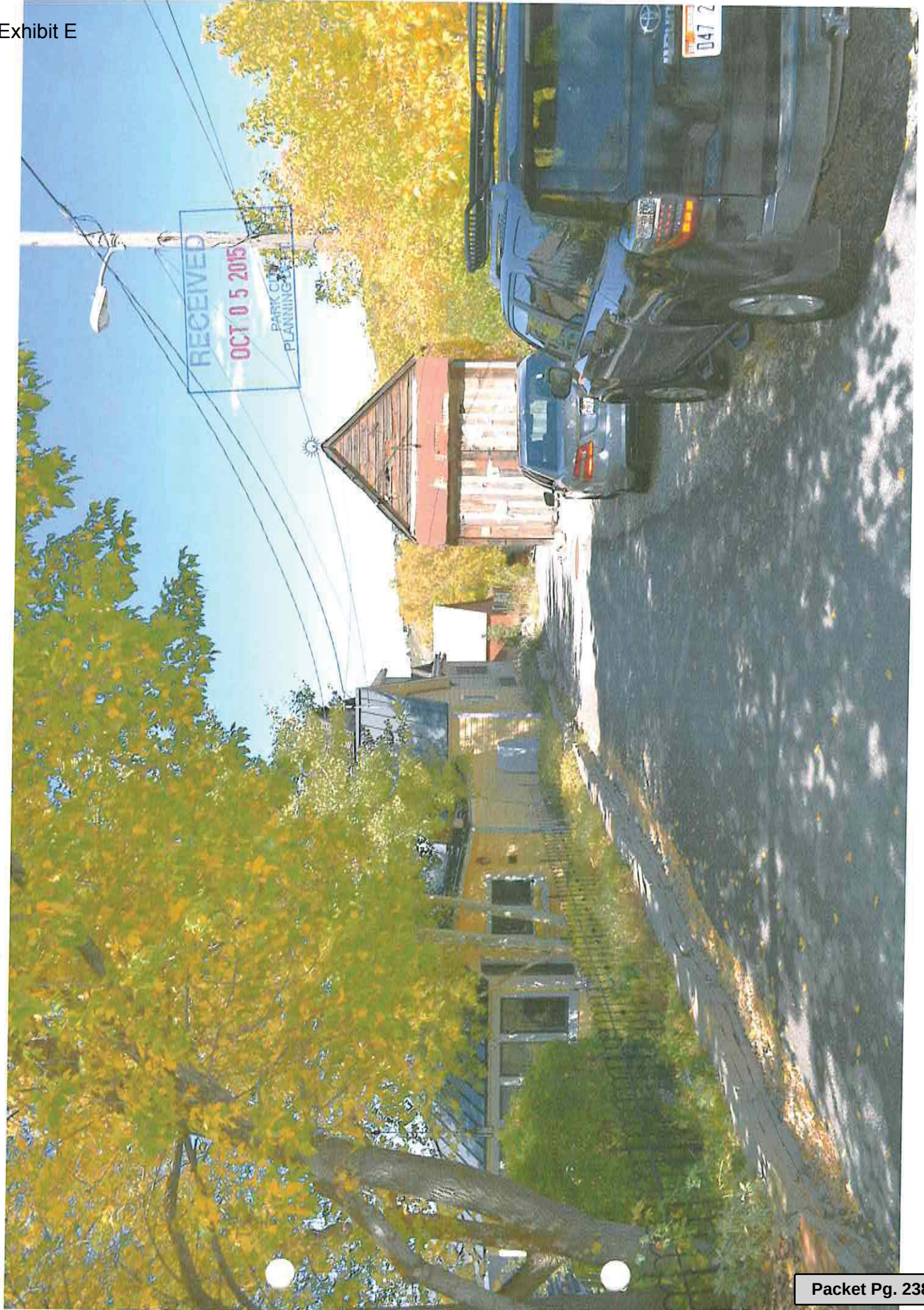
This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information and data obtained from various sources, including Summit County which is not responsible for its accuracy or timeliness.

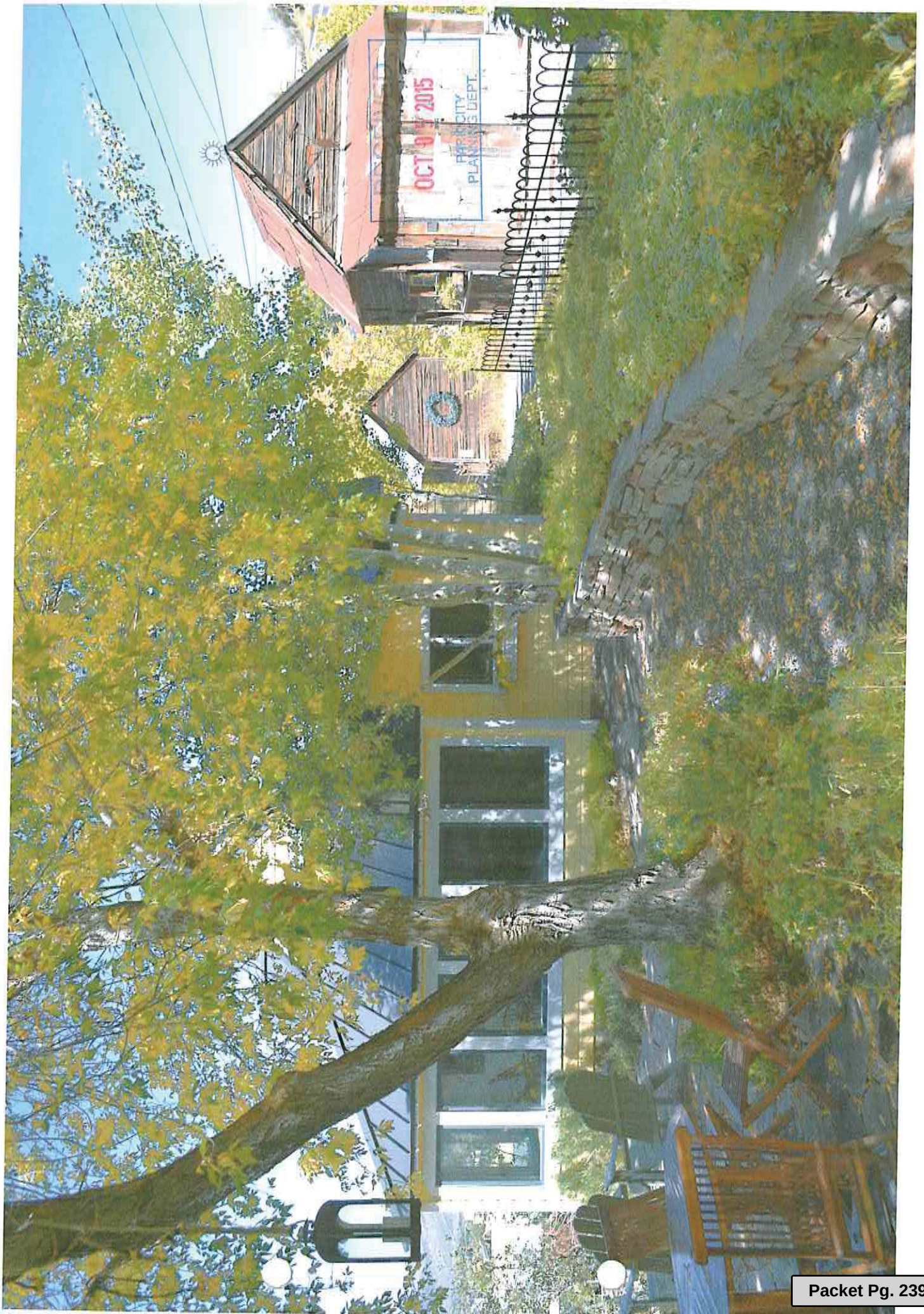


Summit County Online Parcel Reference Map
Printed on: 9/25/2015

Map Title
1 in = 101 feet

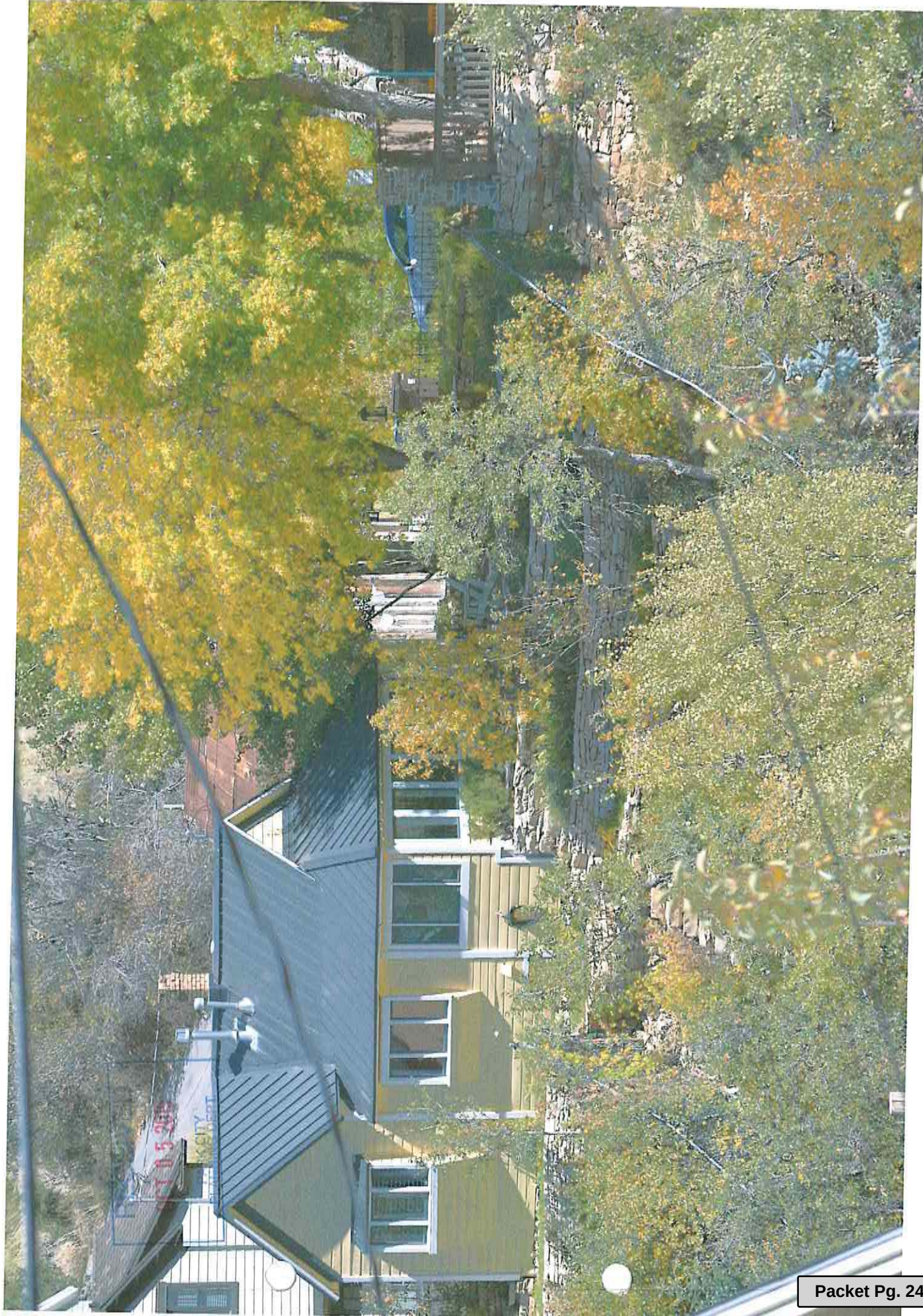
Summit















DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Please consider for approval the list of meeting dates for regular City Council meetings.

Respectfully:

Michelle Kellogg, City Recorder

Ordinance 2017-03

An Ordinance Approving the Notice of a Regular Meeting Date, Time, and Location for Meetings of the City Council, Redevelopment Agency, Municipal Building Authority and Water Service District of Park City, Utah, for 2016

The regular meetings of the Park City Council, Redevelopment Agency, Municipal Building Authority, and Water Service District shall be held every Thursday at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, at 6:00 p.m., except when there is no quorum, no pending business or the regular meeting date falls on a holiday. The 2016 meeting schedule for the above agencies is as follows:

January 5, 12, 26
February 2, 16
March 2, 16, 30
April 13, 27
May 11, 25
June 8, 15, 29

July 13, 20
August 3, 17, 31
September 14, 21
October 5, 12, 24 (Tuesday)
November 9, 16, 30
December 7, 14

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.

EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 5 day of January, 2017.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The applicant is requesting a Subdivision for the purpose of combining all property including: PC-261-BX, PC-263-X, PC-264-X, PC-264-IX, PC-564-X, PC-564-X, PC-563-X, PC-563-AX, PC-566-X, PC-571-X, PC-572-B of Blocks 21 and 70 of the Park City Survey into Lot 1 and Parcel PC-272-B of Blocks 21 and 70 into Lot 2.

There is an existing non-historic commercial restaurant (the Wasatch Brew Pub) on the property and a parking lot that holds 52 parking spaces. The applicant wishes to combine the parcels and lots in order to create two platted lots of record, namely Lot 1 for a City owned Public Plaza and Lot 2 for the Wasatch Brew Pub. This subdivision plat also solidifies access easements for Lot 2 (The Wasatch Brew Pub). The subdivision will effectively clean up parcels, partial lots, City Right of Ways and provide appropriate access easements that will memorialize the area.

On December 14, 2016, the Planning Commission forwarded a positive recommendation to the City Council; the vote was unanimous (6-0). See Exhibit F - December 14, 2016 Planning Commission meeting Minutes.

Respectfully:

Makena Hawley, Planner I

City Council Staff Report



Subject: Main Street Plaza Subdivision
Author: Makena Hawley, City Planner
Project Number: PL-16-03217
Date: January 5, 2017
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends the City Council hold a public hearing for the Main Street Plaza Subdivision, located at 220 & 250 Main Street, and consider continuing the requested application to January 12, 2017 in order for additional research on easements.

Description

Applicant: Park City Redevelopment Agency and Schirf Brewing Company
Location: 220 & 250 Main Street
Zoning: Historic Commercial Business (HCB) District and Historic Residential (HR-2) District
Adjacent Land Uses: Commercial, Treasure Mountain Inn, Wasatch Brew Pub, Single-family residential, vacation rentals 205 Main St. Town Homes
Reason for Review: Planning Commission review and recommendation to City Council

Summary of Proposal

The applicant is requesting a Subdivision for the purpose of combining all property including: PC-261-BX, PC-263-X, PC-264-X, PC-264-IX, PC-564-X, PC-564-X, PC-563-X, PC-563-AX, PC-566-X, PC-571-X, PC-572-B of Blocks 21 and 70 of the Park City Survey into Lot 1 and Parcel PC-272-B of Blocks 21 and 70 into Lot 2.

There is an existing non-historic commercial restaurant (the Wasatch Brew Pub) on the property and a parking lot that holds 52 parking spaces. The applicant wishes to combine the parcels and lots in order to create two platted lots of record, namely Lot 1 for a City owned Public Plaza and Lot 2 for the Wasatch Brew Pub. This subdivision plat also solidifies access easements for Lot 2 (The Wasatch Brew Pub). The subdivision will effectively clean up parcels, partial lots, City Right of Ways and provide appropriate access easements that will memorialize the area.

On December 14, 2016, the Planning Commission forwarded a positive recommendation to the City Council; the vote was unanimous (6-0). See Exhibit F - December 14, 2016 Planning Commission meeting Minutes.



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The property owner is requesting to vacate Lot 1 of the Northstar Subdivision in order to create a new subdivision (1061 Lowell Avenue Subdivision), subdividing the existing lot into four (4) lots of record. The new proposed subdivision is concurrent and dependent on the plat vacation of Northstar under application PL-16-03328.

Respectfully:

Makena Hawley, Planner I

City Council Staff Report



Subject: 1061 Lowell Avenue Subdivision
Address: 1061 and 1063 Lowell Avenue
Author: Makena Hawley, Planner
Project Number: PL-16-03221
Date: January 5, 2017
Type of Item: Legislative – Plat proposal to subdivide 1 lot into 4 lots which is concurrent and dependent on the plat vacation of Lot 1 from the Northstar Subdivision (PL-16-03328).

Summary Recommendations

Staff recommends the Planning Commission conduct a public hearing and continue the hearing of the 1061 Lowell Avenue Subdivision, to February 16, 2017 so staff and the applicant can continue research on the project proposal.

Description

Applicant: Illuminus Property Holdings represented by Jon Turkula,
Jaffa Group Architecture
Location: 1061 & 1063 Lowell Avenue
Lot 1, Northstar Subdivision
Zoning: Historic Residential (HR-1) District
Adjacent Land Uses: Residential
Reason for Review: A subdivision plat requires Planning Commission review and City Council review and action

Summary of Proposal

With the approval of the concurrent application (PL-16-03328 – the proposal to vacate Lot 1 of Northstar Subdivision) the property owner is requesting to create a new subdivision (1061 Lowell Avenue Subdivision), subdividing the existing lot into four (4) lots of record. The proposed subdivision creation is concurrent and dependent on the plat vacation of Northstar under application PL-16-03328.



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

The property owner is requesting to vacate Lot 1 of the Northstar Subdivision in order to create a new subdivision, subdividing the existing lot into four (4) lots of record. The new proposed subdivision is concurrent and dependent with this application under application PL-16-03221.

Respectfully:

Makena Hawley, Planner I

City Council Staff Report



PLANNING DEPARTMENT

Subject: Northstar Subdivision First Amended
– Vacating Lot 1
Address: 1061 and 1063 Lowell Avenue
Author: Makena Hawley, Planner
Project Number: PL-16-03328
Date: January 5, 2017
Type of Item: Legislative – A vacation plat from the Northstar Subdivision and a plat to subdivide 1 lot into 4 lots which is contingent on this vacation plat.

Summary Recommendations

Staff recommends the City Council conduct a public hearing and continue the hearing of the Northstar Subdivision First Amended – Vacating Lot 1, to February 16, 2017 so that staff may complete additional research on the project proposal.

Description

Applicant: Illuminus Property Holdings represented by Jon Turkula,
Jaffa Group Architecture
Location: 1061 & 1063 Lowell Avenue
Lot 1, Northstar Subdivision
Zoning: Historic Residential (HR-1) District
Adjacent Land Uses: Residential
Reason for Review: Plat amendments require Planning Commission review and City Council review and action.

Summary of Proposal

The property owner is requesting to vacate Lot 1 of the Northstar Subdivision in order to create a new subdivision, subdividing the existing lot into four (4) lots of record. The new proposed subdivision is concurrent and dependent with this application under application PL-16-03221.



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends City Council opens and continues to March 2, 2017, a public hearing on the Village at Empire Pass North Subdivision. Planning Commission conducted a public hearing on this application and continued the hearing to January 11, 2017. Staff requests continuation to March 2, 2017, to allow sufficient time for the Planning Commission to complete its review and to forward a recommendation to City Council.

Respectfully:

Kirsten Whetstone, Senior Planner



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends City Council open and continue to March 2, 2017, a public hearing on the B2 East Subdivision. Planning Commission conducted a public hearing on this application and continued the hearing to January 11, 2017. Staff requests continuation to March 2, 2017 to allow sufficient time for the Planning Commission to complete its review and to forward a recommendation to City Council.

Respectfully:

Kirsten Whetstone, Senior Planner



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Please consider for approval the list of meeting dates for regular Redevelopment Agency meetings.

Respectfully:

Michelle Kellogg, City Recorder

Resolution No. RDA 1-2017

**A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND
LOCATION FOR 2017 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 6:00 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6:00 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, 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 2017 is as follows:

January 5, 12, 26
February 2, 16
March 2, 16, 30
April 13, 27
May 11, 25

June 8, 15, 29
July 13, 20
August 3, 17, 31
September 14, 21
October 5, 12, 24 (Tuesday)

November 9, 16, 30

December 7, 14

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 5th day of January, 2017.

PARK CITY MUNICIPAL CORPORATION

Chairman Jack Thomas

ATTEST:

Michelle Kellogg, Secretary

Approved as to form:

Mark Harrington, City Attorney



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Please consider for approval the list of meeting dates for regular Municipal Building Authority meetings.

Respectfully:

Michelle Kellogg, City Recorder

Resolution No. MBA 1-2017

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2017 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 6:00 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6:00 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, 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 meeting schedule for the Municipal Building Authority in 2017 is as follows:

January 5, 12, 26
February 2, 16
March 2, 16, 30
April 13, 27

May 11, 25
June 8, 15, 29
July 13, 20
August 3, 17, 31

September 14, 21
October 5, 12, 24 (Tuesday)

November 9, 16, 30
December 7, 14

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 5th day of January, 2017.

PARK CITY MUNICIPAL CORPORATION

Chairman Jack Thomas

ATTEST:

Michelle Kellogg, Secretary

Approved as to form:

Mark Harrington, City Attorney



DATE: January 5, 2017

TO HONORABLE MAYOR AND COUNCIL

Please consider for approval the list of meeting dates for regular Water Service District meetings.

Respectfully:

Michelle Kellogg, City Recorder

Resolution No. WSD 1-2017

**A RESOLUTION ESTABLISHING A REGULAR MEETING
DATE, TIME, AND LOCATION FOR 2017 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 6:00 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6:00 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, 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 2017 is as follows:

January 5, 12, 26
February 2, 16
March 2, 16, 30
April 13, 27

May 11, 25
June 8, 15, 29
July 13, 20
August 3, 17, 31

September 14, 21
October 5, 12, 24 (Tuesday)

November 9, 16, 30
December 7, 14

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 5th day of January, 2017.

PARK CITY MUNICIPAL CORPORATION

Chairman Jack Thomas

ATTEST:

Michelle Kellogg, Secretary

Approved as to form:

Mark Harrington, City Attorney