



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
June 20, 2024**

The Council of Park City, Utah, will hold its regular meeting in person at the Marsac Municipal Building, City Council Chambers, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online and may have options to listen, watch, or participate virtually. [Click here for more information.](#)

Zoom Link: <https://us02web.zoom.us/j/89945422143>

CLOSED SESSION - 4:00 p.m.

The Council may consider a motion to enter into a closed session for specific purposes allowed under the Open and Public Meetings Act (Utah Code § 52-4-205), including to discuss the purchase, exchange, lease, or sale of real property; litigation; the character, competence, or fitness of an individual; for attorney-client communications (Utah Code section 78B-1-137); or any other lawful purpose.

WORK SESSION

4:25 p.m. - Discuss 2023/2024 Winter Transportation Report

5:10 p.m. - Break

REGULAR MEETING - 5:30 p.m.

I. ROLL CALL

II. APPOINTMENTS

1. Appointment of Marissa Day and Janet Kiholm Smith to the Library Board for Three-Year Terms; and Reappointment of Patricia Stokes and Andrea Zavala to the Library Board for Three-Year Terms beginning July, 2024

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. PC Tots Facility Report
2. City Park Tennis/Pickleball Court Usage
3. City Manager and City Attorney Review Process
4. Summit County Park and Ride Study Update
5. Bonanza Park 5-Acre Site Council Meeting Discussion Recap from June 5-6, 2024

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

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from May 23, and June 5, 2024

VI. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Professional Service Agreement with Alpine Forestry LLC, as Approved by the City Attorney's Office, to Provide Forest Management Program Implementation, in an Amount Not to Exceed \$200,000
2. Request to Authorize the City Manager to Execute a Construction Agreement with Renner Sports, in a Form Approved by the City Attorney, to Resurface 15 Hard Surface Courts at PC MARC in an Amount Not to Exceed \$153,815
3. Request to Approve Resolution 11-2024, a Resolution Adopting the FY25 Utah Retirement Systems Contributions for Tier 2 Public Safety Employees, Effective July 1, 2024, for Park City Municipal

VII. OLD BUSINESS

1. Consideration to Authorize the City Manager to Execute the First Amendment to the Design Professional Service Agreement, in a Form Approved by the City Attorney, with Sparano + Mooney Architects in an Amount Not to Exceed \$954,562 for a Total Contract Not to Exceed \$1,051,087 for Design Services to Replace the Recreation Building in City Park
(A) Public Input (B) Action

VIII. NEW BUSINESS

1. Consideration of Compensation Increases for Executive Municipal Officers Included in the Final FY 2025 Budget
(A) Public Hearing
2. Consideration to Approve Ordinance No. 2024-12, an Ordinance Establishing Compensation for the Elective and Statutory Officers for FY 2025
(A) Public Hearing (B) Action
3. Consideration to Adopt Resolution 12-2024, a Resolution Amending the Fee Schedule
(A) Public Hearing (B) Action
4. Consideration to Approve Ordinance 2024-13, an Ordinance Adopting a Revised Budget for Fiscal Year 2024 and a Final Budget for Fiscal Year 2025 for Park City Municipal Corporation and its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate
(A) Public Hearing (B) Action
5. Consideration to Approve Resolution 10-2024, a Resolution Adopting the Park City Comprehensive Emergency Management Plan (CEMP)
(A) Public Input (B) Action

IX. ADJOURNMENT

X. PARK CITY REDEVELOPMENT AGENCY MEETING

ROLL CALL

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

NEW BUSINESS

1. Consideration to Approve Resolution RDA 02-2024, a Resolution Adopting the Fiscal Year 2024 Revised Budget and the Fiscal Year 2025 Budget for Park City Redevelopment Agency
(A) Public Hearing (B) Action

ADJOURNMENT

XI. PARK CITY MUNICIPAL BUILDING AUTHORITY MEETING

ROLL CALL

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

NEW BUSINESS

1. Consideration to Approve Resolution MBA 02-2024, a Resolution Adopting the Fiscal Year 2024 Revised Budget and the Fiscal Year 2025 Budget for Park City Municipal Building Authority
(A) Public Hearing (B) Action

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.

***Parking is available at no charge for Council meeting attendees who park in the China Bridge parking structure.**

City Council Staff Report



Subject: 2023/2024 Winter Transportation Report
Author: Tim Sanderson, Transportation Director
Department: Transportation
Date: June 20, 2024

Summary Recommendation

Review and discuss the overall effectiveness of direct transit routes to/from the Richardson Flat Park and Ride for this past Winter's Operations and receive recommendations for other options to help mitigate traffic congestion and provide quality transit alternatives.

This report is further intended to provide summary data from Transit, Peak Day Operations, and Parking Services for the 2023/2024 winter season.

Definitions

DV Deer Valley Resort
PCM Park City Mountain
OTTC Old Town Transit Center

Background

On [October 5, 2023](#), the City Council approved increasing transit services to/from the ski resorts and the Richardson Flat Park and Ride. This service addition was made possible by contributions of \$150,000 (\$300,000 total) from Park City Mountain and Deer Valley Resort.

Transit

Three Richardson Flat routes were approved to service OTTC, Park City Mountain, and Deer Valley Resort: 6 Silver, 7 Grey, and 8 Brown.

The 7 Grey and 8 Brown routes operated on a 20-minute frequency from 5:45 a.m. to 6:15 p.m., and the 6 Silver operated on a 40-minute frequency from 6:15 p.m. to 11:05 p.m. After this increase, positive feedback was received. See **Exhibit A** for detailed statistics and public feedback.

- Total Ridership:

Route	December	January	February	March	Total
06 Silver (OTTC)	1,691	4,899	1,171	1,340	9,101
07 Grey (PCM)	5,122	16,458	15,504	13,037	50,121
08 Brown (DV)	4,056	7,193	15,811	10,779	37,839
Total	10,869	28,550	32,486	25,156	97,061

- Special Event Ridership:

Route	Sundance	World Cup	Total
06 Silver (OTTC)	4,075	-	4,075
07 Grey (PCM)	8,175	1,488	9,663
08 Brown (DV)	2,622	5,292	7,914
Total	14,872	6,780	21,652

- Average Customers per Service Hour:

Route	December	January	February	March	Total Average
06 Silver (OTTC)	8	23.3	10.2	9.7	12.8
07 Grey (PCM)	10.2	22.1	22.3	18.1	18.2
08 Brown (DV)	5.2	6.7	14.3	10.1	9.1

Parking

Park and ride utilization at the Richardson Flat parking lot showed unprecedented numbers throughout the 23/24 winter season. Overall, we are very pleased with the route's utilization and the collaboration with our partners. Paid and reserved resort parking, increased regulation and enforcement, marketing, and more convenient transit options contributed to the growth in transit ridership.

For example, park and ride utilization increased by 211% last winter. On peak days, there was an average of 320 vehicles parked at Richardson Flat. These results demonstrate the considerable role that a paid parking policy can play in achieving Transportation Demand Management (TDM) outcomes. **Exhibit B** illustrates the vehicle occupancy of the park and ride comparison.

Lessons Learned

As we begin planning for the 2024/25 winter season, we want to continue improving and promoting the Richardson Flat Park and Ride as a viable transit alternative. As such, we are considering the following adjustments:

1. Increased peak service to ski resorts:
 - a. Adjusting frequency to achieve a 15-minute frequency during peak periods and a 30-minute off-peak frequency.
 - b. This will better align our service with the demand, improving customer experience and reducing travel times.
2. Renaming the following routes:
 - a. R7 Grey
 - b. R8 Brown
 - c. This is being considered to highlight these routes as different from the rest of PCMC's transit service and improve the structure's intuitiveness for our customers.
3. Eliminate the OTTC stop on the R8 Pine Express (Deer Valley route).
 - a. Based on feedback from riders and stakeholders, we believe that improving directness between Richardson Flat and Deer Valley will reduce confusion and decrease travel time, making the service more desirable.

Performance Statistics

The following data were collected from December 1 to March 31 to reflect more consistent data patterns from year to year.

Transit Department (See Exhibit C)

PC Transit consistently tracks various data points (ridership, reliability, paratransit service, accidents, customer and operator feedback) to accommodate evolving transit service needs and demands. Analysis of this data enables the Transit Department to make appropriate

service adjustments and provide strategic recommendations to the City Council to maintain cost, serve as many riders as possible, improve on-time performance, attract new ridership, and enhance customer service.

Fixed Route Service Ridership

- Winter transit ridership experienced a 9% decline this season, influenced by several factors. One significant contributor was the slow start to the ski season, which likely reduced the number of visitors relying on transit to reach the slopes. Lower sales tax revenues in December and January also indicated decreased economic activity, further affecting ridership.

December/January ridership was down 23%, while February/March was only down 10.5%, highlighting the relative impact of weather conditions. Additionally, parking transactions increased by 12% (18,600 transactions) from last winter, suggesting that this winter saw more people opting to drive rather than use public transit. The Sundance Film Festival also had reduced transit usage this year, further contributing to the overall decline in ridership. See **Exhibit C-1**.

Fixed Route Reliability

- A bus is considered “on-time” if it departs a scheduled timepoint between 0 seconds early or 5 minutes late. Transit has established a goal that 90% of our service will depart “on-time”. Expectedly, we experience far less reliability in the winter due to resort traffic and congestion, special events, insufficient bus-priority traffic lanes, and snowy road conditions.

The routes with the lowest on-time performance all have one thing in common – they serve the PCM base. The narrow roadway infrastructure from Empire Avenue to the PCM resort bus stop is an ongoing challenge to on-time performance despite considerable and coordinated traffic congestion mitigation efforts from the City and PCM. Notwithstanding these difficulties, we maintained an on-time performance of 72% across all routes, an increase of 2% from winter 2022/23. To address deficiencies, Transit has established a route and scheduling committee to investigate the trends and provide additional solutions. See **Exhibit C-2**.

Paratransit Service & On Demand

- Park City Mobility continues to provide quality and responsive ADA Paratransit services for those seeking trips beginning within Park City boundaries. From winter 2022/23, PC Mobility’s ADA ridership increased by 27%, and On Demand service decreased by 51% due to microtransit. See **Exhibit C-3**.

Accident Data

- Transit prioritizes the safety of our customers and the public. We are revamping accident reporting metrics to maintain consistency with the Federal Government's required reporting and will submit the report to the Council in the fall.

Customer Feedback

- We have received many positive driver compliments, totaling 247 from December 1 to March 31 alone. In addition to driver compliments, 126 other customer

feedback entries were received this winter. See **Exhibit C-4**.

Community Outreach Since February 2024

- Organizing weekly events at the Fresh Market temporary bus stop to offer transit information and distribute complimentary coffee, apple cider, and chai tea.
- Spring Bike to School Event Preparation of flyers, social media posts, and communication.
- Facilitating the transition process from 10 White to High Valley Transit's 10x.
- Produced educational videos to share on our social media channels and inform the public about how and where to transfer between different bus routes and some guidelines for bringing bicycles on board.
- Executed a marketing campaign for the 3 Blue route, which sent postcards to market the service to homes along the route.

Peak Day Operations

Winter Peak Day Operations focused on two goals: Neighborhood Protection and Traffic Congestion Mitigation. In 2023-24, the number of peak days was reduced from 93 to 66, focusing more on weekends, holidays, and periods around special events.

Neighborhood Protection

- Thaynes Canyon: Park City Mountain continued to use paid reserved parking, which considerably improved morning traffic congestion and reduced cut-through traffic in the neighborhood. Traffic counts during the peak months were consistent with the prior year, with even further reductions during some months. Peak day staffing was reduced to one parking officer at Thaynes Canyon and Park Avenue on Max Peak Day mornings as a result.
- 14th and 15th Streets: Barricades were placed at the intersections of 14th and 15th and Empire Avenue for the duration of the ski season rather than on consecutive periods of peak days as in the prior year. The more permanent placement allowed for greater consistency and was successful in protecting the neighborhood from cut-through traffic.
- Hillside/Prospect/Chambers: On peak days during resort egress, a combination of police, parking, and Kane Security staff was posted to reduce cut-through traffic on these narrow and steep Old Town Streets. Traffic count data shows that 2023-24 saw the lowest amount of traffic on Hillside Avenue over the past six years.
- Deer Valley Loop: We responded to challenges along the Deer Valley Loop on overflow parking days. At times, steps were taken to reduce sidewalk blockage causing a line-of-sight problem for residents leaving their condominium complex. Deer Valley was helpful in our effort to increase the distance from the driveway where overflow vehicles were allowed to park, and a more robust enforcement policy was adopted to help ensure the safety of residents while still allowing for overflow parking.

Traffic Congestion Mitigation

- City staff worked to develop a plan to improve conditions at egress, particularly at the Deer Valley Drive and Bonanza Intersection and along Kearns Blvd from Park Avenue through Sidewinder. The egress plan, which included the channelization of traffic and the elimination of abrupt merging situations and some turning movements, along with adjustments in signal timing, was piloted on December 15, 2023.

Overall, the plan showed mixed results regarding channelization and eliminating turn movements, but it also proved unfavorable for many residents. During the Pilot, signal engineers at UDOT and Pine Top found that increasing green time to signals along Kearns Blvd. earlier in the afternoon showed beneficial results. This new signal timing was integrated into UDOT's signal plan for egress traffic and helped to improve traffic flow on eastbound Kearns Blvd., which improved the flows on Deer Valley Drive and Bonanza Drive.

Lessons Learned

- The reduction of peak days helped to alleviate staffing and budget issues for City departments, while the quality of operations was not degraded. A similar approach will be adopted for the 24-25 season. Although available to the public, the peak day calendar is more of an internal tool to coordinate resources and staffing during peak times efficiently.
- The pilot egress plan proved to be successful and helped improve egress traffic on Kearns, which will become a permanent part of peak day operations.
- The placement of barricades for the entire ski season at 14th and 15th Street was very effective and will become part of winter peak day operations moving forward.
- During the off season, City staff will study ways in which to improve the efficiency of the Deer Valley Drive Roundabout for greater transit priority and to help ease congestion during peak egress.

Parking Department (See Exhibit D)

During the [November 3, 2022, City Council](#) meeting, Parking Services presented a parking plan designed as a critical component of the overall peak season traffic mitigation plan. City Council voted to implement daytime paid parking with strategic rates in Old Town to protect local businesses from resort parking spillover while allowing for affordable short-term customer parking.

Neighborhood Protection

- Parking Services were heavily involved in the peak season Neighborhood Protection Plan through stationing at entries of residential areas, patrolling and maintaining presence in residential areas during peak traffic times, and enforcing the increased regulated areas implemented in the fall of 2022. **Exhibit D-1** represents the parking ticket issuance from daily patrols.

Main Street Business Protection

- The daytime paid parking program was implemented in winter 22/23 to mitigate skier parking in and around Main Street. The program was continued for the 23/24 winter season, and we saw a 12% increase in unique parking transactions and a 9.4% increase in revenue. (same inventory, timeframe, and parking rates applied). **Exhibit D-2** illustrates the comparative parking transaction and occupancy metrics. China Bridge filled nearly 30 evenings from December 15, 2023 – April 15, 2024. Each of these evenings, messaging to promote park and ride use was deployed in collaboration with Peak Day Management Teams.

Lessons Learned

- Given the collected parking data, past season trends, and current paid parking program strategies, implementing a daytime winter paid parking plan to meet demand

has sustained acceptable parking availability in China Bridge, and stall utilization/turnover has only increased.

- Implementing further neighborhood parking regulations has provided the opportunity for consistent enforcement and had the desired effect of preventing resort spillover parking.

Looking Ahead

As we enter the summer season, Transit is implementing two service revisions:

- Revised routing of the Trolley in order to provide bi-directional service on Main Street using the turnaround at Daly and Hillside. Scheduled to start service 1 July 2024
- A pilot project providing fixed route service to Park Meadows and Royal Street. Anticipated early July 2024.

Additionally, the Transit Team is working on developing our service plan for the 2024/25 winter season in collaboration with our stakeholders.

Exhibits

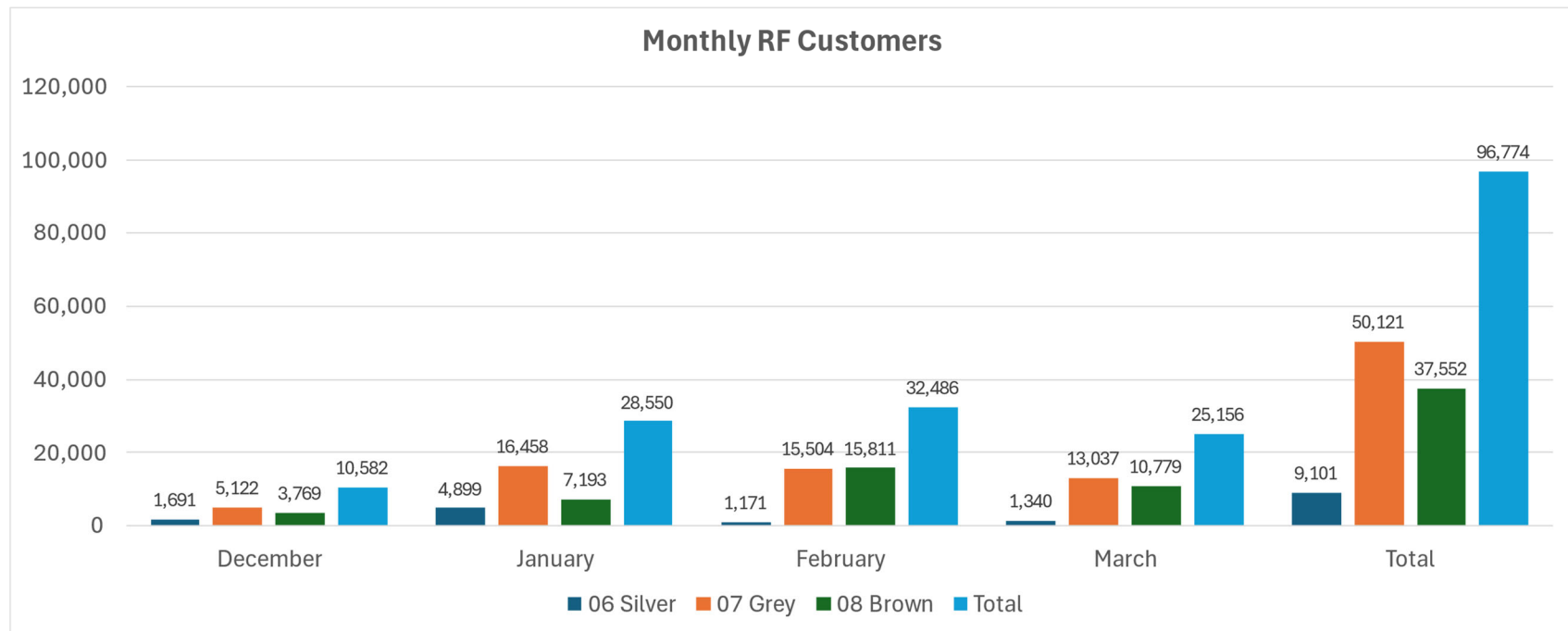
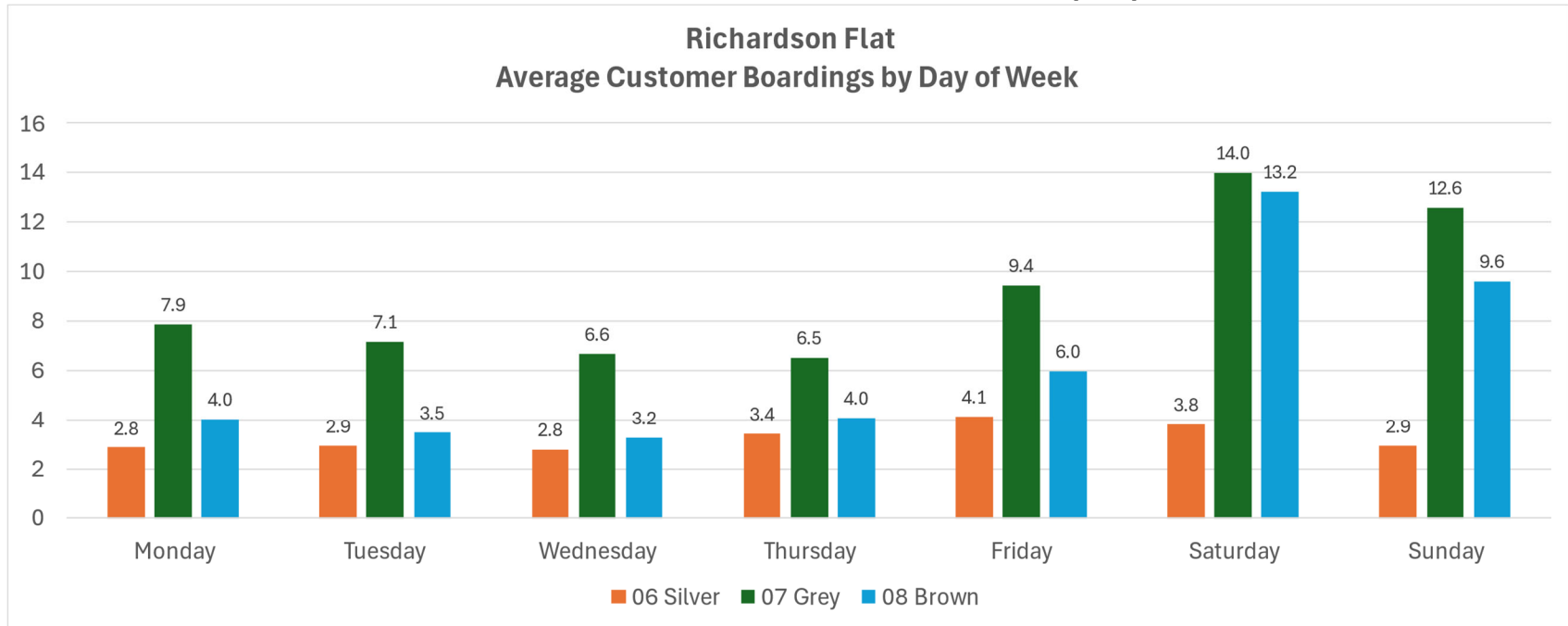
EXHIBIT A: 2023/24 Winter Richardson Flat Ridership Report and Feedback

EXHIBIT B: 2023/24 Winter Richardson Flat Parking Comparison

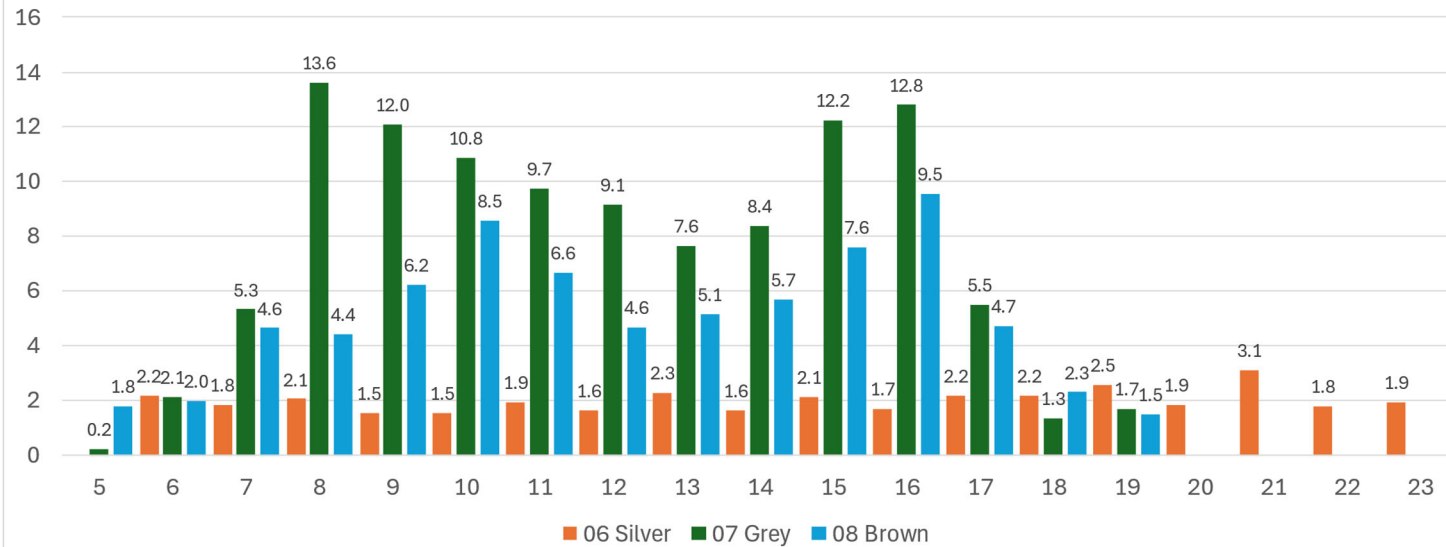
EXHIBIT C: 2023/24 Winter Transit Statistics

EXHIBIT D: 2023/24 Winter Parking Operations

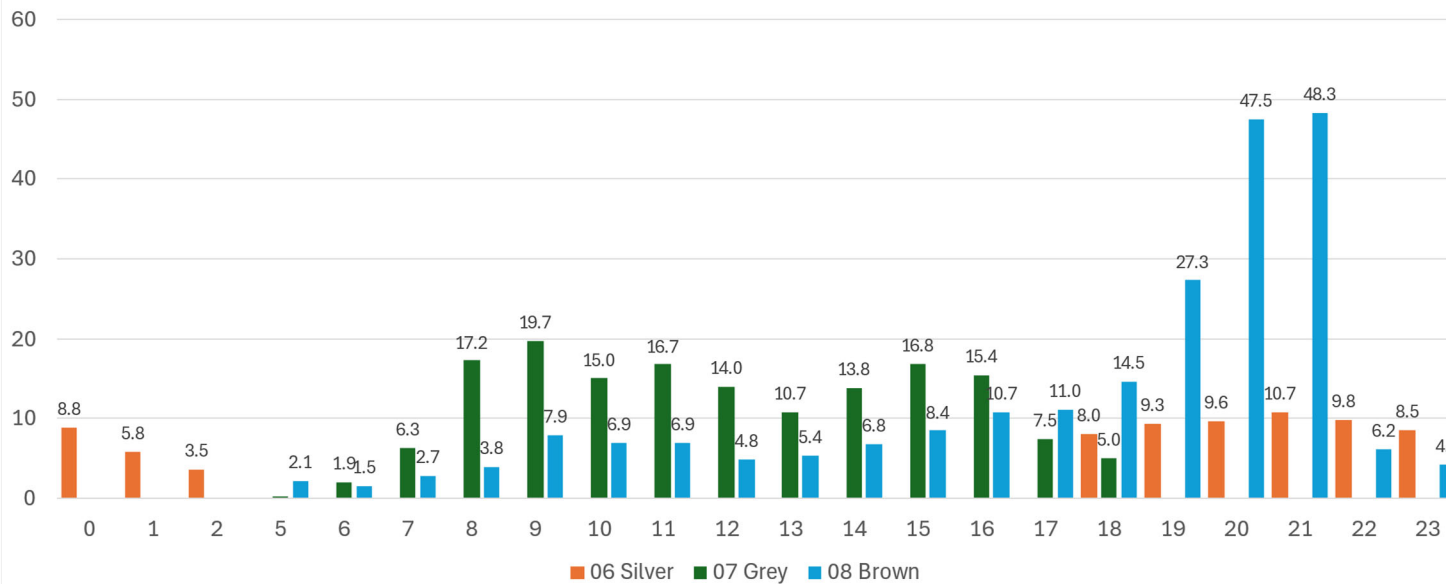
EXHIBIT A: 2023/24 Winter Richardson Flat Ridership Report



Richardson Flat
Average Customer Boardings by Hour
Sundance and World Cup Excluded



Average Customer Boardings by Hour
Sundance/World Cup



2023/24 Winter Feedback Received on Richardson Flat Routing

12/20/2023: Thank you for changing the route from Richardson Flat so that it delivers us directly to PCMR! I will use it every time I ski

12/25/2023: This bus should stop by the high school. There aren't many options for the people who live in the area that have to end up taking the yellow from dv which takes double the time. Yesterday I walked for 15 mins out in the cold because the driver couldn't do one extra stop on Christmas eve.

12/27/2023: The bus just sits in the parking lot for the 6 silver for 20 minutes then goes making everyone late

1/2/2024: I had a great experience today using transit and the gentleman who drove us had a small white bus that was leased. He was so very cordial and accommodating of the riders. I am also very appreciative of the gray and brown busses this year. They are absolutely incredible and I will continue to encourage use within my community.

1/2/2024: Thank you for this route. We live east of PC and this route is now our only way we get to Deer Valley. William is awesome. Very helpful and fun to talk to. This direct route is so much better than the old route and we, along with many locals, use it exclusively now.

1/2/2024: William went above and beyond by patiently guiding us through the bus routes and schedules when we inquired. His politeness and friendliness made our experience enjoyable. William and the ease of the route have convinced us to make the switch to using the bus for our trips to Deer Valley.

1/7/2024: Wondering why the Brown Express to Main passes me by. My stop is on Kearns. I go to Main St Transit for work. The Brown also goes there. This time of year is hard. We can get suspended from 3 shifts for clocking in even 3 mins late. 7 mins can lead to firing. It's very stressful. Thank You

1/11/2024: Richardson Flat park and ride direct to PCMR is a great service. Thanks for getting it right!

1/12/2024: Love the service to/from Richardson Flat. I'll be sure to tell everyone in Kamas. Thank you!

1/18/2024: I'm trying to figure out which of your bus lines will be going from the Richardson Flat lot to the High School/Eccles during Sundance and how often they'll be running. There is a lack of information both on your website and the Sundance website. Sundance's website says there's a "silver" line running between the two most of the day. Your website is still saying the silver line only runs at night. Then apparently there's a 7 or 8 line that may run between the two as well. And is the "mystop" app updated for Sundance, or is it just going to display the standard winter schedule? Thanks.

1/29/2024: We have ridden with your driver William from Deer Valley to Richardson Flat a couple of times. He is extremely pleasant and helpful. We have enjoyed many different lines on the bus service for years and William really stands out as a great driver! Thank you so much for the great service.

2/09/2024: Excellent service & convenient routing. Avoided the parking zoo at Deer Valley

2/09/2024: Great service and wonderful to have in the community

2/09/2024: Excellent driver convenient route

2/09/2024: Direct bus to DV & PC is exactly what was needed from Richardson flats. Now we need a direct bus to Canyons. Thank you and keep up the good work.

2/13/2024: Thank you! thank you! thank you, this service provides outstanding transit service to Deer Valley! This route helps keep numerous vehicles off Park City roads and Deer Valley park lots. I used to park at the Jordanelle gondola until it became impossible if you are not there prior to 9am. Then it was always a roll of the dices if I would be able to find parking at Snow Park. Now I ride the 15 minute stress free bus ride from Richardson Flat to Snow Park and never have to worry about traffic or finding a parking spot.

2/17/2024: Bus route from Rich Flat to Deer Valley and Park City is fabulous. Very convenient. I recommend it to all my friends and neighbors. Can't thank you enough.

2/25/2024: I spent the morning at Richardson Flat handing out gift cards to Deer Valley employees that took the bus to work. Jimmy was very nice every time he drove through the stop, letting me get on the bus to warm up and chatting while he waited to drive into town next. I think it's drivers like him that make the Park City Transit system so special.

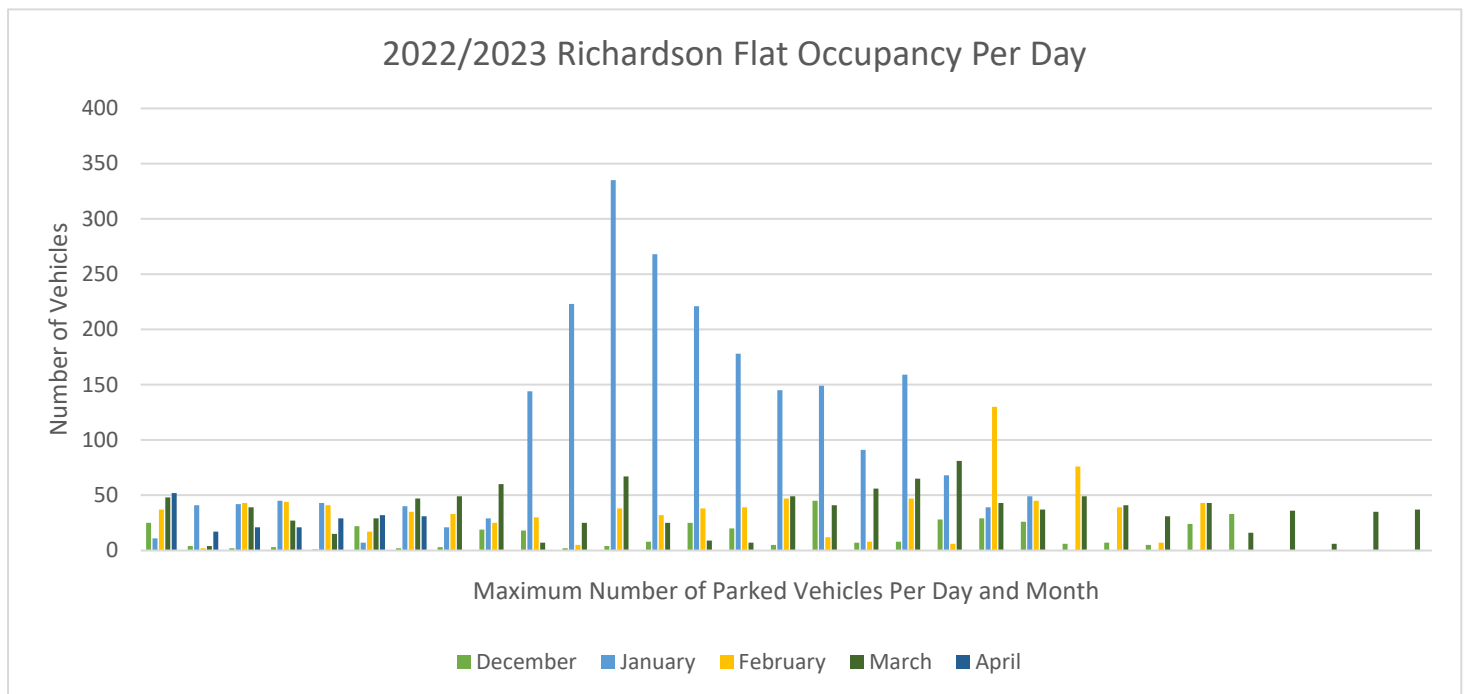
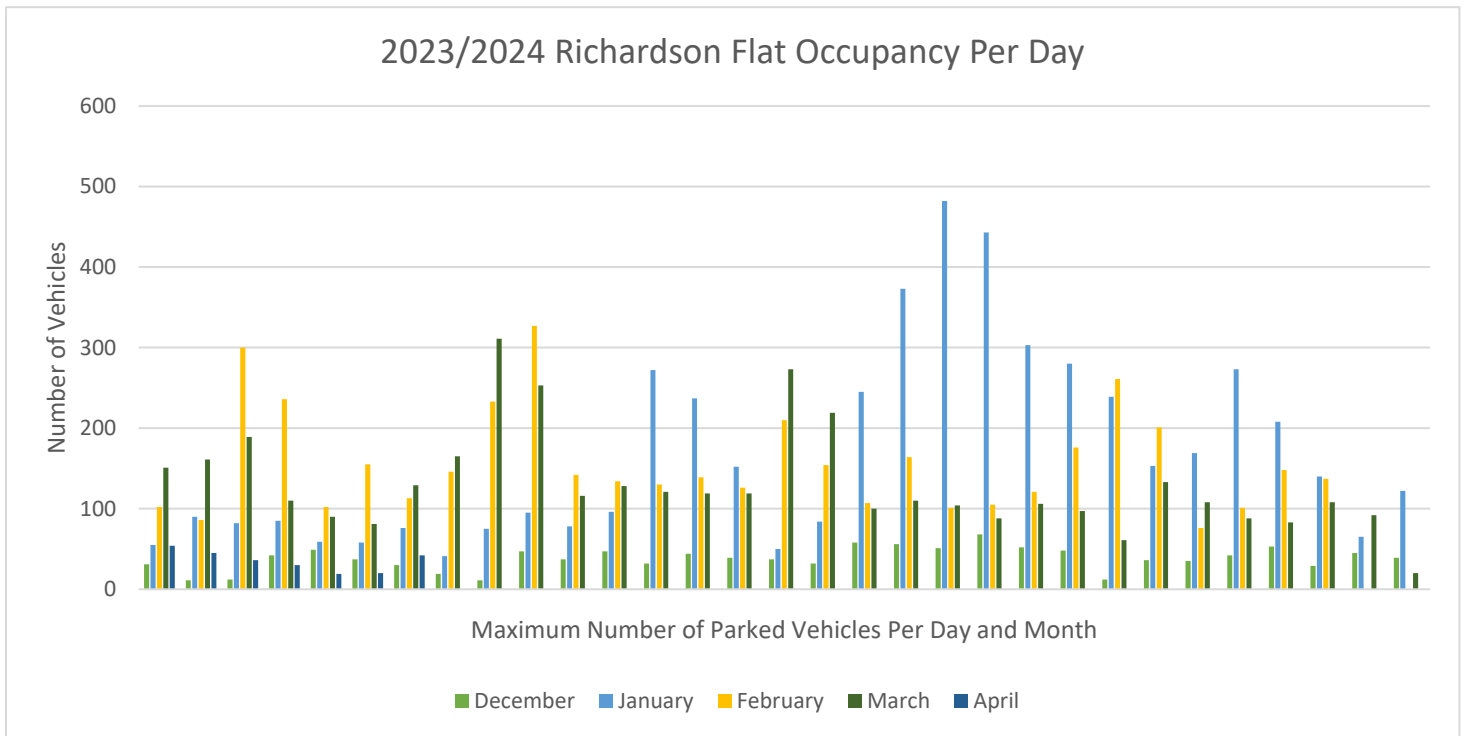
3/12/2024: I was standing in front of the seminary building across from the Highschool. I was waiting for the 7 Gray and when it was approaching, I started waving my hand to signal it to stop but it went straight past me. This is the second time that's happened.

3/23/2024: Question: Will there be bus service from Richardson Flat Road and Park City Heights after 3/30/24? If so what is the expected line (Silver?) and schedule (X Min intervals)?

3/31/2024: The Brown and Grey Express routes to the ski resorts is the best thing going! I do not even attempt to drive into town to go skiing any more. I live in the Trailside area and I get in my car and am at the lift in 30 minutes, about the same if I were to drive and park at the resort. It appears this service was well used as people found out about it. I for one hope this service continues as is, 20 minute intervals is plenty (for now) and the direct route is definitely a motivator to keep riding these buses. I hope the decision is made to keep these buses going. Thank you, and all the drivers were great!!!

EXHIBIT B – Park and Ride Occupancy Comparison

600 Stalls Available



Key Points:

Over 12,000 Cars taken off Old Town roads in 2024 season
A 211% Increase in overall use from 2022/2023 Season (4,000 to 12,000)
These comparisons suggest dynamic transportation management drives modal choice changes

EXHIBIT C-3: 2023/24 Winter Route Reliability

On-Time Performance By Route - Winter 23/24

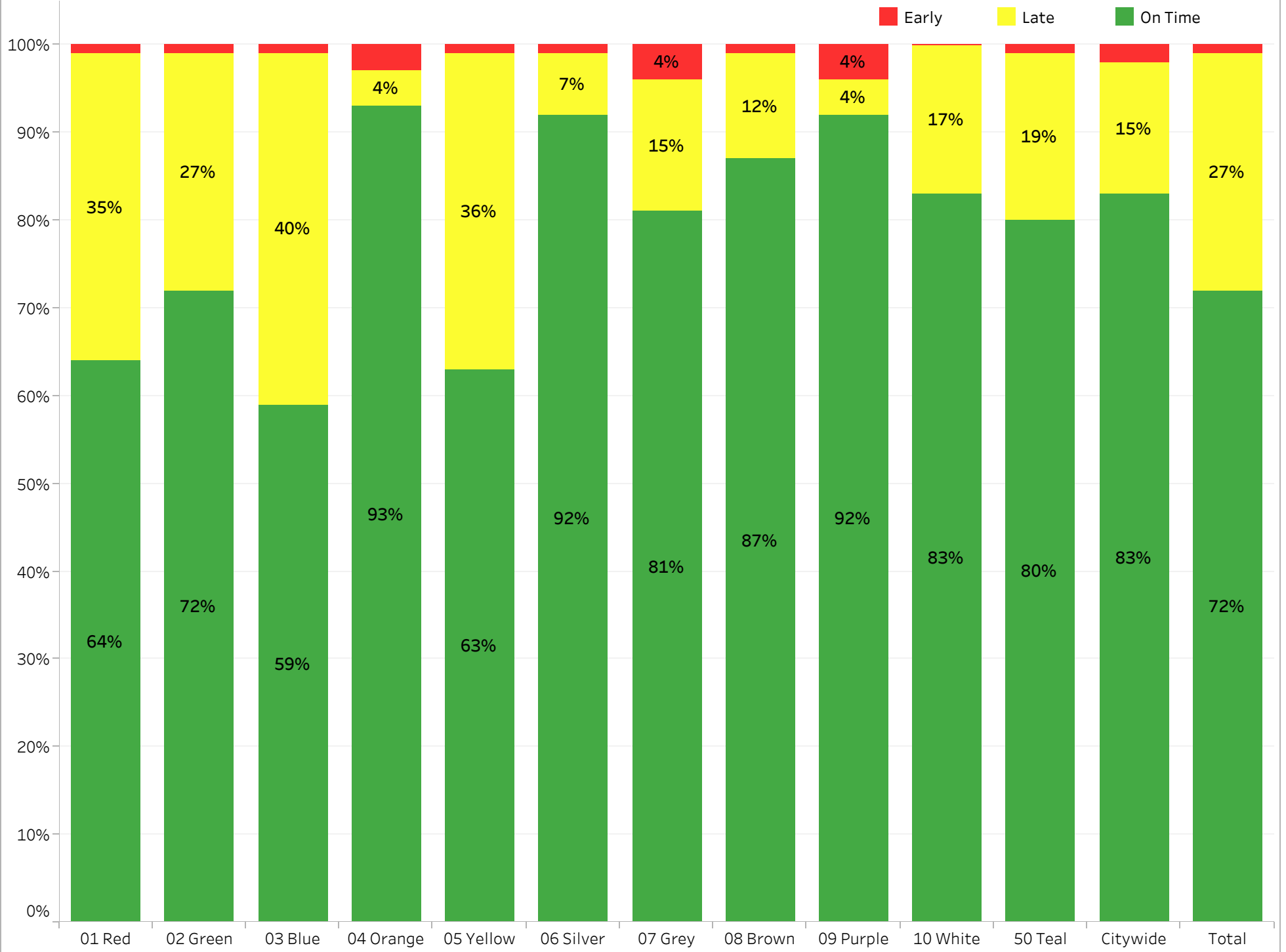
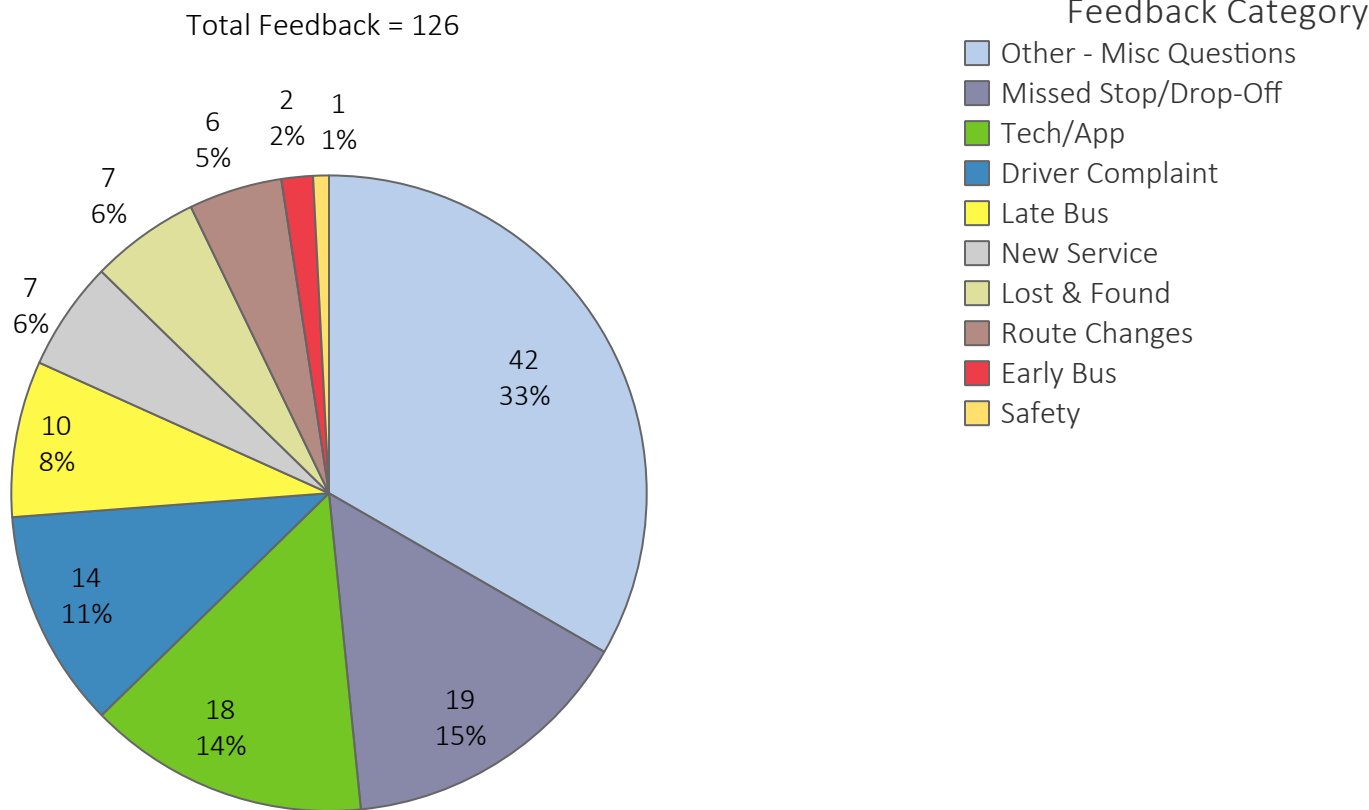
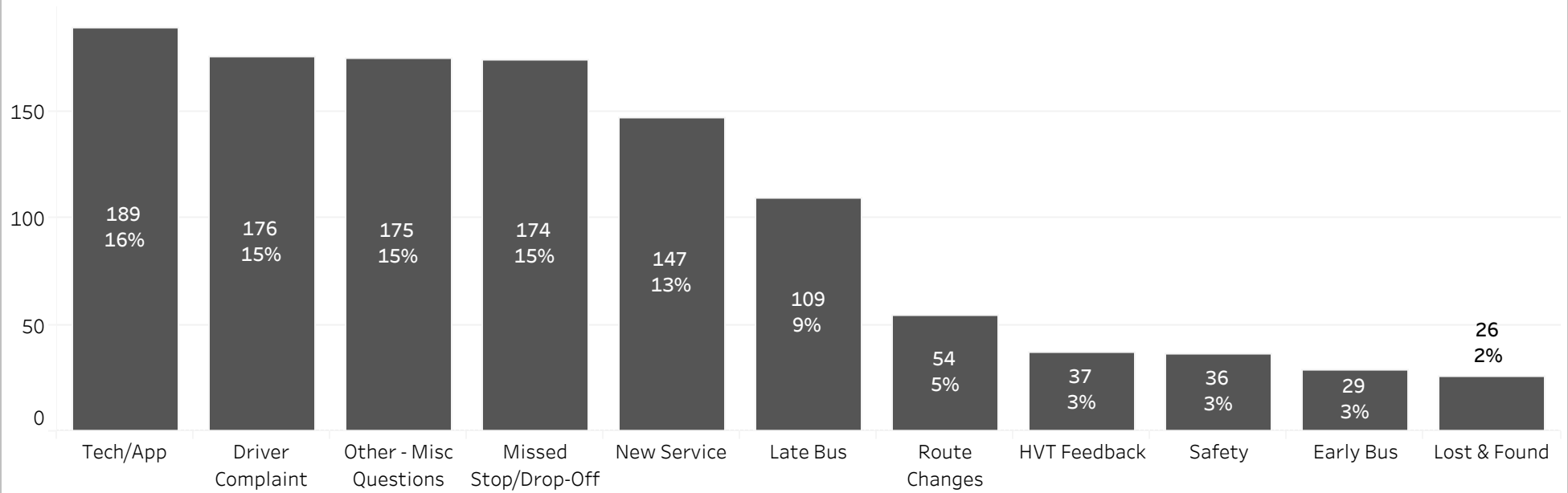


EXHIBIT C-4: 2023/24 Winter Customer Feedback

Park City Transit - Feedback Report
(December 1, 2023 - March 31, 2024)



Park City Transit - Feedback Report
(July 1, 2018 - March 31, 2024)



Operator Compliments

12/14/2023: Amazing driver! help me find where my stop is and which bus I need to get on to get home. 10 out 10 he is so sweet and caring. Recommend him anytime

12/17/2023: Prompt, courteous, professional!

12/18/2023: The driver from trolley today Monday 18th at noon was so nice let the girls I babysit ring the trolley bell and take picture of that ! Amazing driver and amazing service

1/12/2024: The best awesome performance. Let everyone know where he was going and gave useful corect info to countless other bus. riders. I will search this driver out.

1/22/2024: I ride the bus to and from work a few times a week and have done so for years. Tonight the driver was a delight. I have had other drivers recently too that I wish I had filled this form out for. But Tonight the driver was wonderful and met with smile, answered every question bad or good with great response helping Sundancers and people get on the right bus or the quickest option. I appreciated her saying that she checking for runners as nothing worse than missing the bus as it pulls away (i have been there). Just attentive to the who was on bus. Please let her know she is doing a great job.

1/30/2024: I was riding the bus this morning, Jan 30th, at 9:28 am (blue route) from the Silver Star area to Wells Fargo drop off and back (green route). I had the same bus driver to and from.

I have been riding the bus for a few years. I wanted to reach out and say that he ride was the smoothest and safest ride I have had. I'm not saying that anyone else is bad, but he was exceptional.

Here are a few examples: A truck was on the left side of the road, and a woman was walking on the right. He came to a crawl until he passed her versus pushing through. Another time, a bike rider was in the middle of the street. He slowed down (as he should), but he pulled way back behind the bicyclist so that the rider did not feel threatened to have a huge bus behind him until the rider turned off the road, and of course, the full and complete "smooth" stops. I had a wonderful experience. I want to give a shout-out to him. Thank you!

2/4/2024: Friendly, safe driving, happily accommodated stops per passengers request. 10/10 :)

2/7/2024: Enjoyed the ride from Deer Valley to Park City transit Center. Driver drove with due regard and was very pleasant.

2/16/2024: Stopped the bus by a driveway instead of making this old guy climb over the snow bank. He double checked to make sure we were going to DV. Thank you.

2/24/2024: We had a good experience with both the bus drivers and frequencies of the routes. No issues getting around town at all. Give a thanks at the next drivers meeting from us. We rode the buses for 4 days. Thanks again. Great team

3/18/2024: I love the trolley, I'm a main street employee and the trolley is always on time. Scott, Dax, Mario and Thomas are an amazing drivers and so friendly

3/21/2024: We came to Park City without a car. We've really enjoyed using the free bus service during our visit. It's been very easy navigate and the drivers are helpful.

3/25/2024: ur whole crew has been great all weekend makes greating to and from the mountain and to and from town so easy. Thanks again for everything and cant wait to get back

EXHIBIT D-1 - Neighborhood Enforcement Metrics

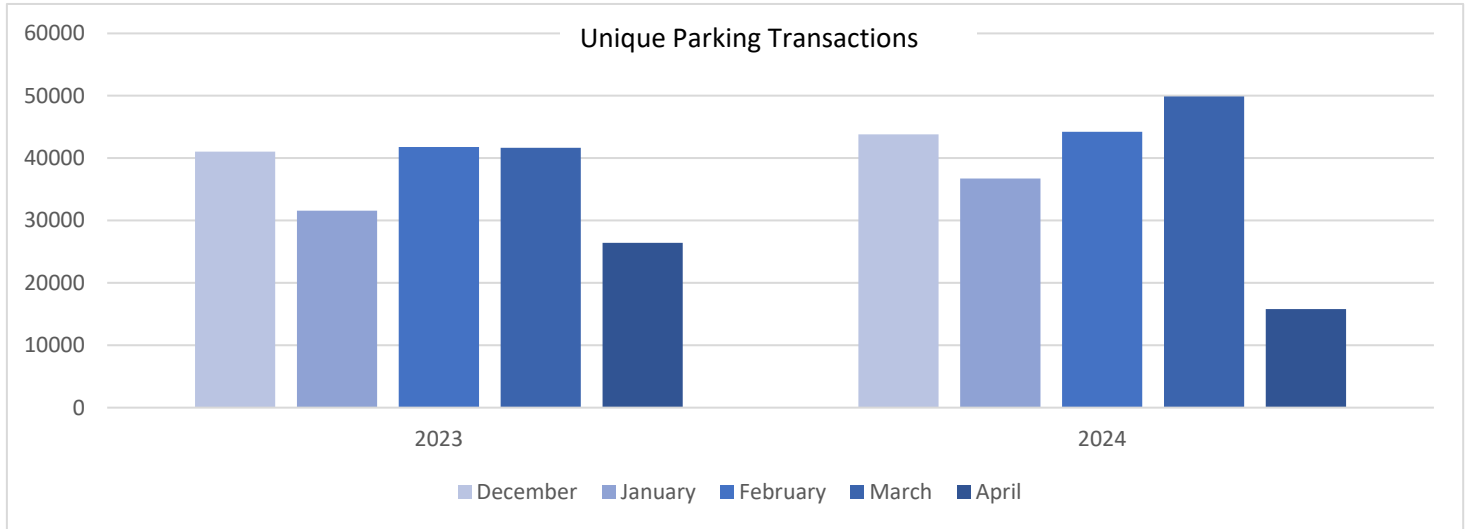


Key Points:

The initial enforcement effort informs drivers as peak season sets in, then there is observed compliance for the remainder of the season.

Overall, fewer violators compared to 2022/2023, indicating improved general compliance.

EXHIBIT D-2 – Comparative Parking Transactions and Occupancy Data



Key Points:

Parking transactions have increased by 12% overall from 2023 season to 2024 season
 April 2024 is significantly lower with the free parking availability in China Bridge beginning April 1

December-January Season Total Occupancy Averages by Hour

2022/2023	Dec	Jan	Feb	Mar	Apr	2023/2024	Dec	Jan	Feb	Mar	Apr
0	120	152	114	121	100	0	99	158	122	129	99
1	95	137	92	96	86	1	83	141	98	101	84
2	71	124	88	80	77	2	72	139	87	80	73
3	64	117	86	79	70	3	70	110	81	79	71
4	65	108	79	71	69	4	70	104	80	70	68
5	62	90	79	68	69	5	69	92	81	69	69
6	62	89	83	66	73	6	75	90	84	68	72
7	79	88	91	82	79	7	93	93	91	89	81
8	110	102	97	120	98	8	135	106	101	122	102
9	152	156	149	179	151	9	179	158	152	180	161
10	210	215	208	223	176	10	222	220	212	225	180
11	260	276	259	315	197	11	259	279	271	310	202
12	302	303	315	349	201	12	300	308	320	351	229
13	340	354	379	364	231	13	332	360	384	373	241
14	358	377	391	391	249	14	336	381	398	389	271
15	371	382	403	421	258	15	334	396	421	403	290
16	376	389	422	423	247	16	316	404	422	423	303
17	385	401	428	442	229	17	288	458	461	470	301
18	396	404	436	432	222	18	287	443	449	468	271
19	397	396	444	428	209	19	289	401	442	440	210
20	378	354	392	397	200	20	274	361	403	415	199
21	348	312	320	304	187	21	219	322	330	382	189
22	257	256	240	290	161	22	174	261	251	320	141
23	187	204	172	187	140	23	130	209	170	188	120

Key Points:

Parking transactions have increased with only minor increases to overall occupancy.
 This suggests appropriate fees and enforcement strategies to manage limited space efficiently

City Council Manager's Report



Subject: FY25 Library Board Appointments
Author: Adriane Herrick Juarez
Department: Library
Date: June 20, 2024

Summary Recommendations:

Appointment of Marissa Day and Janet Kiholm Smith to the Library Board for 3-year terms beginning July 2024. Second-term appointment of Patricia Stokes and Andrea Zavala to serve on the Library Board for three-year terms beginning July 2024.

Background:

Park City Municipal Code and Utah State Code require municipal Library Board appointments to be made effective July 1. The Library Board must have between five and nine members. All vacancies must be filled by Park City residents.

Interviews for Library Board appointments are conducted by a subcommittee and recommendations are made to the Mayor and City Council for appointments.

The Park City Library Board has four open seats. According to Library Board Bylaws, Patricia Stokes and Andrea Zavala reapplied for their seats and are each eligible to serve an additional term. The Library Board is recommending the reappointment of Patricia Stokes and Andrea Zavala for additional terms and the appointment of Marissa Day and Janet Kiholm Smith, newly applying board members, to serve beginning July 1. This will provide a total of nine board members.

In accordance with City policy, ads for the Library Board vacancies were publicly posted and applications for Board positions were available on the City & Library websites.

Analysis:

A Library Board subcommittee comprised of the City Council Liaison to the Library, the Library Board Chair, the Library Board Vice-Chair, and the Library Director interviewed the new candidates. There were three new applications and two renewal applications received before the application deadline of April 30. Based on the review of the applicants by the subcommittee, the full Park City Library Board agreed in their May 15th meeting to recommend that the Mayor and Council appoint Patricia Stokes and Andrea Zavala for additional terms, and newly appoint Marissa Day and Janet Kiholm Smith.

The attached letter (Attachment A) from the Library Board Chair, Seth Beal, describes the qualifications of the recommended candidates. Approval of the four recommended candidates will provide nine voting board members, as allowed in Library Board Bylaws.

Recommendation:

Appointment of Marissa Day and Janet Kiholm Smith, and reappointment of Patricia Stokes and Andrea Zavala to serve on the Library Board for three-year terms beginning July 2024.

Exhibit A

May 17, 2024

Mayor Nann Worel and Park City Council
Park City Municipal Corporation
Park City, UT 84060

Honorable Mayor and City Council,

After conducting interviews with the new candidates who applied, the Park City Library Board recommends the addition of Marissa Day and Janet Kiholm Smith and the reappointment of Patricia Stokes and Andrea Zavala, for 3-year terms.

Marissa Day has lived in Park City for 7 years. She runs a small consulting company that works primarily with local nonprofit arts and culture organizations. She is familiar with nonprofit operations, the community nonprofit network, and the current needs for programming and services in Park City. She has held leadership roles at The Leonardo in Salt Lake City, where she was Creative and Exhibits Director and worked closely with the Salt Lake City Library on many initiatives. She and her husband live with their two children in Old Town and plan to volunteer and engage with the town for many years to come.

Janet Kiholm Smith applied to the Library Board for a second time this year, which shows dedication after not being selected last year. She has been in Park City since 1991. She started a non-fiction book club for her neighborhood and is active in community activities, especially those related to the arts, music, and theater. She was a College Professor of Economics throughout her professional career. She has considerable non-profit board experience and experience with library management from a higher education perspective, including issues related to digital and database subscriptions.

Patricia Stokes has lived in Park City for 25 years. She has been involved in many activities including Newcomer's Club, Leadership Class 15, Ninos on Skis, and Kids Play International. She volunteers for the National Ability Center (NAC) in the Equestrian Program during the summer, is a year-round member of the NAC Program Center, and works part-time as an Adaptive ski instructor. She is proud that the Library is a safe place to go and get lost in the myriad of books.

Andrea Zavala has lived in Park City for 19 years and works part-time for the Arts Council of Park City and Summit County where she is the Director of the Latino Arts Festival. She owned two businesses in town, Heartwood Tree Service and Lola Eclectic. She and her family of five attend the Library constantly and attend most events provided by the City; she feels that they have gotten a lot from Park City and wants to pay it forward by serving the community. She is tri-lingual and offers a voice for the Latino Community.

The Library Board appreciates your consideration of these applicants to the Park City Library Board.

Sincerely,

Seth Beal
FY24 Library Board Chair



City Council Staff Report

Subject: PC Tots Annual Check-In
Author: Jodie Peatross
Department: Library
Date: June 20, 2024

Executive Summary

Review an update regarding PC Tots, which is required annually as part of the [Property Lease between the Park City Municipal Corporation \(PCMC\) and PC Tots at the Park City Library](#).

Background

There is an extensive background on the importance [of affordable and available childcare](#) in Park City.

In [May 2023](#), Park City Cooperative Preschool, a long-standing childcare provider who previously held a property lease at the Park City Library, decided to close its doors after thirty years.

In June 2023, PCMC issued an [RFP](#) seeking a new year-round early childcare facility at the Park City Library and the City Council prioritized the following:

1. Childcare for ages 0 to 3
2. All-day, year-round care
3. PCMC Employees
4. Park City Residents
5. Park City Workforce
6. Competitive tuition rates and salary scale with acceptance of DWS payments and available scholarship programs.

In [September 2023](#), PC Tots was selected as the provider due to their strong alignment with City Council's prioritization and ability to offer all-day, year-round early childcare services. They were also the only respondent able to increase infant care at other locations to support the preschool openings at the Library Center.

Progress Overview and Highlights

To prepare the PC Tots Library location, PCMC made several updates to the courtyard to meet licensing and safety standards. Additionally, PC Tots held a special story time with the Mayor, City Council, and Library Director. PC Tots officially opened on February 5, 2024, and co-hosted a ribbon cutting with more than 100 attendees on February 6, 2024.

Partnerships have been a theme this year for PCMC and PC Tots. In addition to the long-term Facility Lease with PCMC, since opening, PC Tots has:

- Received the Employer Childcare Startup Grant, distributed by the Children's Society of Utah.
 - This grant provided new furnishings for the indoor and outdoor classrooms, including a shed in the courtyard to store the outdoor classroom furnishings.
- Partnered with PC EATS to cultivate and harvest the garden area and offer healthy classroom cooking opportunities.
- Continued to explore collaborations with other non-profits to add more educational experiences for students.

Library Center

PC Tots offers \$14,200 in monthly scholarships for eligible students registered at the Library Center. Currently, 20 students, ages three to five, are enrolled in the Library Center.

- Two students are PCMC employees.
- Five students are Park City (84060) residents.
- Nine students are from the Park City (84060) workforce.
- Four students are from nearby zip codes and their parents work outside the 84060 zip code.

From PC Tots' Perspective

The feedback has been overwhelmingly positive. Local parents and community members find the space a high-quality learning environment. Community members remark on how nice it is to have PC Tots at the Library Center as part of the building's educational traditions. PC Tots will graduate their rising kindergarteners in the next few months and uplevel some younger children in preschool classrooms. They encourage families seeking early education and care to join their waitlist, as they will start new enrollment in the coming months.

The Park City Library will work with the Human Resources department to send additional reminders to City employees seeking childcare opportunities. The Park City Library is thrilled to have PC Tots in the building, as PCMC, Park City Library, and PC Tots share the value of lifelong learning and growth.

Funds

In 2023, the City Council conducted a fair market value study and provided a significant rent subsidy for the Park City Center location. The minimal annual rent will increase by five percent on July 1 to \$126. Any rent collected goes into the General Fund.



City Council Staff Communications Report

Subject: City Park Tennis and Pickleball Courts Summer Operational Plan

Author: Cole Johnston, Racquet Sports Division Manager

Department: Recreation

Date: June 20, 2024

City Park

At the north end of City Park, the city has three tennis and six pickleball courts that are available for free public play. In 2020, the Recreation Department proactively painted pickleball lines to continue to try to accommodate more pickleball opportunities.

We have always operated these courts on a first come, first-served basis. There is currently signage posted that states play should be limited to one hour should another party be waiting to play. We have heard feedback from both tennis and pickleball players that they would like greater predictability regarding court availability for their preferred sport. This report identifies a more predictable court availability system than a first-come, first-served.

Court Management Plan

The Recreation Department has implemented a court management plan to balance the prioritization of each sport on alternating days. For example, Tennis and Pickleball will each take priority on select days of the month, determined by whether the day is odd or even. This information will be posted on the court signage.

- **Odd Days:** Pickleball will take priority of the courts from 8:00 a.m.-12:00 p.m.
- **Even Days:** Tennis will take priority of the courts from 8:00 a.m.-12:00 p.m.

However, if there is a vacant tennis or pickleball court during this time, either sport is welcome to walk on and use the court. The user will need to yield to the scheduled sport as noted on the new signage.

Outside of the hours of 8:00 am-12:00 pm, the courts will continue to be used on a first come, first served basis. Court time is limited to 1 hour should someone be waiting to use the courts.

This approach to managing the courts will allow players of both sports to plan ahead with the understanding that their sport takes priority between 8 a.m. – 12 p.m. on an odd or even day.

This plan was presented to the Recreation Advisory Board on Tuesday, May 14th. The RAB was supportive of the operational plan.

The Recreation Department also operates Tennis and Pickleball youth programming on the City Park courts, taking priority during scheduled days and times. And Park City Recreation's summer tennis camp has priority of one tennis court from 9:00 a.m.-10:00 a.m. during the following weeks:

- June 17-20
- June 24-27
- July 8-11
- July 15-18
- July 29- August 1
- August 5-8

Park City Recreation's summer pickleball camp will have priority of two pickleball courts (1 tennis court) from 11:00 a.m.-12:00 p.m. during the following days:

- June 17-20
- July 8-11
- Aug 5-8



City Council Staff Communications Report

Subject: City Manager and City Attorney Review SOP

Author: Sarah Mangano

Department: Human Resources

Date: June 20, 2024

Summary: On March 1, 2024, the City Council requested information on the annual performance review process for the City Manager (CM) and the City Attorney (CA). On April 24, 2024, staff returned to City Council for an update on the requested information. On June 6, Council requested edits. This report provides the Standard Operating Procedures (SOP) for the CM/CA Review Process.

Exhibit A: SOP for CM/CA Review

Park City Municipal Corporation - Appointed Review Process

Page 1 / 1

Written by: S. MANGANO

Approved by:

Issue No.	Date	Modifications
01	May 16, 2024	

The annual performance review process is an opportunity for the Mayor and City Council to provide feedback regarding appointed employees' (City Manager and City Attorney) performance and to set expectations and give direction.

SELF-EVALUATIONS:

Within two weeks of the close of the fiscal year, the City Manager and City Attorney (CM/CA) will receive a self-review form from the HR Department to evaluate themselves and provide relevant information about their accomplishments throughout the year. Each question is scored on a scale of 1-5 with 1 being the lowest and 5 being the highest. Each question also allows for comments. The CM/CA will have two weeks to complete this review.

MAYOR AND COUNCIL EVALUATION:

In August, Human Resources will forward the completed self-reviews to the Mayor and City Council. The Mayor will solicit feedback from City Council members. The Mayor will use this information along with their own experience to score and comment on the review form. This document should be returned to Human Resources within two weeks for scoring.

DELIVERY OF THE REVIEW:

The final review will be consolidated by Human Resources and returned to the Mayor for final review. The Mayor will provide it to the rest of the Council, and the Council may then decide to provide the review directly to the CM/CA, to request time in Closed Session to discuss as a Council, or to request time in Closed Session to provide additional details and feedback to either CM/CA.

SALARY AND BONUS:

Upon completion of the evaluation and after consultation with the Mayor, Human Resources will make a recommendation for a salary adjustment and/or bonus if appropriate. This recommendation will be shared with the Council in Closed Session no later than August. The final decision is determined by a majority of Council.

MODIFICATIONS:

Any changes to the review process or questions can be initiated by the Mayor. Changes should occur between March 1 - June 30, for the following fiscal year evaluation.

City Council Staff Communications Report



Subject: Summit County and Park City Regional Park and Ride Study
Author: Alex Roy, Assistant Transportation Planning Manager
Department: Transportation Planning
Date: June 20, 2024

Summary

This Staff Communication Report presents the initial results of the Summit County and Park City Regional Park and Ride Study (Park & Ride Study) conducted jointly by the Summit County and Park City Transportation Planning Departments. The study assesses the feasibility and potential benefits of implementing park and ride facilities within Summit County / Park City and beyond.

Importantly and for several years, Park City Municipal has contemplated a regionally significant park and ride facility in the vicinity of the Quinn's Junction area as a means to reduce inbound / outbound traffic and congestion and provide a viable transit-first alternative to visitors, employees, and other seeking access to Park City during busy periods.

Background

Park and ride facilities are designed to reduce traffic congestion, promote sustainable transportation options, accommodate peak seasonal conditions, and enhance overall mobility for commuters. By providing designated parking areas near easily accessible public transit hubs, park and ride facilities encourage individuals to park their vehicles outside of the gateway corridors / congested areas and use public transportation or carpool to their destination.

The Park & Ride Study advances the City's transportation guiding principles of building a **Park Once** community, collaborating with regional partners on long-range transportation solutions, identifying, managing, and mitigating traffic during peak conditions, and developing and improving the internal Park City and regional transit systems.

Together, Summit County and Park City have developed several small to medium park and ride locations with limited amenities, including Richardson Flat parking lot, Ecker Hill and Jeremy Ranch parking lots. More recently, the City has focused its evaluation on locations just outside or at its boundaries to expand the parking supply outside the City's core, including several viable sites within the vicinity of the Quinns Junction area.

The project is funded by a UDOT planning grant that Summit County administers, and the City is a contributing financial partner through the third-quarter Summit County Sales Tax grant.

Methodology

The Park & Ride Study was started in December 2023 and included:

- **Data Collection:** Gathered information on existing use at parking lots and traffic flow. (Exhibit A: Data Collection Summary)
- **Stakeholder Consultation and Public Outreach:** Engaged with stakeholders, including County/City representatives, transit agencies/departments, local businesses, and community organizations, to gather input. Conducted a public survey gathering over 1,100 responses. (Exhibit B: Stakeholder and Public Outreach Summary)

Expansion & Consolidation Alternatives

Three park and ride expansion and consolidation alternatives were considered to help identify what park and ride scenario would best achieve Summit County/Park City's desired outcomes.

System Alternative	Description	Pros	Cons
Distributed System (Aspen / Roaring Fork)	Multiple small/medium park and ride lots are located along an entry corridor(s)	Lots closer to origins, smaller lots may be less impactful	Harder to serve with transit, more land acquisition
Consolidated System (Jackson)	Fewer and larger lots at key gateway locations and/or along entry corridor(s)	Easier to serve with transit, maintenance /security simpler, ability to provide additional rider amenities	Could be farther from origin, larger lots can have more dead space during low visitation time-periods/visual impacts
Hybrid System	Characteristics of both distributed and consolidated systems, but with fewer parking lots than a distributed system and smaller parking lots than a larger consolidated system might otherwise provide.		

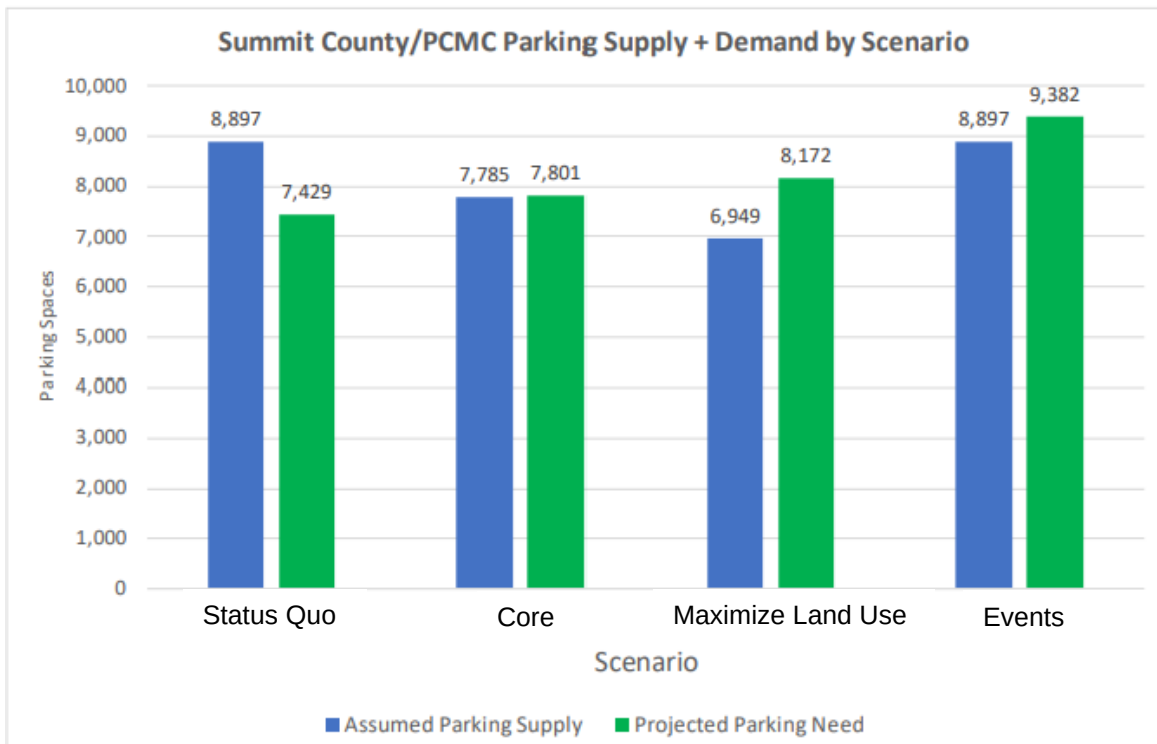
After study and analysis, we recommend the City Council consider supporting a Hybrid System to expand and consolidate park and rides in the Greater Park City area. Importantly, this approach requires larger vehicle and transit intercept lots in the Kimball Junction and Quinns Junction areas (Exhibit C: Park and Ride Hybrid Approach) supported by a small number of local park and ride lots (Jeremy Ranch) and peak day / overflow lots (Richardson Flat and Ecker Hill).

This approach provides three critical factors to create successful and integrated outcomes for park-and-ride usage in Greater Park City: capturing travelers from Salt Lake County and Wasatch/Utah Counties, accommodating the typical travel patterns and peak travel/event periods, and taking advantage of existing parking lots and property ownership to deliver projects in the near term.

Demand Analysis

The Park & Ride Study evaluated four different demand projection scenarios to develop a range of parking supply and park and ride space demand assumptions. Each scenario is based on different land use, ownership, and development assumptions and trends. The parking supply and project parking needs analysis includes park and ride lots, large in-town lots, and ski resort lots.

Scenario	Description
Status Quo	Projected increase in regional growth with minimal park and ride improvements/expansion. This projection results in the highest assumed parking supply and the lowest projected parking need. This scenario results in the existing park and ride supply meeting projected demand.
Core	Projected increase in regional growth with minor park and ride increases and a decrease in ski lot capacity. This projection results in a medium amount of assumed parking supply and a low amount of projected parking need. This scenario results in the park and ride supply slightly not meeting projected demand.
Maximize Land Use	Projected increase in regional growth with significant park and ride improvements, a reduction in parking provided at Richardson Flat allowing for other uses/storage, and reduced parking in several key Park City destinations. This projection results in the lowest assumed parking supply and a high projected parking need. This scenario results in the park and ride supply failing to meet projected demand.
Event	A higher increase in projected regional growth and more aggressive park and ride expansion to handle large events (potential Olympics). This projection results in the highest assumed parking supply and the highest projected parking need. This scenario results in the park and ride supply failing to meet projected demand by a moderate amount.



Conclusion

The Park & Ride Study provided key takeaways including insights into existing conditions, community desires, expansion and consolidation alternatives, and potential benefits of implementing park and ride facilities in the Greater Park City area.

Exhibits

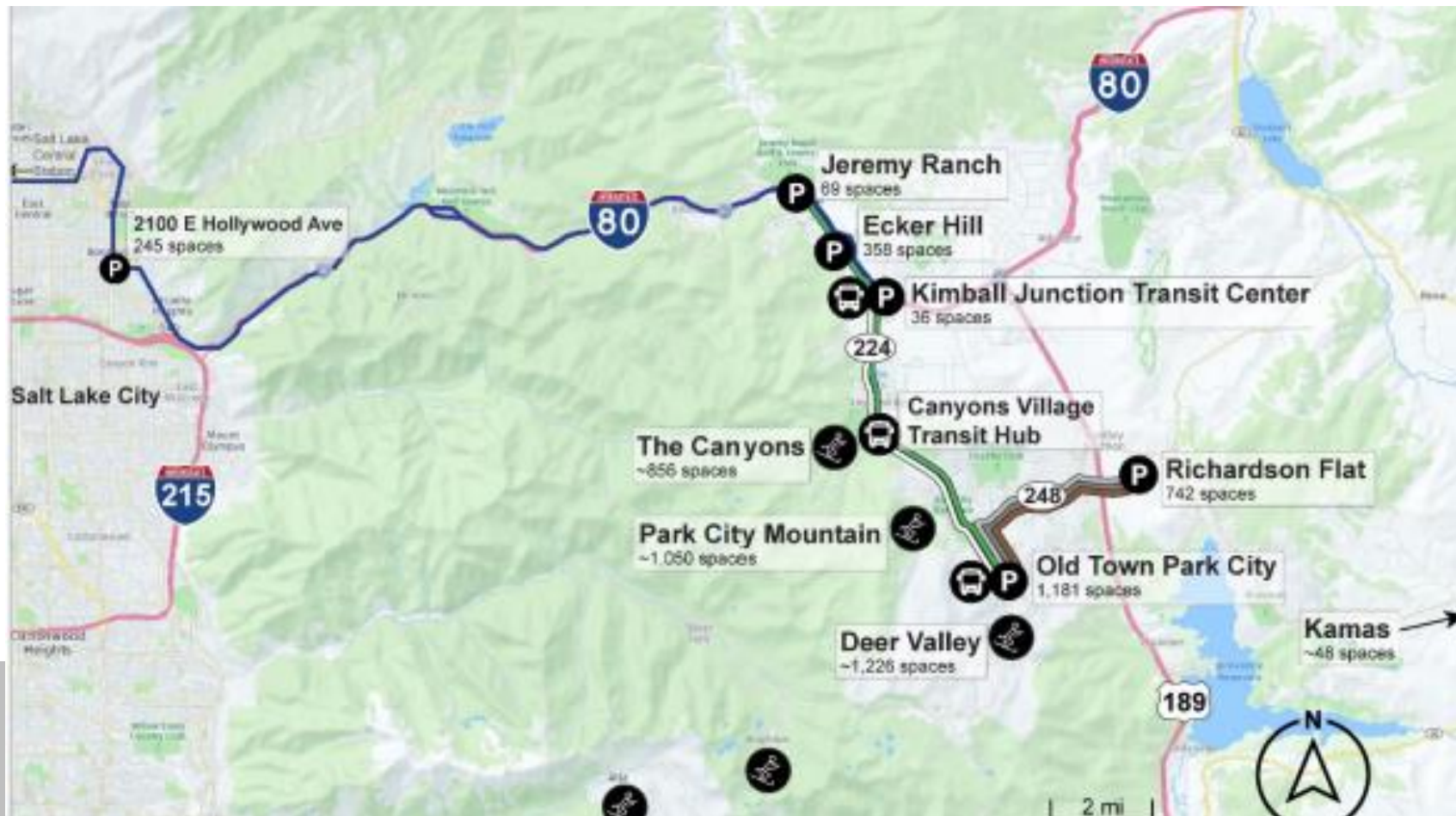
Exhibit A: Data Collection Summary

Exhibit B: Stakeholder and Public Outreach Summary

Exhibit C: Park and Ride Hybrid Approach

Park & Ride Study

Existing Park and Ride Locations

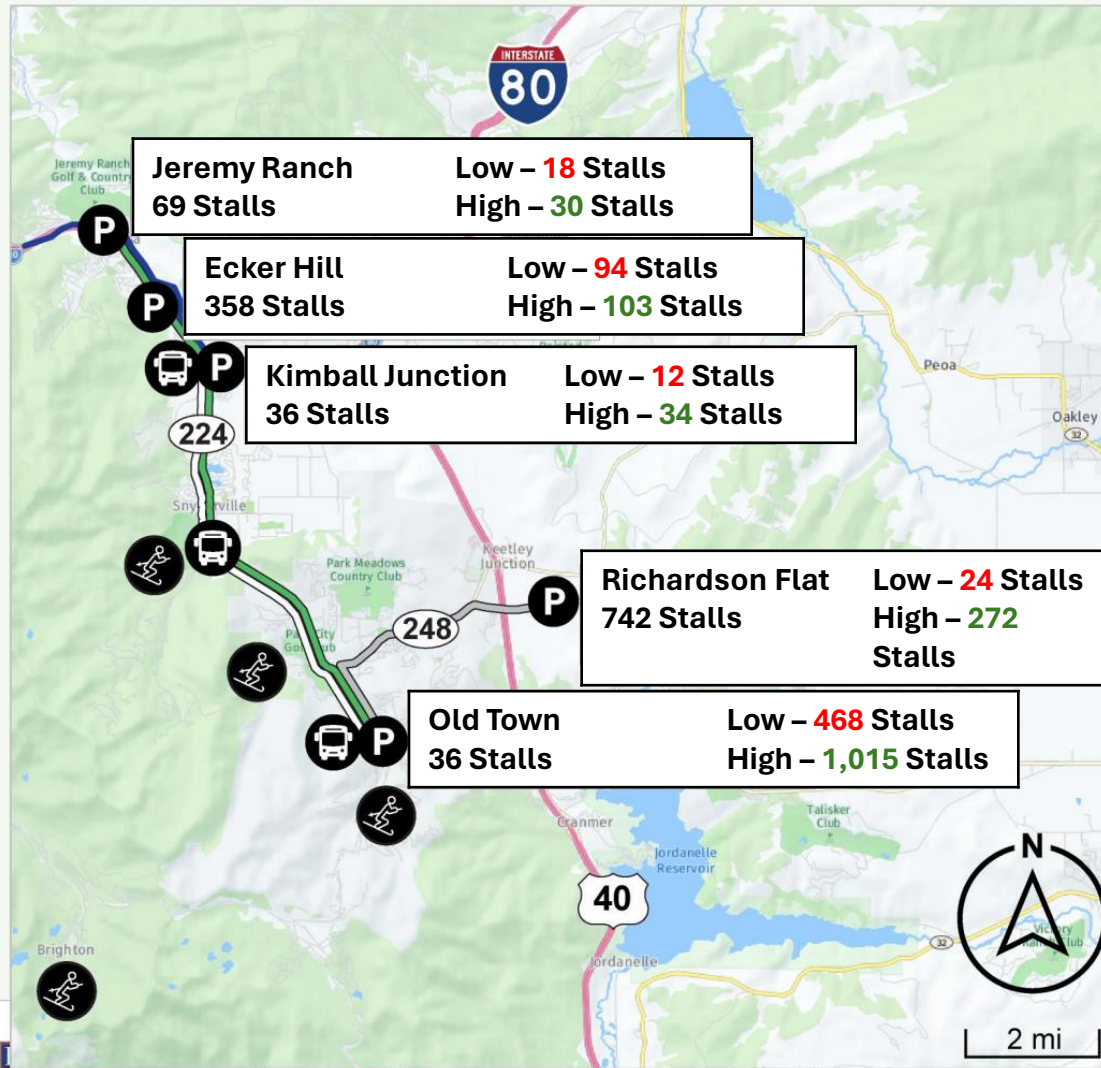


Park & Ride Study



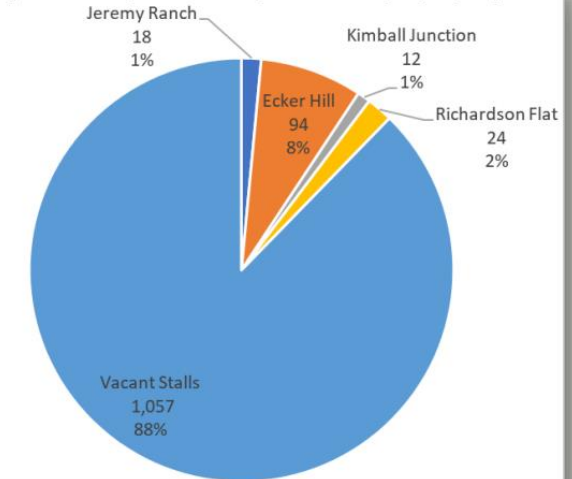
**Observed
Daytime
Peak
Parking
Utilization**

Individual PnRs + Old Town

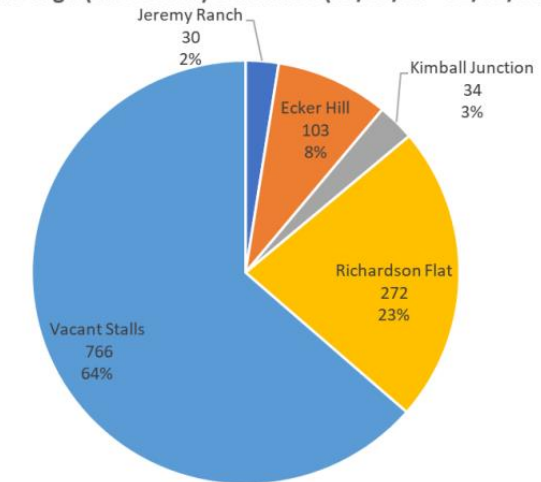


System-wide

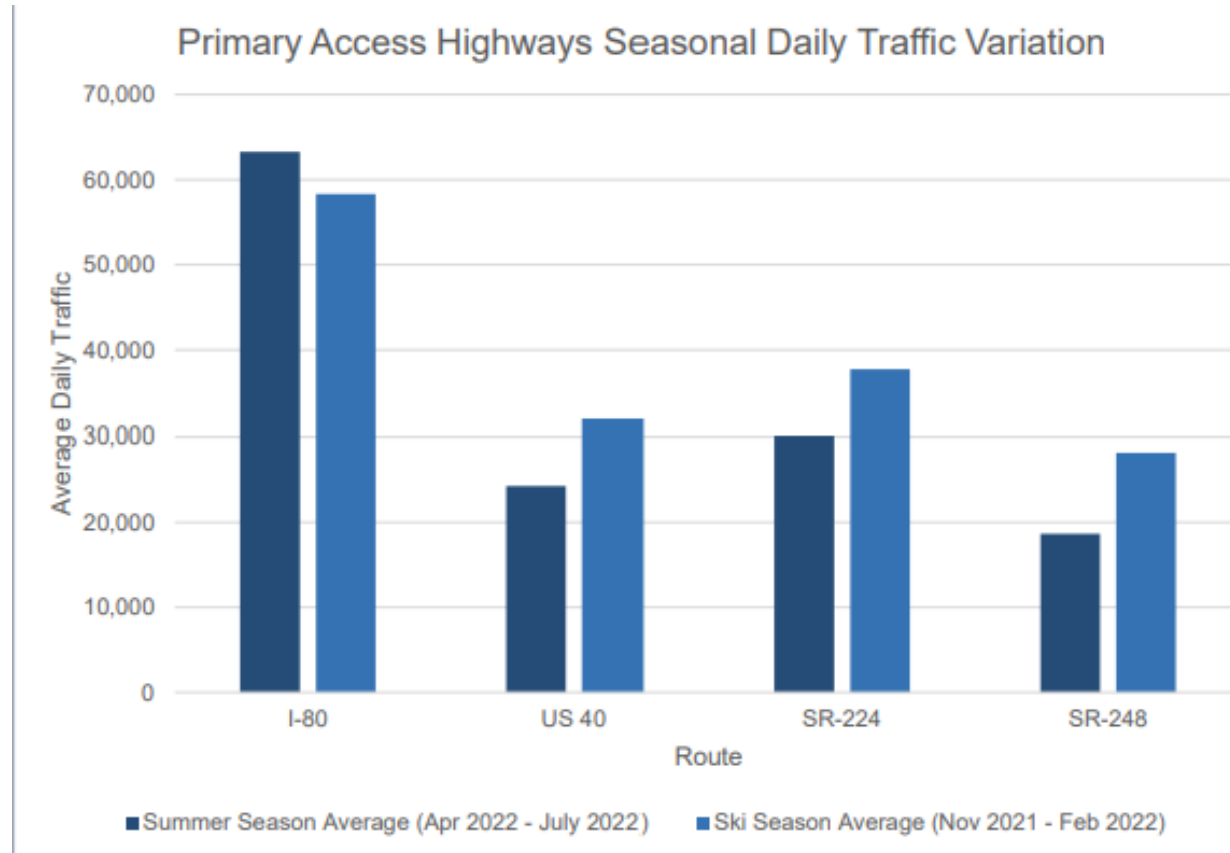
Daytime Low (Off-Season) Utilization (11/16/23)



Daytime High (Ski Season) Utilization (01/11/24 - 01/13/24)



Park & Ride Study



Park & Ride Study

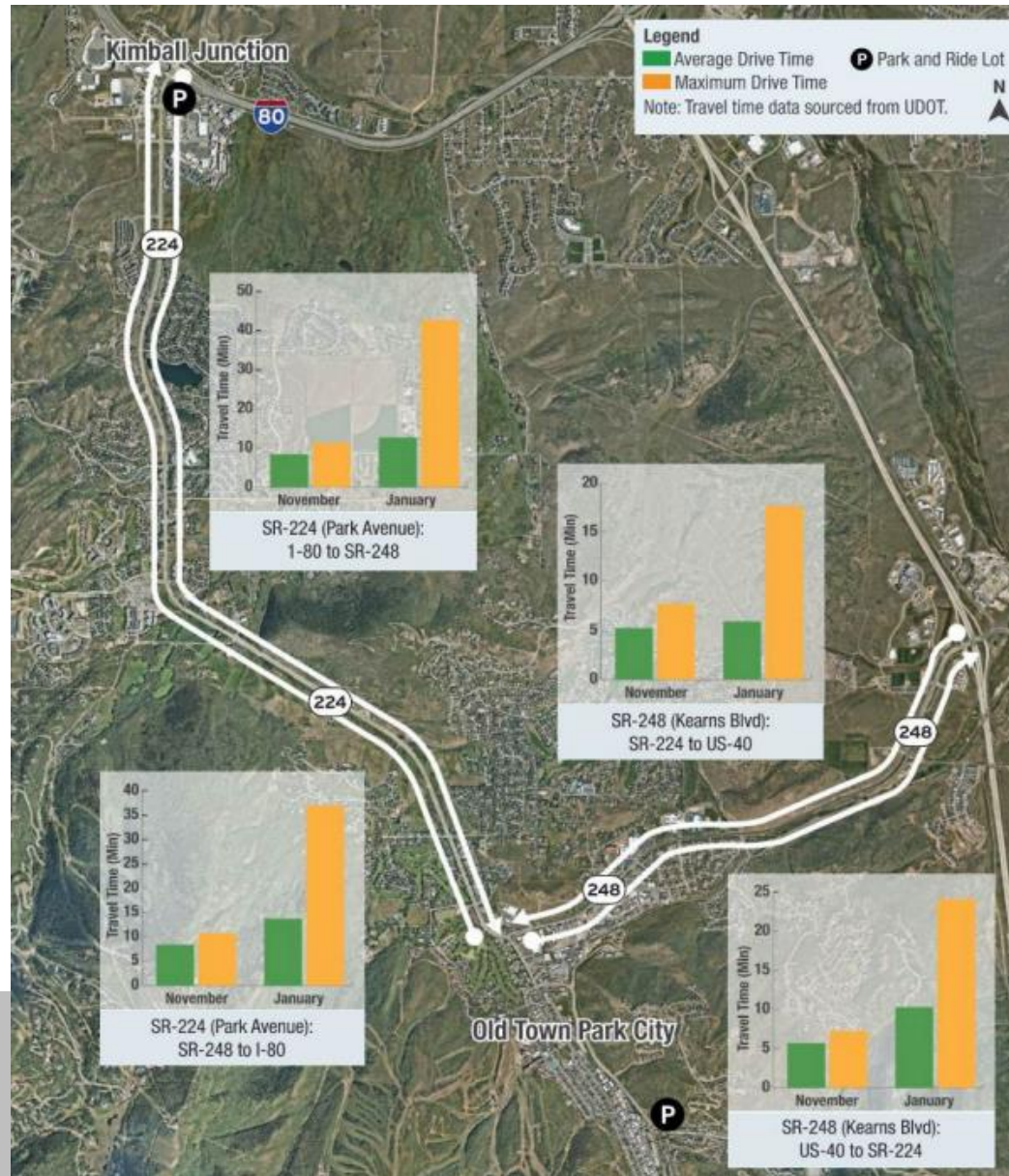


Exhibit B: Stakeholder and Public Outreach Summary

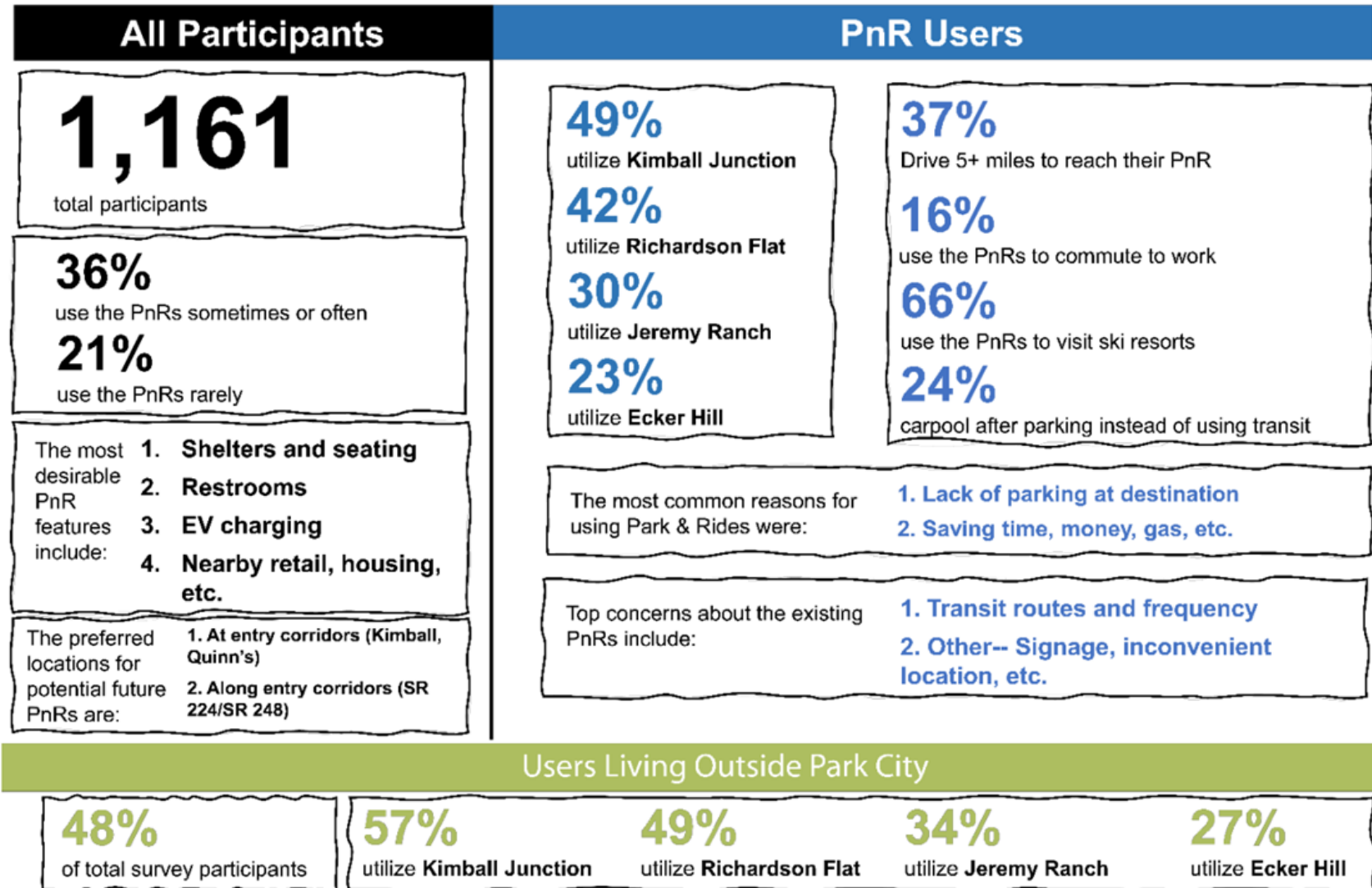
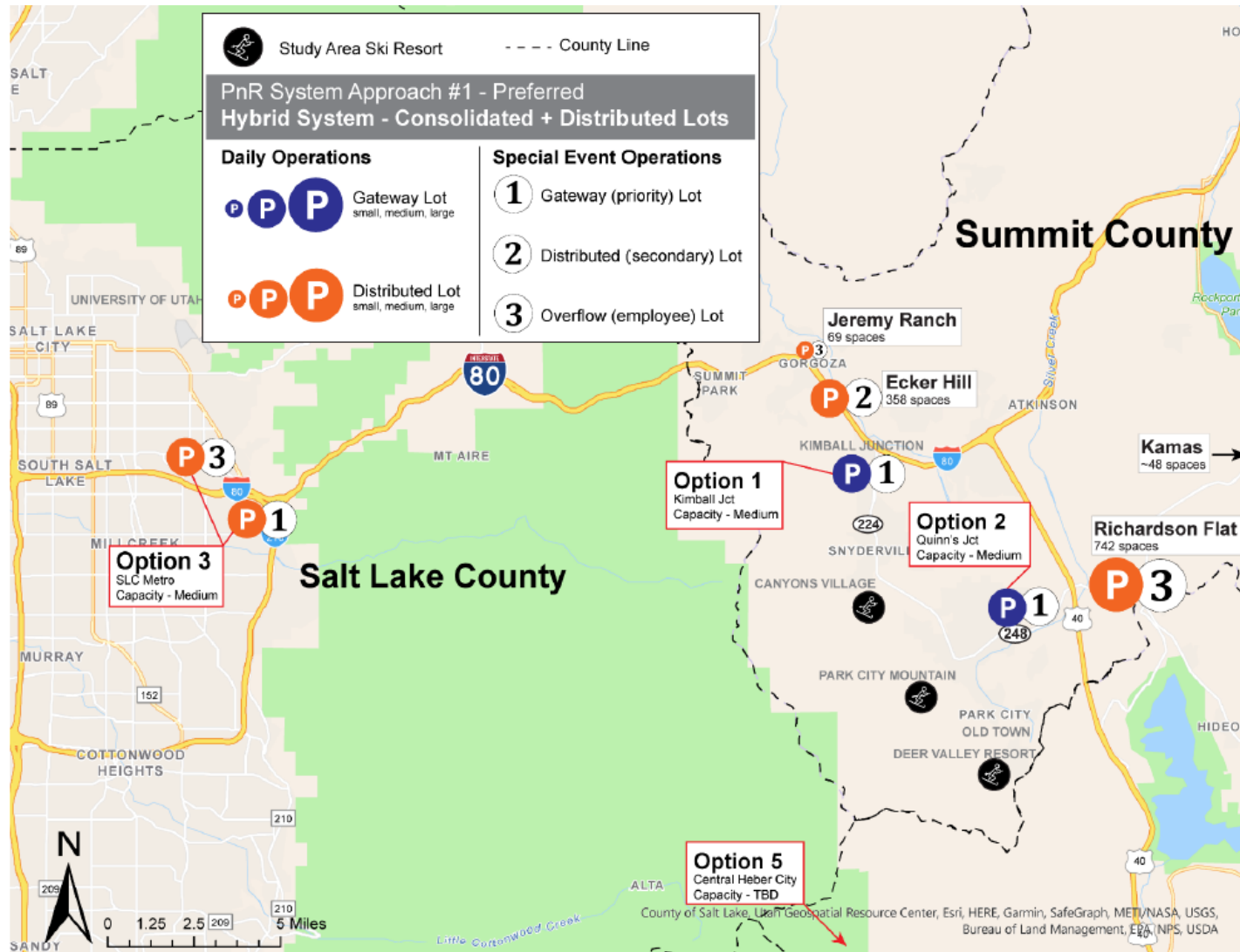


Exhibit C: Exhibit C: Park and Ride Hybrid Approach





City Council Staff Communication

Subject: Bonanza 5-Acre Site Special Meeting (June 5-6, 2024) Recap
Author: Matthew Dias, City Manager
Departments: Executive
Date: June 20, 2024

Background

Pursuant to Council direction, a Special City Council Meeting was held on June 5 and a Work Session during a regular City Council Meeting on June 6 focused solely on preparing a Bonanza 5-acre Request for Proposals (RFP).

A Request for Statements of Qualifications (RSOQ) was already published the week of May 27, 2024, to pre-qualify development teams interested in helping the City create and implement the community's development goals. While the RSOQ is in progress, the consulting team for the 5-acre Feasibility Study (www.bonanzapark.com) requires City Council policy direction to conclude and finalize the community engagement process and study elements to formalize a quality RFP.

The following is a summary of the key discussion points and action items:

Summary

Key Participants:

- Matt Wetli and Justin Carney (Meeting facilitators)
- City Council

Main Discussion Points:

The discussion began with an overview from Development Strategies about the importance of crafting an RFP with enough direction to illicit interest and proposals from quality developers. They highlighted the potential to release an RFP with key parameters already outlined/decided is a more predictable way to obtain quality proposals and quality development teams. Otherwise, there are pitfalls of engaging less qualified teams who will over-promise and under-deliver.

Development Strategies recommended making several hard decisions before the RFP is drafted will save time overall and lead to better outcomes and a higher predictability for success.

- **Parking:**

- City Council Consensus: Underground parking is preferred, yet open to explore creative solutions such as off-site parking and creative above-ground structures.
- The Council is willing to contribute to the cost of underground parking in exchange for community benefit.
- The Council is willing to consider and interested in parking reduction strategies.
- Transit, bike, and pedestrian accessibility and integration remain a high priority.
- **Kimball Building:**
 - The Council is willing to consider a stand-alone building with a mix of uses to meet Kimball's operational and design needs.
 - The Council supports development teams working with the Kimball on overall site integration.
 - The Council prefers that the location and size are determined collaboratively, with a focus on functionality and overall integration.
- **Housing:**
 - The Council prefers affordable rental housing with a target range at 50% AMI (minimum) to market rate, with even distributions as possible.
 - The Council is willing to contribute to lower the affordability gap.
 - The Council prefers a focus on workforce housing (closer to 60% AMI).
 - The Council prefers rental units only, and limited or no for-sale units, if possible.
- **Commercial Uses:**
 - The Council prefers a mix of market-rate, mid-level, and local (may subsidize) retail spaces on the ground floor to ensure a vibrant and activated local village feel.
 - The Council prefers smaller spaces or shared spaces are encouraged to attract local and small businesses.
 - The Council is likely to apply a commercial/chain LMC provision where possible.
 - The Council did not support a small/boutique hotel.

Next Steps:

- Development Strategies (DS) will create 2-3 overall project financial scenarios.
- The scenarios will include housing affordability with different AMI targets.
- DS will refine the project vision based on Council direction and project choices made during future work sessions.
- The Council will continue negotiations with the Kimball.
- The Council prefers to continue to push toward a goal to issue an RFP (Request for Proposal) in August 2024.

Action Items:

- Build consensus on project parameters for the draft RFP with key considerations from the Council meeting.
- Continue negotiation with the Kimball (ground lease, location, etc.).

Additional Notes:

- The importance of collaboration between the developer, the City, and Kimball was emphasized throughout the Council meeting.
- The need for clear communication and setting expectations in the RFP was highlighted to obtain a quality developer and partner.
- There is a desire to balance achieving community goals with financial feasibility and concern about the public subsidy that may be required.
- A willingness to assess/reduce project costs (once estimates are provided) to bring down public subsidies or provide more flexible land use choices for the private development partner.
- Both entities are optimistic about the ability to produce a quality RFP.

Summary of Special Meeting Notes: June 6, 2024

Key Participants: Same as the June 5th meeting, plus Matt Dias, City Manager

Main Discussion Points:

- **City Hall Inclusion:** The possibility of including a new City Hall in the project was discussed, but ultimately, not supported due to overall project timing, costs, and other site-related impacts. A majority of the Council continues to support a City Hall location policy discussion, but not at this location.
- **City Ownership of assets:** DS recommended a long-term ground lease with the developer owning the vertical assets. This is a model recommendation to their

municipal clients. The Council agreed to favor a long-term ground lease model over land sale.

- **RFP Timeline:** Concerns about the July 31st deadline for RFP inputs were raised. The Council requested more time to review financial scenarios before finalizing RFP details.
 - A Special Meeting is scheduled for June 28, 2024, to coincide with a regular meeting on June 27, 2024, to provide additional time to balance the needs of reviewing financial scenarios with DS and still conduct regular meeting business.
 - During the regularly scheduled Council meeting on June 27, 2024, discussions on the draft Small Area Plan and 5-acre site scenarios will occur.
 - Standard agenda items will move to the special meeting on June 28, 2024.

Action Items:

- The DS team will create 3-6 financial scenarios for the overall project, including housing affordability with different AMI targets, revenue potential, and potential funding gaps.
- They will present the scenarios to the Council in 10-15 slides.
- The council will determine its level of support for project scenarios and define appropriate levels of community benefit and financial subsidy parameters for the RFP.

Additional Notes:

- The importance of open communication and setting expectations for the RFP was reemphasized.
- Balancing community goals with financial feasibility remains a key consideration.
- The Council wants to understand the impact of different development levers (e.g., parking options, retail mix, housing) on the financial gap before finalizing the RFP.

Next Steps:

- Finalize and present financial scenarios in a work session to the Council on June 27th.
- Due to the accelerated timeline, information is unlikely to be available before the Council meeting for review.



PARK CITY COUNCIL MEETING MINUTES - DRAFT

**445 MARSAC AVENUE
PARK CITY, UTAH 84060**

May 23, 2024

The Council of Park City, Summit County, Utah, met in open meeting on May 23, 2024, at 2:30 p.m. in the City Council Chambers.

Council Member Toly moved to close the meeting to discuss property at 2:30 p.m. Council Member Ciraco seconded the motion.

RESULT: APPROVED

AYES: Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

CLOSED SESSION

Council Member Dickey moved to adjourn from Closed Meeting at 3:50 p.m. Council Member Toly seconded the motion.

RESULT: APPROVED

AYES: Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

WORK SESSION

Public Service Contract Recommendations:

Hans Jasperson, Budget Analyst, reviewed the City partnered with several nonprofit organizations for a variety of reasons. Service contracts were awarded to them historically to help with services the City could not provide. He reviewed the process and criteria for the non-profits as they applied for service contracts. He indicated his team wanted to make the selection process straightforward and transparent, identify nonprofit services for which there was a demonstrated need that aligned with the Council goals, identify services best obtained through the City's normal procurement process, and make the process more responsive to emerging community needs.

Jasperson displayed a list of services that aligned with the Council's goals and asked if they all met the standard of a community need. He explained contracts could go in one of three categories: a professional service agreement, a public service contract, or an emergent community needs grant. Council Member Rubell asked what the relevance was of a professional service agreement (PSA) for nonprofits. Jasperson stated in the past, many of the nonprofits were competing for special service contracts. The

1 relevance of them being a non-profit was not necessary, but historically those were the
2 entities that applied to fill the service. It was indicated a PSA did not have to be with a
3 non-profit but the other two categories required a non-profit. Council Member Parigian
4 asked how it was determined what contracts should be issued as PSAs and what
5 contracts should be issued as public service contracts. Jasperson stated they filled a
6 service need that City departments could not provide.

7
8 Jasperson recommended identifying the services and process and then identifying who
9 the contracts went to. He proposed establishing a public contracts committee,
10 comprised of members in the community who had experience in the nonprofit sector
11 and who didn't have conflicts of interest, in order to make the process open and
12 transparent. If the Council agreed, they could post a notice for applicants and have the
13 committee ready to meet by this fall. He reviewed a proposed budget of \$620,000 for
14 FY26.

15
16 Council Member Rubell asked if an entity could have a fiscal sponsorship from a
17 nonprofit to which Jasperson affirmed. Council Member Rubell asked how the
18 categories applied to the Council's goals set earlier this year. Jasperson indicated
19 housing and neighborhood issues were goals and they wanted to make sure they were
20 represented in the categories. Council Member Toly noted the priorities changed with
21 each new Council so she felt the categories should be flexible to change with Council
22 priorities. Council Member Rubell stated the contracts should change as the Council
23 goals changed. He thought this should follow the strategy defined last February and
24 thought the requests should be weighted according to the priorities. Jasperson clarified
25 the Council's top priorities should be mapped and the services should change according
26 to the priorities.

27
28 Council Member Rubell indicated the Council didn't have a wholistic view of what
29 service was being provided as they approved awards. Jasperson stated that could be
30 built into the process. Council Member Rubell asked if there was a recommendation for
31 the committee makeup and the extent of Council involvement. Jasperson indicated they
32 envisioned having a non-voting Council liaison and a non-voting staff member. Council
33 Member Rubell did not want to have Council liaisons and requested that this committee
34 be independent. The recommendations would come to the Council for the final decision.
35 Council Member Toly was against eliminating the Council liaisons. Council Member
36 Dickey asked if the Recreation Advisory Board (RAB) committee had Council liaisons
37 and it was indicated they didn't.

38
39 Council Member Parigian asked how big the committee would be, to which Jasperson
40 stated five members. Council Member Parigian didn't think that was enough. He agreed
41 there should not be Council liaisons. Council Member Ciraco asked which scenario
42 would have purer outcomes with recommendations. Matt Dias, City Manager, stated the
43 programs provided essential services and the Council had knowledge of the critical
44 need for the non-profits, but he also saw the benefit of having an independent
45 committee. Council Member Ciraco asked if it would preclude a Council member from

1 being called in to give opinions. Dias stated if the Council did not want liaisons, then it
2 wouldn't be appropriate for Council participation. Council Member Ciraco supported
3 eliminating the Council liaisons from the committee. Council Member Toly stated she
4 had been part of this process for the last year and a half, and she didn't want to leave
5 staff to make decisions on the makeup of the committee. Dias stated this could come
6 back as a staff communication report to inform the Council on the suggested makeup of
7 the committee. Council Member Ciraco was more concerned about how the contracts
8 and grants were being chosen. Council Member Rubell stated the process to create a
9 committee was outlined and staff could come to the Council with questions, if needed.

10
11 Margaret Plane, City Attorney, stated committees were created by constitution,
12 ordinance, resolution, or rule. When it was created, Council action would be required.
13 This could be part of the budget policy as well. It would include the number of members,
14 terms of service, resident requirements, and an outline of requirements on how the
15 board would conduct their business, if the Council desired. Council Member Parigian
16 asked how the new budget was allocated between categories. Jasperson stated a lot of
17 the existing DEI services were around mental health, so when those contracts ended,
18 the money would be moved to the Public Service Contracts category. The amount for
19 Emergent Community Needs Grant was new and he felt it was a good amount to get
20 that program off the ground. Council Member Parigian supported increasing the total
21 budget to compensate for inflation. He asked if there was enough money to award if the
22 same people applied. Jasperson stated there were some organizations getting more
23 than one contract and they did not want that to continue under the new program.

24
25 Council Member Toly asked if the committee should define its own parameters.
26 Jasperson indicated a lot of work was done to get a process in place. If the Council
27 approved the board creation, they would come back with more details of the makeup
28 and less details on how it would be administered. Council Member Toly suggested
29 meeting with RAP Tax and Restaurant Tax committees to get their ideas on how those
30 committees were formed. Council Member Rubell wanted to empower staff to bring
31 back the level of detail they wanted. He didn't support copying a different program.
32 Council Member Ciraco supported the Council liaisons being available to help get the
33 committee set up. Council Member Parigian agreed. Council Member Rubell asked if
34 \$420,000 in Public Service Contracts and \$200,000 in Emergent Community Needs
35 were firm or if the committee should make the decision on how much funding should be
36 in each category. Council Member Ciraco wanted a conversation on if the entity was in
37 84060 or within the school district. He suggested having some members of the
38 committee from outside 84060.

39
40 **Discuss City-Owned Agricultural Open Space Parcels:**

41 Heinrich Deters, Trails and Open Space Manager, Cheryl Fox, Summit Land
42 Conservancy, Clint McAfee, Public Utilities Manager, and Luke Cartin, Environmental
43 Sustainability Manager, were present for this item. Deters stated the question before the
44 Council was if they wanted to continue to have agriculture on this City-owned property.
45 He reviewed the property was currently leased to provide services on the three

1 agricultural parcels. The main issue was that irrigation water needed to sustain the
2 parcels.

3
4 Fox stated Summit Land Conservancy had a management plan for the McPolin farm
5 from 1995. The citizens were clear that they wanted to see the barn and farm remain in
6 its original form. Ten years later a conservation easement was placed on the property.
7 She indicated water rights were transferred to the City when the property was
8 purchased and those were used to maintain the property. In 2018, there was a
9 fundraising campaign for the ecosystem. In 2021, there was a drought, and no watering
10 took place on the property. In 2022, there was confusion among City staff on water
11 availability for the property, but she indicated the State Engineer assured her there were
12 water rights for the property.

13
14 Cartin stated in 2018 staff wanted to get out of a reactive mindset and get into an
15 incremental improvement mindset. Many things took place on the property including
16 Nordic skiing and kids' camps, and it was a complex property. He stated many options
17 were available for it. He wanted feedback from the Council on putting some water rights
18 on the property with terms or pulling back and letting the property go fallow. Council
19 Member Dickey stated that historically lessees brought in their own water. McAfee
20 indicated water used was metered and reported to the State Engineer, but water on this
21 land was not metered or reported. He explained the water sources for different sections
22 of the property. He stated there was water on the Richards parcel that could be diverted
23 and used in the system. The other parcels downstream were fed by ditches and those
24 couldn't be actively used.

25
26 Fox stated there was water, but a change application would need to be filed if it was
27 used for something else. McAfee asserted they used the water right associated with the
28 McPolin farm for other water sources. Council Member Dickey asked if the water
29 appurtenant to the land was a water right that was owned and used by the City for
30 distribution. Luke Henry stated the water came out of the ditch and the City filed a
31 change application to use it for municipal use so it could be used anywhere in the City.

32
33 In response to Council Member Parigian's questions, Cartin stated if the City wanted to
34 fill the ditch by McPolin Barn, they would tie a paper water right to the ditch. McAfee
35 indicated any water that was diverted had to be metered. Council Member Dickey asked
36 if the potentially diverted water would be sold, so the question was an opportunity cost.
37 McAfee noted the water that fed into the Richards property could be put into the water
38 system to supplement the other sources. Council Member Parigian thought that would
39 come into play during a drought year, and stated now the water sources were in good
40 shape. McAfee stated they hadn't discussed how much water would be diverted to the
41 property, but in a drought year or emergency situations, the code had provisions for
42 water usage.

43
44 Council Member Ciraco asked if the City reassigned the water right that was attached to
45 the McPolin farm. McAfee stated a change application was filed for many smaller water

1 rights and they received approved points of diversion for municipal use. He noted when
2 agricultural water was transferred to municipal use, the water right was reduced.
3 Council Member Ciraco wanted to understand what was negotiated in 1995. If
4 conservation was the intent, then the City was at risk moving forward.

5
6 Council Member Dickey asked what the cost would be to provide water for McPolin,
7 Richards Ranch, and the Peterson parcels. McAfee stated a meter would have to be
8 placed there but it wasn't expensive. Council Member Dickey favored Option Two and
9 thought the City should pay for the water. He noted the benefits of doing that and he
10 didn't want to bill the City for it. McAfee stated an opportunity cost for the upper ditch
11 would be that it could be delivered to other sources if it wasn't being diverted to these
12 parcels.

13
14 Council Member Parigian asserted everyone loved the view of the entry corridor so he
15 supported keeping water on those parcels. Council Member Toly agreed. Council
16 Member Ciraco agreed the water should be provided and thought the City should pay
17 for the water since it was for the entire City and was a community benefit. He also
18 wanted to continue maintaining the land. Council Member Rubell agreed to keep the
19 water flowing. Matt Dias asked if there was consensus on having McAfee look at a
20 separate rate structure on active recreation water on those parcels, or if they wanted to
21 pass over this and categorize it as conservation. Council Member Ciraco stated there
22 was a rate being set for the golf course and noted the recreation use was different than
23 the community use. McAfee stated he could have a policy discussion with the Council
24 on that. Deters indicated an agreement would be drafted for water on the parcels
25 moving forward. McAfee noted he had not analyzed the long-term sustainability of
26 providing water to the land and would need to assess the quantity of water. Cartin
27 stated they would work in an environmental drought and a system drought to the
28 agreement, as well as charging for water that matched the SCADA system. Council
29 Member Parigian asked to know how much water would be allocated to the parcels.
30 McAfee explained the different options for irrigating the area. Council Member Ciraco
31 asked for information on building a more efficient irrigation system for the property.

32
33 Mayor Worel opened public input.

34
35 Jeff Peterson 84060 stated he lived on the back of the Richards parcel. He indicated
36 everyone knew where the McPolin farm was located and many people took pictures of
37 that area. He referred to the management plan and stated if the use was changed, it
38 would have to go back to the voters. He thought the Council made the right decision. He
39 and Bill White maintained the land for reasons other than making money. He thought
40 many people wanted to make sure the land stayed green.

41
42 Bill White stated he did a lot of agriculture in the East County and there was surface
43 water to work with. He explained the process of diverting that water and the
44 requirements for water on these parcels.

Mayor Worel closed public input.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Bill Ciraco Council Member Ryan Dickey Council Member Ed Parigian Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

II. PRESENTATIONS

1. Deer Valley Resort Ski Season Recap by Todd Bennett, President and CEO:

Todd Bennett and Hannah Tyler, Deer Valley, presented this item. Bennett reviewed that they spent the first part of the year determining who Deer Valley was. He discussed the expanded terrain and the ski lifts planned for this coming season. Skiers enjoyed the natural terrain this past season. They had 3,000 employees this season and added another 84 beds for their employees, which was a 20% increase. Regarding guests, they led Alterra in satisfaction scores. They began opening the resort at 8:00 a.m. and heard great reviews for that. They also opened lifts for locals (anyone in Utah). As for transportation, employee ridership on Transit was up 50% from last year. He thanked the City for the routes from Richardson Flat to the resort. Bennett stated they hosted the International Ski Competition for the 26th year. He was excited for the potential Olympic events coming to Deer Valley in 2034. Council Member Ciraco praised the early openings and hoped that change would continue.

2. Park City Mountain (PCM) Ski Season Recap by Deirdra Walsh, Vice President and COO:

Deirdra Walsh thanked the PCM employees as well as the City and county employees for making the season successful. She also expressed appreciation for the community. It was the resort's 60th anniversary and they celebrated with multiple events. They had record breaking snowfall in February and it was a great ski month. She reviewed the events throughout the season. They implemented new technology for ski passes that could be on a cellphone app. They improved pedestrian walkways and paths. This was the second year of paid parking and they saw increased carpooling and transit use. Regarding employee housing, 400 beds were occupied in February. This was high

1 density and appealing to the workforce. She stated the community programs and
2 access to the mountain were the top priorities of the resort. She was honored to be
3 selected as a venue for the potential 2034 Olympics.

4
5 Council Member Dickey thanked PCM for the transit circulation program and the
6 improvements the resort made to parking. He also thanked them for the open
7 communication. Council Member Toly stated ingress and egress through Old Town had
8 improved greatly over the past two years.

9
10 **3. Transmission Line Underground Study Update by Rocky Mountain Power:**

11 Luke Cartin, Environmental Sustainability Manager, Dane McGrady, Power Engineers,
12 and Andy Badger and Chris Wilder, Rocky Mountain Power (RMP), presented this item.
13 Cartin reviewed this project would underground transmission lines. McGrady explained
14 two different options to underground the lines behind Boot Hill, through the cemetery,
15 across the Bonanza Park site and tie into the substation. A contract for a feasibility
16 study was approved last November to see what would need to happen to achieve the
17 underground lines. McGrady stated they reviewed the site and explained there were two
18 options for routing the lines. Option A had a longer route and a higher cost, but it would
19 reduce the visual impact and reduce wildfire risk exposure. The cost was just for the
20 underground costs. Badger stated the next steps included a signed construction
21 agreement with RMP. He reviewed the timeline which was a year out for design,
22 engineering, and cable procurement. At that time, they would procure an installation
23 contractor. Cartin reviewed the electrical cables would be below and between the water
24 lines and other utilities in the ground.

25
26 Mayor Worel asked if the substation area would have to be enlarged. Badger stated
27 there were talks of expanding the area by 10 feet. Mayor Worel asked if an art project
28 could be put on the fence, to which Badger affirmed. Council Member Rubell asked if
29 some of the other benefits to this project could be discussed. Badger stated the line
30 could be upgraded. There was a line that was already installed underground to deal with
31 wildfire risks and it was upgraded and waiting for the Park City connection to be
32 upgraded. Wilder stated upgrading could triple the voltage capability in the future.
33 Badger indicated the new structures along Boot Hill would be taller than the existing
34 lines. Council Member Rubell noted the new poles that would replace the old poles
35 would be a bit smaller than the proposed pole that would underground the lines. He also
36 stated the substation would have a low profile structure. He asked about credits to the
37 City for work that would not need to be done. Wilder indicated he was working on the
38 credits now and he had gone back to 2019 to look at the projects. Council Member
39 Rubell asked if that would include a capital credit if RMP needed more power here.
40 Wilder indicated that would use a different conductor. Council Member Rubell asked
41 about the real estate land value. Cartin indicated the City would gain airspace by
42 moving the box. The aerial easement would also be moved at the cemetery which
43 would open up 70 cemetery plots. Council Member Rubell asked about the timing of the
44 project. Wilder stated there was an ability to phase the project so the material could be
45 ordered and then they would work on the other agreements. Badger stated once the

1 construction agreement was signed, the materials could be ordered, the engineering
2 agreements would begin, etc. Cartin stated the materials could be ordered with an
3 overage amount and then work on the other agreements or the engineering and design
4 could be worked on and then the materials could be ordered with an accurate amount.
5 Council Member Rubell asked when the street would be dug up. Badger thought the
6 conduit could go in this fall.

7
8 Cartin stated the next steps would be to choose an option for line location. Council
9 Member Rubell supported Option A. Council Member Dickey asked for more information
10 regarding Options A and B. He also wanted to see the costs and benefits. Matt Dias
11 added the cost recovery options should be included. Council Member Toly requested to
12 walk the area where the lines would go. Cartin indicated a decision would need to be
13 made by July. Wilder stated a wildfire mitigation project had been suspended since
14 2022 due to these requests. If this was not moving forward, RMP needed to move
15 forward to complete the project this summer.

16 17 **III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF**

18 19 **Council Questions and Comments:**

20 Council Member Toly participated in Running with Ed where they raised money for the
21 schools, and she thought it was a wonderful event. Mayor Worel stated Park City was
22 designated a Healthy Community by Healthy Utah and The Utah League of Cities and
23 Towns (ULCT). This was proof the community was trying to do things to keep healthy.
24 She noted the efforts made by the MARC to be more inclusive by opening up programs
25 for all members of the community was a big part of receiving this award.

26 27 **Staff Communication Report:**

28 29 **1. Bonanza Park 5-Acre Study Update:**

30 Council Member Rubell asked for an update on this report. Matt Dias stated there were
31 three deliverables that were being worked on. The first was putting out a request for
32 statement of qualifications (RSOQ) and they hoped to have that out next week. This
33 would attract interest from potential providers/development teams. A special meeting
34 was planned for June 5th that would be a facilitated discussion. The information gained
35 would go into the request for proposals (RFP) for the site.

36 37 **IV. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON 38 THE AGENDA)**

39
40 Mayor Worel opened the meeting for any who wished to speak or submit comments on
41 items not on the agenda.

42
43 Lynn Ware Peek 84060 indicated she heard Matt Dias talk about Bonanza Park on the
44 radio and heard words such as “legacy” and “iconic”. Currently, Bonanza Park was an
45 eyesore. She walked the area and most people drove, walked, and biked around this

area daily, and she thought it looked horrible. She distributed pictures of the broken and hazardous items on the property. She asked that the area get demolished. Council Member Dickey asked for an inventory of things that could be addressed in Bonanza Park. Dias stated they were looking at that and Public Works staff was currently doing cleanup in the area.

Sydney Johnson 84060 stated there was a drought in Park City. In California, the drought was severe. She did a study at school and saw that the water usage in Utah was greater than in California. She suggested that people get drought tolerant plants for their yards.

Mayor Worel closed the public input portion of the meeting.

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from April 25 and May 2, 2024:

Council Member Toly moved to approve the City Council meeting minutes from April 25 and May 2, 2024. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

VI. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with Black & McDonald L.L.C. to Install Fiber Conduit and Junction Boxes, Not to Exceed \$222,789.00:

2. Request to Approve a Three-Year Professional Service Agreement and a Possible Two-Year Extension with Skyworx Drone Shows, LLC for a Fourth of July Drone Show Not to Exceed \$45,000 Annually for a Total Amount of \$135,000:

3. Request to Authorize the City Manager to Execute Contracts for Water System Electrical Services, in Forms Approved by the City Attorney's Office, with Skyline Electric Company INC. and Total Power & Controls LLC. in an Amount Not to Exceed \$218,400 and \$364,000 Respectively and Totaling \$582,400:

4. Request to Approve Resolution 09-2024, a Resolution Proclaiming June 5, 2024, as Arbor Day and Celebrating Park City's 31st Anniversary as a Tree City USA Community:

Council Member Dickey moved to approve the Consent Agenda. Council Member Ciraco seconded the motion.

RESULT: APPROVED

AYES: Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

VII. OLD BUSINESS

1. Water Fee Study Update and Discussion:

Clint McAfee, Public Utilities Manager, and Keith Larson, Bowen Collins and Associates, presented this item. Larson indicated he was assigned to look at the revenue needs of the Water Fund as well as how water was charged in the City to best capture the cost of providing water. The City faced three challenges: water quality, water supply and aging infrastructure; inflation; and conservation, which decreased revenue. He displayed a graph of inflation which showed a 265% increase in construction costs versus water costs and revenue.

Larson analyzed how much the City should invest to maintain the water infrastructure for 60 years, and stated the City should be spending \$10 million-\$17 million per year for maintenance. In looking at the system, he indicated the infrastructure needs cost estimate for the next 10 years totaled \$110 million. He performed a revenue needs analysis and asserted the master plan for a sustainable funding plan was not aggressive.

Larson reviewed potential revenue streams: increase rates; increase rates and charge City facilities for water use; increase rates, charge City facilities, and receive grant money for capital projects; or increase rates and re-evaluate rate needs for FY2026 based on actual revenue from City-owned water charges and grant money received. McAfee explained there were 200 metered City-owned water accounts and there was no payment plan set up for those accounts. If those accounts were charged, it would generate \$2 million in revenue. He noted some departments would not be able to afford to pay for water with their current budgets.

Larson indicated water rates would need to be increased by 10% each year for two years and then implement an annual rate increase of 3% if Council selected the first option. Council Member Dickey asked if the 10% increase was to catch up to inflation, to which Larson affirmed, and noted the fund's cash balance was quickly diminishing and it would run negative in the next couple years. Council Member Dickey asked if the cash balance decreased because of 3Kings Water Treatment Plant and stated he thought it was funded with bonds. McAfee stated the operating cash balance went down because of budgeting for future capital replacements. The biggest expense was the SR224 pipeline project in FY2026. It also went down as they used the bond cash to finish the 3Kings plant.

Council Member Rubell asked if the cash fund included budgeted spending, to which McAfee affirmed and explained the 3Kings money would be spent by the end of this year. The balance in FY25 would be for operating funds. Council Member Rubell asked

1 if the fund included cash not committed to current capital projects. McAfee stated they
2 had a goal of having 150 days of operating cash.

3
4 Larson explained Option Two was if the City departments were charged for water. The
5 rate increase would be 5.5% for three years and then 3% annually after that. McAfee
6 explained the three types of water distributed by the City. Larson explained Option
7 Three assumed the City would receive a grant for \$4 million, then the rate increase
8 could be 4.5% for four years and then 3% after that. Option 1A could raise rates the first
9 year by 10 % and then the revenue would be re-evaluated after receiving the grant and
10 charging City departments.

11
12 McAfee was concerned about the fund having a negative balance and thought these
13 options would ease that concern, but Option One was the most secure. Mindy Finlinson,
14 Finance Manager, stated if the Water Enterprise Fund went into a negative balance, the
15 General Fund could make a short-term loan to the Water Enterprise Fund to avoid
16 scrutiny. Debt coverage had to be reported to the Municipal Securities Rulemaking
17 Board (MSRB) for bonds. If it went to negative territory, the City's bond rating could be
18 downgraded. McAfee clarified the fund had sufficient reserves for debt coverage, but
19 not for a cash balance reserve. Council Member Dickey asked if a negative cash
20 balance would affect a bond rating. Finlinson stated it would not but there would be an
21 audit finding. Council Member Rubell indicated conserving water was successful, but
22 now the City had less revenue. He asked what the risk was of not having water running
23 in the pipes. McAfee stated if there was no rate increase, the fund would be negative in
24 one year. Larson indicated in that scenario, maintenance would have to be postponed.

25
26 Briggs indicated the debt recovery ratio showed net operating revenue to debt. That
27 money was really going to capital funding and that was the risk because capital
28 maintenance would be reduced and then service issues would arise. Council Member
29 Ciraco stated this was not a credit rating risk but was more an accounting function. He
30 was concerned that increasing rates would incentivize conservation and thus the City
31 would receive less revenue. McAfee didn't think a flat 10% rate increase would affect
32 behavior. Council Member Ciraco wanted to use the City's financial flexibility and
33 charge City-owned properties for water and then see how much those solutions helped
34 the fund.

35
36 Council Member Parigian asked if the rate increase was across the board. McAfee said
37 it would apply to all accounts. Council Member Parigian wanted to see if the City
38 received the grant before increasing rates by 10%. He asked if the General Fund could
39 make a loan to the Enterprise Fund with a repayment schedule for a certain amount of
40 time, to which Briggs affirmed.

41
42 Council Member Toly asked if new development was calculated in this model, to which
43 McAfee affirmed. Council Member Toly asked if this analysis included projects that
44 could be entitled, to which McAfee affirmed.

1 McAfee stated there were two components to the study, the revenue needs analysis
2 and the cost-of-service analysis. Last year a new rate structure was created for non-
3 single-family users where the user could select where they wanted to be in that tier. The
4 single-family only had one set of tiers, and they analyzed options to create other options
5 for tiers. Council Member Rubell wanted to explore the single-family tiers. Larson stated
6 the recommendation was to move from a single set of tiers to a customized set of tiers
7 which would be accompanied by an increase in the base rate for larger meter sizes and
8 properties. Council Member Rubell clarified the user would pay more in the base rate
9 but would not be penalized until they got to a further point in the pricing. McAfee stated
10 it was harder to implement the single-family tiers because currently they all had the
11 same base rate. If customers could move wherever they wanted, there would be a risk
12 they would all choose to move to the lower base rate and the City would lose revenue.
13 He would design a rate structure that was net neutral so revenue would be stable, but
14 there would be options for users to move around.

15
16 Council Member Ciraco indicated the City prioritized conservation and users decreased
17 their water usage by 10%. With the proposed meter adoptability, more variability was
18 being inserted into the price in the usage of the water and the variability would promote
19 conservation. McAfee stated the variability concerned him. Council Member Dickey
20 didn't know what the objective was if this was revenue neutral. McAfee stated that there
21 were five different meter sizes and three different base rates for single-family users.
22 Since some users had large properties, the Council wanted to see a rate structure they
23 could step into. Council Member Rubell asserted the intent was to implement penalty
24 pricing. McAfee explained the single-family rates and the pricing that was set to
25 promote conservation. This policy shift would accommodate the big house with a big
26 yard as well as the small house with no yard. McAfee indicated implementation would
27 be difficult.

28
29 Mayor Worel opened public input.

30
31 Tom Schwenk, Fairway Village HOA Board, stated there was another tier issue which
32 was the difference between the single-family rate and the roll up to an HOA rate. He
33 asked for some consideration for that difference.

34
35 Mayor Worel closed public input.

36
37 Council Member Rubell stated there was a lot of revenue potential in the next year,
38 including the grant, reduced expenditures, and potential charging of water to City
39 departments. The reason to raise rates was to keep the fund balance healthy. There
40 was a cushion in the General Fund to help the Water Fund. He proposed a rate
41 increase of 0-3% for this year until the other revenue was known. He felt a rate increase
42 might not be needed. McAfee stated if rates were not increased, the fund would get
43 more behind and there would be a disproportionate burden on the General Fund.
44 Council Member Rubell supported Option Three with a 3% rate increase. Council
45 Member Toly agreed with Council Member Rubell but asked to discuss it further at

another meeting. She did not want to implement rates for City departments without discussing it with them. Council Member Parigian supported a modified Option Three, which was 3%-4.5% rate increase and pay for City water from the General Fund instead of charging departments. Council Member Dickey supported Option Three and asked to look at single-family rates later. Council Member Ciraco supported Option Three and supported charging departments for water. Council Member Toly asked if those departments would have to alter their fee schedules. Council Member Ciraco stated they didn't have to increase fees as of Day One of the new fiscal year. He thought this would be subsidized by the General Fund.

Briggs indicated his team could come up with some financial strategies at the next meeting for charging departments for water. Council Member Rubell stated he would support Option Three. Mayor Worel summarized the majority of the Council supported Option Three and there was some support to discuss different tiers for residential rates at another time. Council Member Rubell wanted to be consistent with residential rates like the commercial rates were made consistent last year. Council Member Dickey thought it made sense, but he would like to discuss this again. Council Member Rubell asked about the timing for implementing the new rates. Briggs stated the budget would be adopted on June 20. Water rates could be adopted anytime, but the rates would impact the budget.

McAffee summarized he could bring back data on a 4.5% rate increase on June 6 and 20 along with a single-family tier structure. Council Member Rubell asked that the agreed to rate would be implemented this summer.

2. Discuss the E-Bike Community Survey, E-Bike Use and a Potential E-Bike Ordinance:

Heinrich Deters and Logan Jones, Trails and Open Space Department, and Sean Maher and Jimmy Howe, RRC Consulting, were present for this item. Howe displayed a graph of survey responses broken down by ebike owners versus non-ebike owners. Maher summarized the non-owners had very different perceptions of ebikes than ebike owners. All groups agreed there should be designated speed limits. Non-owners supported more enforcement. Ebike owners wanted more education, Emountainbike owners wanted improved signage.

Mayor Worel opened public input.

Sue Rosenberg, representing the Canyon Crossing HOA, was concerned with the Rail Trail ebike usage. She stated they supported the recommendations and thought they would improve safety and control the traffic on the Rail Trail.

Lora Anthony, Mountain Trails Foundation Executive Director, stated Mountain Trails' position for ebikes on single track trails was only on natural trails and soft surface trails. The emountain bike trails were designed differently than trails for non-motorized bikes. Park City's trails didn't meet the ebike standards because there were tight corridors and

1 poor lines of sight, they lacked uphill speed calming features, and the bidirectional trails
2 had a greater collision risk. Mountain Trails was building emountain bike friendly trails in
3 zones that were safe, including in Clark Ranch and Sky Ridge. She noted Deer Valley
4 East was also building emountain bike trails. They were working to connect trails to
5 Deer Valley East. The ebike community was a minority compared to mountain bikes and
6 hikers in the area. They wanted to see the mountain bike policy stay in place with
7 regard to emountain bikes.

8
9 Tom 84098 wanted trails to be safe. He was shocked to see proposed changes to the
10 trail usage and did not want to see a pilot program. He suggested the bike shops
11 display the ebike ordinances. There was already a policy for those with mobility issues.

12
13 Roanne Mayer supported the previous comments and did not want a pilot program for
14 the trails. She encouraged the support of existing rules. She thanked the Council for
15 being forward thinking.

16
17 Doug Doditch thanked the Council for keeping the Rail Trail the same size. He noted
18 the sled hill was now a jump for ebikes and he suggested signage for that area. He also
19 wanted a sign on Wag'on Trail to not go into the neighborhood.

20
21 Ryan Goff 84098 stated he was in Pocatello, Idaho, and rode his ebike on a multiuse
22 trail and it didn't matter. He thought all users could be on the same trail. He asked for
23 clarity on mobility issues.

24
25 Tracey Meier 84060, National Ability Center Chief Program Advisor, stated one in four
26 Americans had a disability. Inclusion should be top of mind. They provided ebike
27 lessons to their patrons. With use of this equipment, access to trails was continuing to
28 grow for disabled individuals. She encouraged improvements in trail design and signage
29 for increased accessibility.

30
31 Jennifer Feikin 84098 indicated she hiked Round Valley regularly and she encouraged
32 the Council to keep the code as-is. Ebikes could be hazardous on this trail due to
33 narrowing, switchbacks and blind curves. There were people and dogs who could not
34 get out of the way when confronted with fast moving ebikes.

35
36 Lynn Ware Peek agreed with the previous speaker and felt keeping the ordinance in
37 place was best. Until there were directional trails, ebikes should be kept off the trails.
38 She hoped there could be enforcement for speeding ebikes on paved trails.

39
40 Mayor Worel closed public input.

41
42 Council Member Rubell asked where current emountain bike trails were located, to
43 which Deters stated Clark Ranch. Council Member Rubell asked about Deer Valley's
44 ebike program. Deters stated he was made aware of that but he hadn't talked with
45 them. He indicated Deer Valley bought some ebikes and the intent was to provide tours

1 on the wider roads. He noted riders could take their bikes up the lift and use the trails to
2 ride down. Council Member Rubell asked if the City's ordinance prohibited emountain
3 bikes on City property only or on private property as well. Deters stated it was meant for
4 City-owned trails. He thought there was public dedication of some developments and
5 those were under the ordinance too. He didn't know about private property. Council
6 Member Rubell was interested in learning from Deer Valley's experience. Deters stated
7 they sold lift tickets to pay for the expensive trails. Council Member Rubell asked to hear
8 from Deer Valley on this topic.

9
10 Questions for the Council:

11 1. Is the City Council supportive of a 15-mph speed limit on multi-use pathways, with the
12 intent to continue pathway safety education and data collection prior to an enforcement
13 resource discussion? Council Members Rubell, Ciraco, Dickey, and Toly supported this.
14 Council Member Parigian wanted the speed limit lower than 15-mph.

15
16 2. Is the City Council interested in identifying additional public emountain bike trails
17 located within Park City in Lower Deer Valley and Deer Crest area as a pilot project?
18 Council Member Dickey was not in favor. Council Member Rubell was in support, and
19 said he would focus on trails that would connect us and look at safety concerns. If Deer
20 Valley allowed it and the City supported businesses, then he supported it. Council
21 Member Ciraco favored this, but felt the timeline should be longer. He didn't want to
22 expand at the expense of the current mountain bike trails. Council Member Toly was not
23 in favor of this because they hadn't discussed it in-depth or considered other trail users.
24 She asserted 50 miles of trails was being built at Deer Valley East. The current trails
25 didn't meet ebike standards. Council Member Rubell thought some trails would make
26 more sense then others for a pilot. Deters displayed a map of trails and explained the
27 area. Council Member Parigian suggested doing a pilot program on one trail and stated
28 that trail should connect to MIDA and Deer Valley. Deters stated the only trail that could
29 do that was in Clark Ranch. He talked to Deer Valley and they didn't want it to go higher
30 than Lower Deer Valley. Council Member Parigian only wanted it on one trail by Deer
31 Valley.

32
33 Council Member Dickey stated this area couldn't be a pilot because of the trails in
34 Wasatch County. The current code was self-enforcing through social pressure. Right
35 now there were very few conflicts. He didn't want to change the policy for a minority of
36 users. The problem with the trails was they were overcrowded on the weekends and
37 ebikes would make them more crowded. He thought it worked well as-is. Council
38 Member Rubell indicated the new technology would bring more users. Currently the
39 code stated violators would be charged as a Class B Misdemeanor. He felt permissive
40 management would always be a better strategy than banning something they were
41 going to do anyway. By keeping the code the same, they would be harming businesses,
42 lodging, and tourism. Deters stated the model that worked was at Clark Ranch. Council
43 Member Rubell indicated it didn't accomplish the goal he proposed which was to
44 connect with Deer Valley. Deters stated if the intent was to improve trails to Deer Valley

East for bikes, ebikes, and hikers, he could research it and come back to the Council. Council Member Rubell asked for piloting a single connection.

Council Member Toly stated the classic mountain bike trails were the reason businesses thrived in the summer. If Council Member Rubell wanted a trail that connected to Main Street then they needed a plan to connects trails to Main Street. Mayor Worel asked if there was a trailhead to Outlook to which Deters stated there was not. It was just an intersection. Council Member Dickey asked if the East trails could be ridden to which Deters affirmed. Council Member Dickey didn't see small businesses asking for ebikes on trails. He was not in favor of it. Council Member Rubell stated ebike shops were small businesses. Council Member Ciraco wanted to be consistent so ebike users could ride to Deer Valley East.

Mayor Worel summarized three Council members supported a single connection to Lower Deer Valley to the east side. Council Member Parigian stated ebike users were growing and we needed one trail to see if it worked.

3. Is the City Council comfortable with preliminary enhancements to the Rail Trail and Wag'on Trail, including clearing vegetation along both trail corridors, directional and use signage, off-leash designation of Wag'on Trail, and continued monitoring? All Council members supported the enhancements. Council Member Rubell asked Deters to pay attention to Wag'on Trail next to the complex.

4. Does the City Council desire to explore additional regulations associated with helmet use in Park City? Council Members Toly, Ciraco, Rubell, and Parigian supported this. Council Member Dickey did not favor this, but indicated he could explore it. He thought it was best for kids. Mayor Worel asked to take into consideration what would happen with Summit Bike Share.

5. Does the City Council wish to dedicate resources to exploring additional educational/certification courses aimed at young individuals and ebike use? The Council supported this. Council Member Rubell stated this should also be bundled with following the permissive policy with rental shops. He asked if shops could issue permits for age and mobility. Deters indicated that request would involve more work so he would look into it if Council desired.

Mayor Worel asked what would happen if the Council wanted to divert from keeping the ordinance as-is. Deters indicated Clark Ranch was not in the City limits at the time the current ordinance was drafted. He would come back with information on amending that ordinance.

VIII. NEW BUSINESS

1. Consideration to Approve the Proposed 2024 Park City Kimball Arts Festival Supplemental Plan and Level Five Special Event Permit:

Chris Phinney, Special Events Coordinator, and John Stevenson and Hillary Gilson, Kimball Art Center (KAC), presented this item. Phinney reviewed requested changes to the plan which included a change of hours for the spirit garden, a fire lane adjustment, and parking rates. Gilson stated KAC needed Council's direction on the spirit garden hours and the long-term dining deck situation. Mayor Worel asked about the fire lane adjustment. Gilson indicated the size of the fire equipment had changed over time, so they had to adjust the booth layout. The booths north of 7th Street were moved to the side of the street. She noted there were no front doors on the buildings on that side of the street so the booths would not be blocking anything. The center lane would become the fire lane. Dave Thacker, Chief Building Official, indicated that area would look like the layout of Park Silly Sunday Market.

Council Member Rubell stated the current policy allowed that some fees could be waived. KAC asked that the City waive their current assessment of \$10,000 permanently. There was also the issue of KAC having a voice in how the dining decks could stay on Main Street. Gilson indicated they didn't have a say of which decks could stay on the street, but they were concern that the program would continue expanding, which would result in a revenue loss due to fewer booths at the festival. They asked that Council consider helping KAC recuperate that loss of income, or at least have a conversation on how it would affect the layout of the festival. Council Member Rubell thought it would be similar to this year, in that the City would tell KAC how many dining decks would be on Main Street and KAC could make a request for an offset. Gilson stated for the remainder of the contract they requested not to pay City service fees and as additional dining decks were constructed, they needed to protect their revenue from the festival. Mayor Worel noted KAC used to collect a fee from the restaurants with dining decks and now the City was paying that \$10,000. Margaret Plane stated these were contractual terms that needed to be worked out. The City was paying \$10,000 to KAC to cover the decks and KAC was paying \$10,000 for City service fees. Gilson noted this was originally for one year, but now the contract was coming back so the provisions could be adjusted permanently.

Council Rubell expressed frustration that when the contract was renewed, the Council made it clear they wanted to revisit how the dining decks were treated on Main Street. Now he learned the contract would have to be amended by both parties for a long-term solution for dining decks. Council Member Parigian asked for a compromise. Jenny Diersen, Special Events Manager, clarified KAC was willing to remove the dining deck language from the contract as long as they were no longer required to pay for City services. Council Member Dickey stated all that had to be done was to clarify the second bullet point. He suggested amending the contract with regard to the decks and the City service fee waiver and build in a notice provision to KAC if new dining decks applied to be on Main Street. Gilson asked to be compensated for space taken by dining decks since booth fees were a huge part of KAC's revenue.

Diersen summarized there was not a long-term agreement regarding what to do about dining decks and the cost scenario, but for 2024 the KAC would not charge dining decks

1 to stay on the street, the City would not charge \$10,000 for City service fees and it
2 would pay KAC \$2,000 as was agreed in March. She noted KAC would no longer
3 charge dining decks, but they were asking for a long-term solution for that part of the
4 contract. Council Member Rubell requested that the long-term solution part of the
5 contract not be considered tonight. The Council was only considering this year's event.

6
7 Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed
8 the public hearing.

9
10 Council Member Dickey moved to approve the 2024 Park City Kimball Arts Festival
11 Supplemental Plan and Level Five Special Event Permit. Council Member Ciraco
12 seconded the motion.

13 **RESULT: APPROVED**

14 **AYES:** Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

15
16 **2. Consideration of Ordinance No. 2024-10, an Ordinance Amending the Land**
17 **Management Code Residential Maximum Lot Size for the Recreation Commercial**
18 **Zoning District:**

19 Rebecca Ward, Planning Director, reviewed the Planning Commission established a
20 maximum lot size last year and they wanted to expand it to many of the transition zones
21 in the City. She noted this would not impact commercial uses.

22
23 Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed
24 the public hearing.

25
26 Council Member Ciraco moved to approve Ordinance No. 2024-10, an ordinance
27 amending the Land Management Code residential maximum lot size for the Recreation
28 Commercial Zoning District. Council Member Toly seconded the motion.

29 **RESULT: APPROVED**

30 **AYES:** Council Members Ciraco, Dickey, Parigian, Rubell, and Toly

31
32 **3. Consideration to Approve Ordinance No. 2024-11, an Ordinance Enacting Land**
33 **Management Code Section 15-13-10 Standards for Temporary Structures in**
34 **Historic Districts and Amending Section 15-15-1 Definitions Regarding Temporary**
35 **Structures in Historic Districts:**

36 Rebecca Ward, Planning Director, reviewed that during the pandemic the City
37 supported businesses by allowing temporary structures in the historic districts. The
38 Historic Preservation Board (HPB) established design regulations and consistent
39 standards for winter and summer structures. The Historic Park City Alliance (HPCA)
40 supported the amendments. Council Member Parigian clarified that current structures
41 that had an expiration date on their permit could apply for a new permit that would last
42 for five years. Council Member Ciraco asked if this applied to dining decks to which
43 Ward stated it did not.

1 Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed
2 the public hearing.

3
4 Council Member Rubell thought it was silly to ban yurts in a mountain ski town historic
5 district and felt it was overregulating. Council Member Ciraco asked if the ban was only
6 for the historic district to which Ward affirmed and noted currently there was one
7 installed yurt and they were planning on building a different structure anyway. Council
8 Member Rubell asked if this would apply to the Marriott Plaza to which Ward affirmed.
9 Mayor Worel asked if the bubble structures were considered yurts. Ward stated globes
10 were allowed.

11
12 Council Member Rubell moved to approve Ordinance No. 2024-11, an ordinance
13 enacting Land Management Code Section 15-13-10 Standards for Temporary
14 Structures in Historic Districts and amending Section 15-15-1 Definitions regarding
15 temporary structures in historic districts, with an amendment to also permit yurts with
16 the other overly specific classifications of outdoor dining structures. Motion died for the
17 lack of a second.

18
19 Council Member Ciraco moved to approve Ordinance No. 2024-11, an ordinance
20 enacting Land Management Code Section 15-13-10 Standards for Temporary
21 Structures in Historic Districts and amending Section 15-15-1 Definitions regarding
22 temporary structures in historic districts. Council Member Dickey seconded the motion.

23 **RESULT: APPROVED**

24 **AYES:** Council Members Ciraco, Dickey, Parigian, and Toly

25 **NAY:** Council Member Rubell

26
27 **IX. ADJOURNMENT**

28
29 With no further business, the meeting was adjourned.
30
31
32

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

**445 MARSAC AVENUE
PARK CITY, UTAH 84060**

June 5, 2024

The Council of Park City, Summit County, Utah, met in open meeting on June 5, 2024, at 3:30 p.m. in the City Council Chambers.

SPECIAL MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Bill Ciraco Council Member Ryan Dickey Council Member Ed Parigian Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

II. WORK SESSION

1. Bonanza Park Project Discussion:

Matt Wetli and Justin Carney, Development Strategies, lead the discussion on this item. Wetli stated there were many benefits, including site control, market opportunity, and resources to make the project happen.

Parking

Council Member Parigian stated the City's portion of the partnership would be financed with bonds, so the funds were not needed before the project began. The project would be paid for over the course of the asset. Council Member Ciraco asked if the parking could be put on one acre. Wetli didn't want to get into the weeds or actually design the project, but he noted it cost more to build parking underground. He thought most of the development would consist of uses that did not generate revenue. Council Member Ciraco indicated underground parking would allow for open space on the site. Carney

1 suggested that the extra space could be revenue generating to pay for the underground
2 parking. Mayor Worel asked if a city normally paid for the parking or if the developer
3 covered that. Wetli stated that varied from project to project. Carney explained the issue
4 wasn't how much parking was needed, but if the Council wanted underground, above
5 ground, or off-site parking. Council Member Toly wanted to have a wholistic view of
6 what the parking would entail, including if it would be for the public, time limited, etc.
7 Council Member Parigian favored underground parking because the land was too
8 valuable to have it above ground. Council Member Dickey supported underground
9 parking, and wanted to explore if this was the right place for parking that served the
10 neighborhood. He wanted to incentivize other sites not to build parking, but rather
11 employ transportation demand management (TDM). Council Member Ciraco supported
12 reducing the parking minimum requirements for this area. Carney summarized the
13 Council wanted to start with the position of having underground parking. As other
14 factors were considered, things could change.

15
16 Council Member Rubell thought there could be some at-grade parking in a mixed-use
17 area. Wetli stated it would be helpful to know if there was other offsite parking that
18 would be available as well. Council Member Rubell asked that the developer look for
19 creative solutions for parking. He stated the area had been analyzed and a plan was
20 being developed, so it was time to move forward. He wanted professionals to get
21 creative and provide proposals that would work. It was indicated the next preference for
22 parking was nearby lots. Council Member Parigian suggested overbuilding underground
23 parking and making it the parking site for the area. The City could lease part of it for
24 their developments. Carney asked if this would be the Park Once site. It was
25 determined there would be no at-grade parking. There might be consensus to having an
26 above-grade parking garage, depending on what would go on the site. Council Member
27 Rubell suggested language could be put in the RFP that the developer did not have to
28 meet the current code requirements for parking.

29
30 Wetli summarized the Council was willing to explore a reduction in parking
31 requirements, willing to contribute to a project that would create underground parking
32 and wanted to explore adding public parking spaces. Some of the Council were willing
33 to have above-grade parking but were not willing to contribute to it. They were willing to
34 revisit the parking code. Council Member Rubell stated they wanted a parking reduction
35 to promote trails and transit. The RFP should ask for recommendations on parking. If
36 there was a parking gap, they could look at creative parking solutions. It was indicated
37 that the developer would recommend parking based on the minimum code
38 requirements.

39
40 Kimball Art Center (KAC)

41 Wetli asked if the desire was to have a standalone building on a standalone site, have it
42 incorporated into a mixed-use building as part of the whole site, or if there was an
43 openness to explore both options. Council Member Parigian stated KAC wanted to have
44 their own site and building. Jen McGrath, Deputy City Manager, indicated the
45 assumption from existing Council direction was that KAC would build their own space

1 on their own site. Council Member Rubell argued the direction was to have a mixed-use
2 building. He wanted them to have the space they needed within a building. They could
3 have their own mixed-use building. Council Member Parigian thought this building
4 should be left out of the RFP. Council Member Ciraco agreed a portion of the area
5 should be dedicated to the KAC building. Mayor Worel asked if the Council should
6 define the mixed-use building. Council Member Dickey stated the site should be a
7 carve-out with a set of requirements and it should integrate with the rest of the site; and
8 the KAC parking should be part of the parking constructed for the remainder of the site.

9
10 Carney summarized the Council favored a standalone building that would meet certain
11 requirements, and other integration pieces would be worked out between the developer
12 and KAC. Council Member Ciraco requested that KAC have some input on where the
13 building would be located on the site. Council Member Parigian stated he didn't want
14 that building in the middle of the site. Mayor Worel asserted KAC needed a space
15 where parents could drop off children. Council Member Dickey reiterated the developer
16 would be connected to KAC for aspects like parking and connectivity. Wetli stated the
17 developer would account for the parking of KAC but would not pay for it. Carney asked
18 if the Council wanted the developer to talk directly with KAC. Council Member Rubell
19 stated there should be a common parking solution in the MPD and KAC should be
20 integrated into the circulation of the site. No streets would be on the site. There could be
21 a delivery/drop off area. Wetli suggested the Council should form a plan for the
22 developer to interface with KAC or not.

23
24 Aldy Milliken, KAC Executive Director, stated the requirements given to the City
25 included the size of the parcel, the cut out of the parcel, and the drop off/loading zone.

26
27 The Council took a break at 5:26 p.m. The meeting resumed at 6:05 p.m.

28
29 The consultants reviewed that they needed to know the size of the parcel, the location,
30 access, parking, connectivity, height and scale, housing, and integration for KAC.
31 Council Member Parigian indicated the AMPD dictated there could be nothing over
32 three stories and he wanted a standalone building. The Council favored shared parking
33 with no surface lot. Council Member Dickey stated location was unknown and they
34 looked to the developer for suggestions. Discussion took place on height and Council
35 Member Toly suggested the building could be four stories and the developer could ask
36 for a variance. The majority of the Council didn't have a strong preference for KAC
37 location, but some did not want it on the corner of Bonanza and Kearns. Mayor Worel
38 felt a location on Kearns would be challenging.

39
40 Regarding parcel size, Council Member Ciraco stated the Council could dictate what
41 went on the parcel outside the building. Milliken stated the building would be phased, so
42 he requested an acre so they could expand as their needs grew over the years. Council
43 Member Rubell did not want to give KAC a parcel but wanted the building size to be
44 considered. Council Member Ciraco was comfortable that the KAC building would fit
45 with the rest of the development because they would have to go through the

1 development process with the City. Council Member Toly stated the RFP could clarify
2 the site reservation that would include open space and connectivity to community
3 amenities. Wetli thought the RFP could say the developer would work with KAC to
4 develop a cohesive design. He suggested the chosen developers would work with KAC
5 to make the building integrate with the rest of the project. Mayor Worel indicated
6 negotiations with KAC were paused because there were questions that needed to be
7 answered.

8
9 Housing Affordability

10 Wetli defined workforce housing as 80%-120% AMI. More affordable housing would be
11 50%-60% AMI. Council Member Dickey clarified the workforce wage was 45% AMI.
12 Council Member Rubell thought the project should focus more on the workforce wage.
13 He wanted the housing to be affordable for those working in the community. Council
14 Member Toly hoped to see the housing go to first responders, teachers, municipal
15 workers, and similar positions. Council Member Parigian wanted to ask for 200 total
16 housing units and wanted the developer to figure out the mix of studio, one-bedroom,
17 and two-bedroom units. He suggested 15% market rate, 15% attainable, 40%
18 affordable, and 30% workforce.

19
20 Mayor Worel stated the community wanted restaurants and local businesses on the site.
21 Telling the developer a certain number of required housing units would limit what the
22 community wanted. Council Member Parigian indicated the businesses could be on the
23 ground level. Council Member Ciraco wanted to consider the 99 affordable units at
24 Homestake. Council Member Toly noted the Homestake parcel was two acres, so a
25 goal of 200 units would take this entire site. Council Member Ciraco stated it would be
26 hard to support lower AMIs on this site. Council Member Rubell indicated the target was
27 workforce housing. Council Member Toly asserted the need was for three- or four-
28 bedroom units so this plan was at a disadvantage if it didn't include those numbers.

29
30 Council Member Dickey stated this was not a great site for families and the HOPA site
31 needed \$10 million to make it successful. The public also wanted this site to be a locals'
32 neighborhood. He felt affordable housing could be focused on at HOPA. Council
33 Member Parigian wanted to attract younger people to the City. Council Member Toly
34 clarified the units on the site would all be rental units. Council Member Rubell favored
35 single person/entry level job being housed here. He suggested the lowest affordable
36 housing of 50% AMI for a one-person household, and then to have an even distribution
37 up to market rate.

38
39 Council Member Dickey asked for a financial model that the Council could consider as
40 they made decisions. Council Member Rubell wanted the developer to tell the Council
41 how much market rate units they needed to make the project work. The process was
42 competitive so they would want to maximize affordable housing. The consultants
43 indicated they would come back with some scenarios. Council Member Dickey stated
44 this would help the Council be more precise.

1 Commercial

2 It was indicated the consultants would bring some scenarios that included a hotel. There
3 was discussion on subsidizing certain commercial spaces. Council Member Ciraco
4 stated the goal was to have smaller footprint spaces or shared spaces for commercial.
5 Wetli stated many projects had ground floor spaces for higher rent businesses, medium
6 rent spaces, and lower rent spaces.

7
8 Mayor Worel indicated Main Street business owners were concerned about the high
9 rents and she didn't want to build something in Bonanza Park that would cause an
10 exodus of businesses from Main Street. Council Member Rubell stated there would be
11 movement because that was how the free market worked. Council Member Toly
12 asserted that was the reason why the commercial spaces should not be subsidized.
13 Mayor Worel asked if the Council wanted some maker space. Council Member Rubell
14 stated he did, but he didn't know if it should be in the commercial section or as part of
15 KAC. Council Member Dickey wanted them separate from KAC and did not want to put
16 a constraint on them to have them. Council Member Parigian wanted a variety of maker
17 spaces throughout the site.

18
19 Carney stated they would continue the conversation at the meeting tomorrow. A big
20 topic would be the City's financial support and he asked the Council to consider if the
21 only contribution to the project would be the Transient Room Tax (TRT) revenue.

22
23 **III. ADJOURNMENT**

24
25 With no further business, the meeting was adjourned.

26
27
28 _____
Michelle Kellogg, City Recorder

City Council Staff Report

Subject: Award Contract for Forest Management Program
Author: Logan Jones
Department: Trails & Open Space
Date: June 20, 2024

Recommendation

Review and consider a request to authorize the City Manager to execute a Professional Service Agreement with Alpine Forestry LLC, as approved by the City Attorney's Office, to provide Forest Management Program implementation, including prescribed pile burning, planning, permitting, and operational services, totaling \$200,000.

Executive Summary

To advance the Forest Management Program, the Trails & Open Space Department (T&OS) contracts with qualified firms to perform work on City-owned property. Two distinct requests for proposals (RFP) were issued: one targeting labor for mitigation on eight prioritized parcels, and the other for services concerning pile burning operations. Alpine Forestry LLC was found to be the most qualified respondent for both RFPs.

Analysis

Fire has historically played a fundamental ecological role throughout Utah, naturally maintaining healthy ecosystems. However, the rising number of homes in the wildland-urban interface (WUI) has disrupted these natural fire cycles. The associated impacts on lives and property from wildfire, along with escalating costs of wildfire management, have created an urgent need for communities to become wildfire resilient.

Over the past two decades, T&OS has focused on fuel treatments on City-owned property, primarily targeting smaller areas where defensible space boundaries of private residences (up to 100 feet from structures) overlap with city property. In recent years, we have also undertaken larger landscape projects, such as Phase 1 of the Treasure Hill Forest Management Project, which encompassed over 55 acres. Through both small and large-scale projects, we reduce wildland fire severity and risk in our community by managing vegetation with a focus on ecological health, wildlife habitat, and wildland fire resilience. As we strive to create a more wildfire-resilient community, T&OS has completed several planning and implementation efforts to better guide our ongoing mitigation activities in a prioritized manner, including:

- [2022 Treasure Hill Forestry Management Plan](#)
 - This plan serves as a guide for City staff and land managers to implement future projects. It also acts as an educational resource, highlighting the need for active management of forests and other resources on Treasure Hill in a multi-phase, multi-year plan. Phase 1 of this plan has been completed.
- [2023 Community Wildfire Risk Assessment](#)
 - The CWRA was conducted to understand how wildfire could impact Park City, allowing us to prioritize future work and create community resources. It combines analysis of the community and environment to identify specific risk factors for the Park City area, leading to targeted recommendations to

address wildfire risks. The CWRA was used to identify treatment areas and prescriptions for the 2024/25 seasons.

On March 29, 2024, we released an RFP for services related to pile burning operations. On April 18, 2024, we released another RFP for labor focused on eight prioritized mitigation areas (see Exhibit A for detailed work plans on each area).

Alpine Forestry was selected as the most qualified respondent for each RFP. The contracted work will occur over two summer seasons, beginning after August 1, 2024, with pile burning operations taking place when conditions allow during the late fall season.

Funding

Funding for the project is identified within the Trails and Open Space Operations and Maintenance account. The Forest Management Program is budgeted for \$100,000 each fiscal year. The contract, as approved by the City Attorney's Office, will have a not to exceed amount of \$100,000 for each fiscal year, 2025 & 2026, equaling a total contract limit of \$200,000. Together with the City's Procurement Team, the approach to contract two seasons of work was crafted to lock in pricing for two years.

Exhibits

Exhibit A – 2024/25 Mitigation Area Work Plans

Exhibit A

2024/25 Mitigation Area Work Plans

See each link for specific Work Area Plans

- [Area 1: Aerie](#)
- [Area 2: Iron Mountain](#)
- [Area 3: Mountain Ridge Ct.](#)
- [Area 4: Ontario Mine Bench – Amended 5-7-24](#)
- [Area 5: Rising Star](#)
- [Area 6: Rotary Park](#)
- [Area 7: SOS](#)
- [Area 8: Walker Webster Tank](#)

City Council Staff Report



Subject: Tennis and Pickleball Court Resurfacing Contract for PC MARC
Author: Ken Fisher, Recreation Director
Department: Recreation
Date: June 20, 2024

Recommendation

Consider authorizing the City Manager to execute a Professional Services Agreement with Renner Sports, in a form approved by the City Attorney, to resurface the indoor and outdoor tennis and pickleball courts at the PC MARC, not to exceed \$153,815.

Background

The PC MARC opened in December 2011 after an extensive renovation that included four new indoor tennis courts and other amenities. The seven outdoor tennis courts were rebuilt in 2013, and four outdoor pickleball courts were added when the outdoor courts were rebuilt.

It is generally recommended that courts are resurfaced every 5 to 7 years. The only courts that have been resurfaced since 2011 are the three courts under the tennis bubble, which were resurfaced in 2020 when the facility was closed for COVID-19 concerns.

Our courts have lasted longer than expected due to the staff's efforts to keep them clean and well-maintained, but all courts eventually need resurfacing to maintain quality playing conditions for patrons, camps, clinics, and lessons.

Analysis

The courts were recently damaged when the bubble collapsed on March 1, 2024, as the lights and cables came down onto the surface. This damage was the impetus for resurfacing all the courts. When resurfacing courts, it is recommended that all the courts be resurfaced at the same time so that there is a consistent playing surface on all the courts. The courts will be resurfaced in the same color scheme and lines as the facility is currently configured.

Recreation staff will work with the contractor to schedule the resurfacing to limit interruption to court availability. The courts are anticipated to be done in phases or banks of courts: 2 outdoor tennis and 2 pickleball courts, followed by 3 bubble courts, followed by 2 more outdoor tennis and 2 pickleball courts. Lastly, the 4 indoor tennis courts will be resurfaced.

The project is anticipated to be completed this summer/early fall.

Following City/State Procurement Rules, an Invitation to Bid (IFB) was issued on May 2, 2024. The IFB closed on May 13, 2024, with six respondents. The low bid was submitted by Renner Sports in the amount of \$153,815.

Fortunately, insurance is anticipated to cover \$33,715 of the total contract amount as part of the bubble damage and insurance claim we submitted.

Funding

The project's funding comes from the PC MARC Tennis Court Resurfacing CIP account, which has a balance of \$199,135.



Resolution No. 11-2024

**A RESOLUTION ADOPTING THE FY25 UTAH RETIREMENT SYSTEMS
CONTRIBUTIONS FOR TIER 2 PUBLIC SAFETY EMPLOYEES, EFFECTIVE
JULY 1, 2024, FOR PARK CITY MUNICIPAL CORPORATION**

WHEREAS, certain Utah Retirement Systems contributions may be adopted and amended at the discretion of the City Council and are subject and subordinate to applicable federal and state laws, rules, and regulations, and local ordinances; and

WHEREAS, the purpose of the contributions is to support retirement needs for public safety officers, but neither any contract nor implied contract rights are created hereby; and

WHEREAS, the City Manager, City Attorney's Office, Human Resources Department, and Police Department have reviewed the proposed Utah Retirement Systems contribution rates and recommend adoption by the City Council; and

WHEREAS, the City Council deems it in the best interest of the public safety employees of Park City Municipal Corporation to formally adopt them;

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

SECTION 1. ADOPTION . The Utah Retirement Systems contributions, attached hereto, are hereby adopted and thereto adopted by the City Manager.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect on July 1, 2024.

PASSED AND ADOPTED this 20th day of June, 2024.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

Utah Retirement Systems
Final Condensed Retirement Contribution Rates as a Percentage of Salary and Wages
Fiscal Year July 1, 2024 - June 30, 2025

	Tier 1 DB System			Tier 1 Post Retired		Tier 2 - DB Hybrid System					Tier 2 - DC Plan				
	Contribution Reporting Fields			Post Retired Employment after 6/30/2010 - NO 401(k) Amortization of UAAL**	Post Retired Employment before 7/1/2010 Optional 401(k) Cap	Contribution Reporting Fields					Contribution Reporting Fields				
	Tier 1 2024-2025 RATES					Tier 2 2024-2025 RATES					Tier 2 2024-2025 RATES				
	Employee	Employer	TOTAL			Tier 2 Fund	Employee	Employer	401(k)	TOTAL	Tier 2 Fund	Employee	Employer	401(k)	TOTAL
Public Employees															
Contributory Retirement System															
11- Local Government	6.00	12.96	18.96	6.87	12.09	111	0.70	16.95	0.00	17.65	211	0.00	6.95	10.00	16.95
12- State and School ¹	6.00	17.20	23.20	11.75	11.45										
17- Higher Education	6.00	17.70	23.70	12.25	11.45										
Public Employees															
Noncontributory Retirement System															
15- Local Government	-	16.97	16.97	5.11	11.86	111	0.70	15.19	0.00	15.89	211	0.00	5.19	10.00	15.19
16- State and School ¹	-	21.69	21.69 *	9.44	12.25	112	0.70	19.52	0.00	20.22	212	0.00	9.52	10.00	19.52
18- Higher Education	-	22.19	22.19 *	9.94	12.25	117	0.70	20.02	0.00	20.72	217	0.00	10.02	10.00	20.02
Public Safety															
Contributory Retirement System															
Division A															
23- Other Division A With 2.5% COLA	12.29	22.29	34.58	11.27	23.31	122	4.73	25.35	0.00	30.08	222	0.00	11.35	14.00	25.35
Public Safety															
Noncontributory Retirement System															
Division A															
42- State With 4% COLA	-	40.85	40.85	17.96	22.89	122	4.73	32.04	0.00	36.77	222	0.00	18.04	14.00	32.04
43- Other Division A With 2.5% COLA	-	33.54	33.54	11.25	22.29	122	4.73	25.33	0.00	30.06	222	0.00	11.33	14.00	25.33
75- Other Division A With 4% COLA	-	35.21	35.21	12.41	22.80	122	4.73	26.49	0.00	31.22	222	0.00	12.49	14.00	26.49
48- Bountiful With 2.5% COLA	-	50.38	50.38	26.89	23.49	122	4.73	40.97	0.00	45.70	222	0.00	26.97	14.00	40.97
Division B															
44- Salt Lake City With 2.5% COLA	-	46.71	46.71	24.20	22.51	122	4.73	38.28	0.00	43.01	222	0.00	24.28	14.00	38.28
45- Ogden With 2.5% COLA	-	48.72	48.72	26.30	22.42	122	4.73	40.38	0.00	45.11	222	0.00	26.38	14.00	40.38
46- Provo With 2.5% COLA	-	42.23	42.23	19.61	22.62	122	4.73	33.69	0.00	38.42	222	0.00	19.69	14.00	33.69
47- Logan With 2.5% COLA	-	41.47	41.47	18.87	22.60	122	4.73	32.95	0.00	37.68	222	0.00	18.95	14.00	32.95
49- Other Division B With 2.5% COLA	-	32.57	32.57	9.95	22.62	122	4.73	24.03	0.00	28.76	222	0.00	10.03	14.00	24.03
76- Other Division B With 4% COLA	-	36.97	36.97	13.94	23.03	122	4.73	28.02	0.00	32.75	222	0.00	14.02	14.00	28.02
Firefighters' Retirement System															
Division A															
31- Division A	15.05	1.61	16.66	-	16.66	132	4.73	14.08	0.00	18.81	232	0.00	0.08	14.00	14.08
Division B															
32- Division B	16.71	4.34	21.05	-	21.05	132	4.73	14.08	0.00	18.81	232	0.00	0.08	14.00	14.08
Judges' Retirement System															
37- Judges' Noncontributory	-	45.76	45.76												

* Does not include the required 1.5% 401(k) contribution.

** Unfunded Actuarial Accrued Liability

1 Public School Districts and Charter School rates are effective September 1, 2024 - August 31, 2025

City Council Staff Report



Subject: First Amendment to Design Professional Services Agreement with Sparano + Mooney Architecture Community Center
Author: Ken Fisher, Recreation Director
Department: Recreation
Date: June 20, 2024

Recommendation

Authorizing the City Manager to execute the First Amendment to the Design Professional Service Agreement, in a form approved by the City Attorney, with Sparano + Mooney Architects not to exceed \$954,562 for a total contract not to exceed \$1,051,087 for design services to replace the City Park Recreation Building.

Background

Sparano + Mooney Architecture entered into a Design Professional Service Agreement in October 2023 with Park City Municipal for conceptual design to replace the City Park Recreation Building, with a total not to exceed \$96,525. It was anticipated that a contract amendment would be required to replace the City Park recreation building.

We are confident in Sparano + Mooney Architecture because of their experience designing multiple community facilities throughout the West. These range from Community Centers to Senior Centers to Childhood Education Facilities and multiple other municipal projects. A few relevant examples include the new Madeleine Choir School Field House and Early Childhood Education Center, Centro Civico Mexicano Community Center, and the Study City Recreation Center. A portfolio of their work can be seen here: <https://www.sparanomooney.com/projects>.

With such a strong portfolio of successful projects, Sparano + Mooney has proven itself a trusted partner in the design and development of locally focused community center facilities, and we hope to continue to retain their services.

Analysis

On February 15, 2024, the City Council was presented with a conceptual design for the proposed Community Center in City Park. The City Council supported the work presented and proceeded to phase II, which involves an amended contract to develop detailed construction design documents.

As currently proposed, the Park City Community Center is a new building of approximately 15,000 Gross Square Feet (GSF) that replaces the existing Recreation Building. Importantly, the new building replaces a 40-year-old undersized facility that will expand programming to include multipurpose spaces, classrooms, recreational spaces, new City Park public restrooms, and maintenance functions under separate and secure entry.

The new building concept will support the Park City Summer Day Camp and expand its capacity to accommodate approximately 150 children. Additional site programming includes replacing (2) volleyball courts and a small basketball court; new parking spaces and EV charging stalls; an entry plaza, outdoor patio, and trail connection; a fenced-in and secure playground area; and a trash/recycling enclosure.

The proposed building must be Net Zero per the Park City Land Management Code and will be an all-electric building (no combustion). It is also within the Soil Ordinance Zone.

The primary architectural context of the proposed building is Miners Hospital, a historic two-story brick structure constructed in 1904 and relocated to City Park in October of 1979. Miners Hospital is intended to remain the focus of the overall site area, with the proposed building being low in scale and with a simplified form and material palette. The proposed building takes cues from and references Miners Hospital with proportional relationships to the massing and windows (tall and thin), covered front and back 'porch' elements, and use of materials such as brick (see Exhibit A: Section 3).

The design form is driven by our desire for multi-purpose event, classroom, and recreation programming spaces; Net Zero design aspects, including a southern orientation and a large roof area to accommodate the predominant renewable energy source of photovoltaic panels; and the design requirements of the Park City Land Management Code.

The primary purpose and goals of the proposed new facility include:

- Provide indoor/outdoor community event space with a direct connection to the Park.
- Expand access to summer and school break day camps for Park City residents.
- Provide flexible multipurpose space for community programming.
- Provide universally accessible facilities for people of all ages and abilities.
- Provide a new fenced playground with an outdoor shaded seating area.
- Relocate and replace the basketball and volleyball courts.
- Provide improved park restrooms and maintenance facilities.
- Designed to meet Park City Net Zero carbon goals

Important milestone dates are as follows:

- City Council Approval to move forward with the design of the project: June 2024
- Submit applications for CUP, MPD, Plat Amendment: September 2024
- Submit for Building Permit: May 2025
- Construction Groundbreaking: August 2025

Exhibit A Concept Design Deliverables

Section 1: Project, Summary of Deliverables, and Facility Program

Section 2: Design Schedule

Section 3: Concept Architectural Drawings

Section 4: Concept Grading, Drainage, and Site Utility Drawings

Section 5: Concept Parking Plan

Section 6: Fire Access and Design Requirements
Section 7: Concept Estimate of Probable Cost

We also incorporated applicable fire-related design requirements as determined by the Park City Fire District. The Fire Flow information provided is as determined by Park City Municipal Engineering testing done on December 22, 2023.

Concept Estimate of Probable Cost: For the Concept Estimate of Probable Cost, see Section 07 of Exhibit A. We estimate the project budget, including all soft costs and construction, is approximately \$15 Million. The Concept Estimate of Probable Cost notes an estimated total project cost of \$15,145,020. This includes \$13,729,020 in construction costs and \$1,416,000 in soft costs. A balance of \$15,241,042 CIP #0386 City Park Recreation Building provides a sufficient budget.

The Concept Estimate of Probable Cost is comprehensive and includes unique aspects of the project, including removal of contaminated soil; Net Zero building requirements, including augmented building enclosure, photovoltaic array, and specialty mechanical equipment; utility considerations such as 3-phase power being brought in from the north of the site (behind 7-11), and rerouting of a major sewer line; and approximately 87,000 GSF of site development including parking, volleyball courts, basketball court, playground, trails connections, entry plaza, patio, parking, and landscaping.

Summary of Items to Address in the Next Phase of The Project

The summary includes comments from City Council, Recreation staff, RAB, public comment, and other stakeholders to address in the next phase of the project:

- Provide power at the Community Event outdoor patio area that could accommodate music performances/live bands.
- Provide bike racks on the building's north side (Park side), in addition to the ones shown near the main south side entry.
- Review the potential of adding a non-gender single-stall restroom at the Park restrooms.
- Provide a place for food truck access near the Community Event outdoor patio space.
- Review ways to increase the size of the outdoor (and undersized) basketball courts. Increase the court width to include a site seat wall or seating area.
- Review alternatives to having a basement below the maintenance portion of the building. There is groundwater in the area, and the cost of mitigating the excess excavated soil is likely considerable and may be a prohibitive design choice.
- Review alternative ways to fence the west side of the volleyball courts and the north, east, and south sides of the basketball courts.

- Determine whether we should reduce the length of the rugby field to 103 yards by moving the south goal post or maintain 109 yards by moving both goal posts. Both options meet rugby field design standards for length.

- Review ways to increase the overall size of the children's playground.

Exhibit B is Sparano + Mooney's design proposal for Schematic Design through Construction Administration for all architectural and engineering services. The scope also includes all work associated with the Master Plan Development (MPD) and Conditional Use Permit (CUP) approval process. In addition, the scope includes energy modeling and photovoltaic panel design as required for the net zero aspect of the project. Lastly, the proposal includes a food service consultant for equipment related to the catering kitchen and an acoustician so that we can get the reverb and acoustics right in the multipurpose spaces.

Funding

The project's funding is from the Recreation Building in City Park, CIP #0386, with a balance of \$15,241,042.

Attachments

Exhibit A: Concept Design Deliverables

Exhibit B: Scope of Work

CONCEPT DESIGN DELIVERABLE FOR THE
PARK CITY COMMUNITY CENTER



MAY 20, 2024

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04.	CONCEPT GRADING, DRAINAGE, AND SITE UTILITY DRAWINGS	23
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01

PROJECT
INTRODUCTION,
SUMMARY OF
DELIVERABLES, AND
FACILITY PROGRAM

INTRODUCTION

The proposed Park City Community Center is a new building of approximately 15,000 GSF that will be located at City Park in Park City, Utah. The proposed facility will replace the existing Park Recreation Building and will expand the building program to include multipurpose event, classroom, and recreational space, as well as new park restrooms and maintenance functions under separate entry. The building will support the Day Camp run by the City and will expand capacity to accommodate approximately 150 children. The site program includes the replacement of (2) volleyball courts and a basketball court; new site parking including EV charging stalls and infrastructure; hardscape including an entry plaza, outdoor patio, and trails connection; fenced playground area; and a trash/recycling enclosure. The proposed building is required to be Net Zero per the Park City Land Management Code and will be an all-electric building (no combustion). The proposed building is within the Soil Ordinance Zone (mining tailings), requiring contaminated soils to be removed and disposed of off-site.

The primary architectural context of the proposed Park City Community Center is Miners Hospital, a historic two-story brick structure constructed in 1904 and relocated to the Park in October of 1979. Miners Hospital is intended to remain the focus of the site, with the proposed Park City Community Center being low in scale with a simplified form and material palette. The proposed new building takes cues from and reference Miners Hospital with proportional relationships to the massing and windows (tall and thin), covered front and back ‘porch’ elements, and use of materials such as brick. The design form is driven by the multipurpose event, classroom, and recreation programing; the Net Zero aspects including southern orientation and a large roof area to accommodate the predominant renewable energy source of photovoltaic panels; and the design requirements of the Park City Land Management Code.

PRIMARY PROJECT PURPOSE AND GOALS

The primary purpose and goals of the proposed new facility include:

- Provide indoor/outdoor community event space with a direct connection to the Park.
- Expand access for Park City residents to summer and school break day camps.
- Provide flexible multipurpose space for community programming.
- Provide universally accessible facilities for people of all ages and abilities.
- Provide a new fenced playground with outdoor shaded seating area.
- Relocate and replace the basketball and volleyball courts.
- Provide improved park restrooms and maintenance facilities.
- Designed to meet Park City Net Zero carbon goals.

SUMMARY OF DELIVERABLE SECTIONS

Design Schedule

For the **Design Schedule**, see **Section 02** of the attached document.

Important milestone dates are as follows:

- City Council Approval to move forward with the design of the project: June 2024
- Submit applications for CUP, MPD, Plat Amendment: September 2024
- Submit for Building Permit: May 2025
- Construction Ground Breaking: August 2025

Concept Drawings

For review of the **Concept Architectural Drawings**, see **Section 03** of the attached document. .

For review of the **Concept Grading, Drainage, and Site Utility Drawings**, see **Section 04** of the attached document.

For review of the **Concept Parking Plan and Summary**, see **Section 05** of the attached document.

For review of the **Fire Access and Design Requirements**, see **Section 06** of the attached document. Please note that the proposed fire related design requirements were determine through meeting with the Park City Fire District, and the attached drawing represents a concept that satisfies the Fire Districts requirements/concerns. The Fire Flow information provided is as determined by Park City Municipal Engineering testing done on December 22, 2023.

Concept Estimate of Probable Cost

For the **Concept Estimate of Probable Cost**, see **Section 07** of the attached document. The stated budget for the project, including all soft costs and construction costs is \$15M. The Concept Estimate of Probable Cost notes an estimate total project cost of \$15,145,020. This includes \$13,729,020 in construction costs, and \$1,416,000 in soft costs. The Concept Estimate of Probable Cost is comprehensive and includes unique aspects of the project including removal of contaminated soil; Net Zero building requirements, including augmented building enclosure, photovoltaic array, and specialty mechanical equipment; utility considerations such as 3-phase power being brought in from the north of the site (behind 7-11), and rerouting of a major sewer line; and approximately 87,000 GSF of site development including parking, volleyball courts, basketball court, playground, trails connections, entry plaza, patio, parking, and landscape.

Appendices

Appendix A provides drawings concepts and alternatives reviewed by that stakeholders and that led to the preferred option for the Community Center as represented in the design drawings in Section 03 of the document.

Appendix B provides a copy of the graphics/boards that were presented in the public outreach meetings on April 10 and May 7, 2024, and a summary of comments received from the design team during these meetings. In addition, this appendix includes a summary of all comments received through the Engage Park City website, from the time of posting of the project on March 17, 2024, through May 13, 2024.

SUMMARY OF ITEMS TO ADDRESS IN THE NEXT PHASE OF THE PROJECT

The below summary includes comments from City Council, Park City Recreation administration/staff, public commentary, and other stakeholders that are to be addressed in the next phase of the project:

- Provide power at the Community Event outdoor patio area that could accommodate music performance/live bands.
- Provide bike racks at the north side (Park side) of the building, in addition to the bike racks shown near the main south side entry.
- Review the potential of adding a non-gender single stall restroom at the Park restrooms.
- Provide a place for food truck access near the Community Event outdoor patio space.
- Review ways to increase the size of the outdoor basketball courts. Increase the court width to include a site seat wall or seating area.
- Review alternatives to having a basement below the maintenance portion of the building. There is groundwater in the area, and the cost of mitigating the excess excavated soil is cost prohibitive.
- Review alternative ways to fence the west side of the volleyball courts, and north, east, and south sides of the basketball courts.
- Determine if we reduce the length of the rugby field to 103 yards by moving the south goal post, or if we move both goal posts and maintain 109 yards. Both options meet rugby field design standards for length.
- Review if there are ways to increase the size of the playground.

PARK CITY COMMUNITY CENTER

FACILITY PROGRAM SUMMARY

January 2024

Community Center/Youth Camp	Net Assigned Square Ft.(NASF)	Notes/Requirements
Entry Vestibule	100 SF.	
Info/Waiting/Lobby	500 SF.	- Info/Reception Desk
Community Multipurpose/Event	2,000 SF.	- Direct connection to Outdoor Patio
Catering Kitchen	430 SF.	- Warming/Serving to support events
Table/Chair Storage	235 SF.	- Table/Chair Cart Storage
Youth Camp Check-in/Office	160 SF.	
Youth Camp Office	160 SF.	
Staff Support Room	330 SF.	- Staff Lockers, Sink, Food Prep.
Community/Youth Camp Multipurpose Classroom	2,200 SF.	- Sink, Room Divider System
Activity Storage	80 SF.	- Youth Camp art and activity supplies
Community/Youth Camp Multipurpose Recreation	3,100 SF.	- Sink, Bench with Cubbies
Multipurpose Storage	360 SF.	
Total: 9,655 NASF.		

Building Support	Net Assigned Square Ft.(NASF)	Notes/Requirements
Building Restrooms	500 SF.	
Janitorial Rooms	150 SF.	
Mechanical Room	700 SF.	
Electrical Room	160 SF.	
Communication Room	100 SF.	
Fire Riser Room	70 SF.	
General Building Storage	100 SF.	- Mechanical filters, attic stock, etc...
Total: 1,780 NASF.		

01
PROJECT
INTRODUCTION,
SUMMARY OF
DELIVERABLES, AND
FACILITY PROGRAM



PARK CITY COMMUNITY CENTER
FACILITY PROGRAM (Continued)

Park Restrooms/Maintenance	Net Assigned Square Ft.(NASF)	Notes/Requirements
Park Restrooms	500 SF.	
Maintenance Space	1,000 SF.	-Park/Building Supply/Equip. Storage**
Total: 1,500 NASF.		

Building Total NASF:	12,935 NASF
Building Total GSF:	15,850 GSF*

*Total Gross Square Footage (GSF) assumes a space factor of 1.2 (includes circulation, mechanical chases, interior/exterior walls).

Outdoor Space	Notes/Requirements
Entry Plaza	1,000 SF.
Outdoor Patio (Multipurpose/Event)	1,600 SF.
Playground/Covered Outdoor Seating	8,200 SF.
Basketball Court	4,320 SF.
(2) Volleyball Courts	7,700SF.
Trash/Recycling Enclosure	180 SF.
Motor Vehicle Parking Stalls	TBD
Electric Vehicle Infrastructure	TBD
Bicycle Parking	TBD
Art Sculpture (Percent-for-Art Policy)	TBD

** High pressure water access required for cleaning plazas, tables, etc...

02

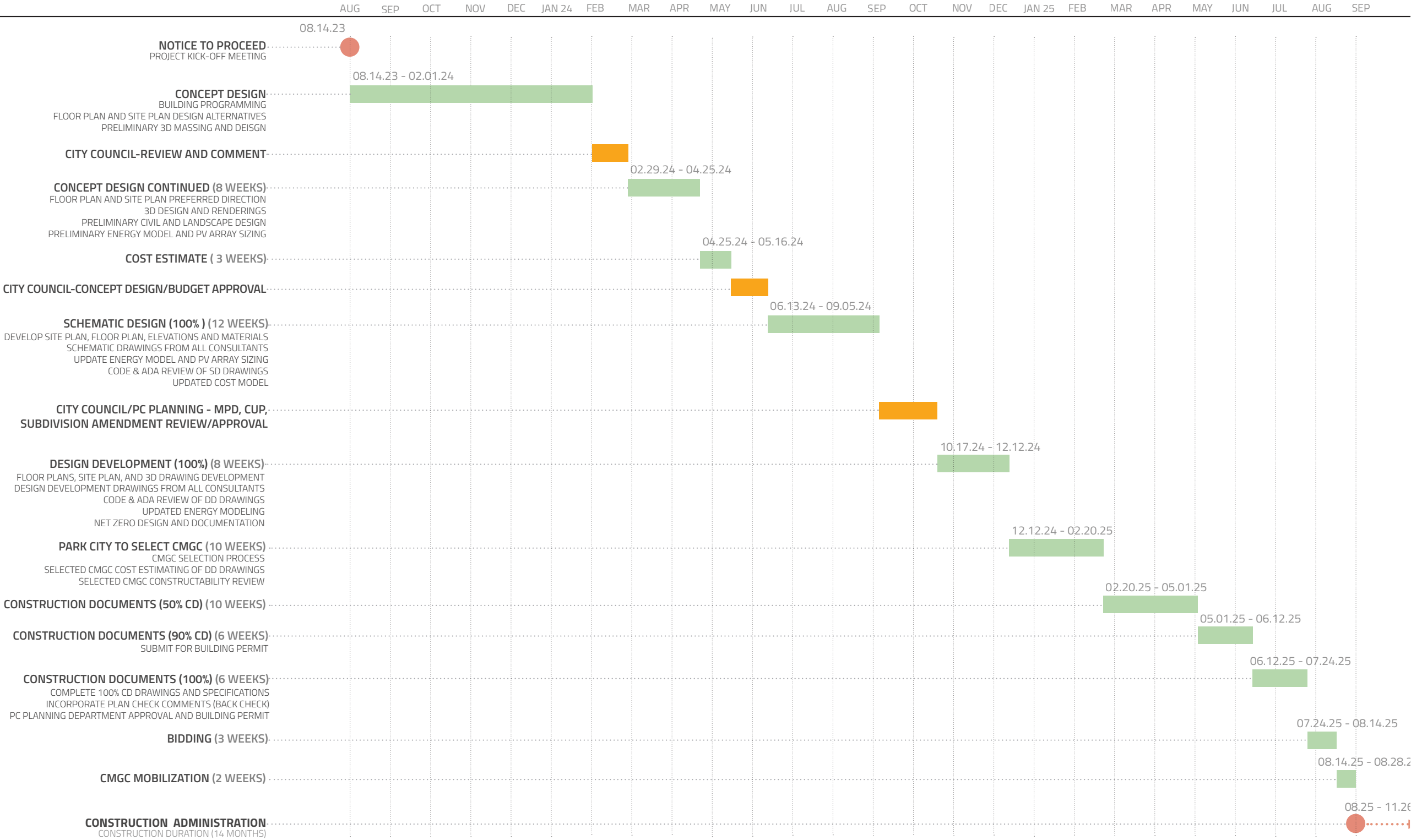
DESIGN SCHEDULE

PROJECT DESIGN SCHEDULE
PARK CITY COMMUNITY CENTER

22 NOV 2023



SPARANO + MOONEY ARCHITECTURE



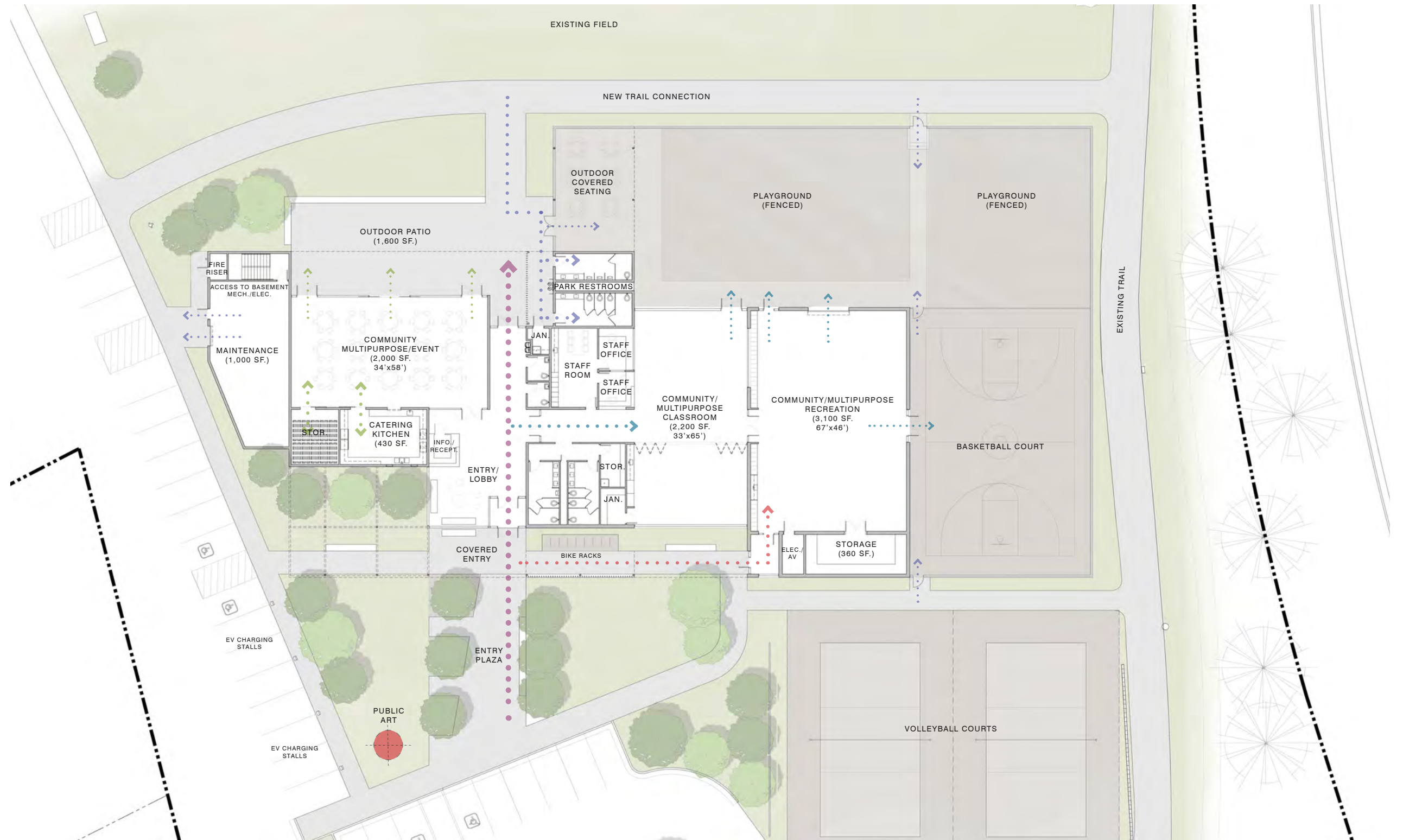
02
DESIGN SCHEDULE

03

CONCEPT ARCHITECTURAL DESIGN DRAWINGS



03
CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS



FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER



03
CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

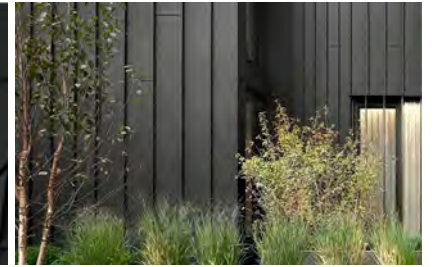




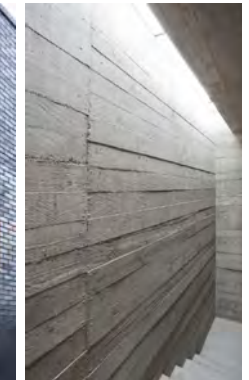
ROOF MOUNTED SOLAR PANELS



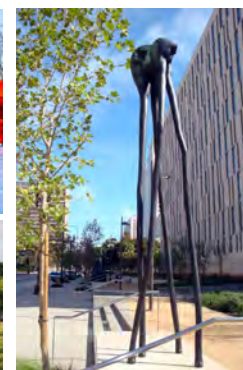
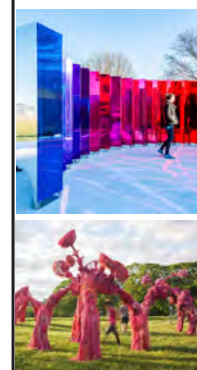
WOOD/METAL LOUVERS



METAL PANEL AT FASCIA/UPPER VOLUME



MASONRY/BRICK/CONCRETE BASE



PUBLIC ART



NATIVE LANDSCAPE



INTEGRAL LIGHTING/SEATING

CONCEPT MASSING AND DESIGN ELEMENTS

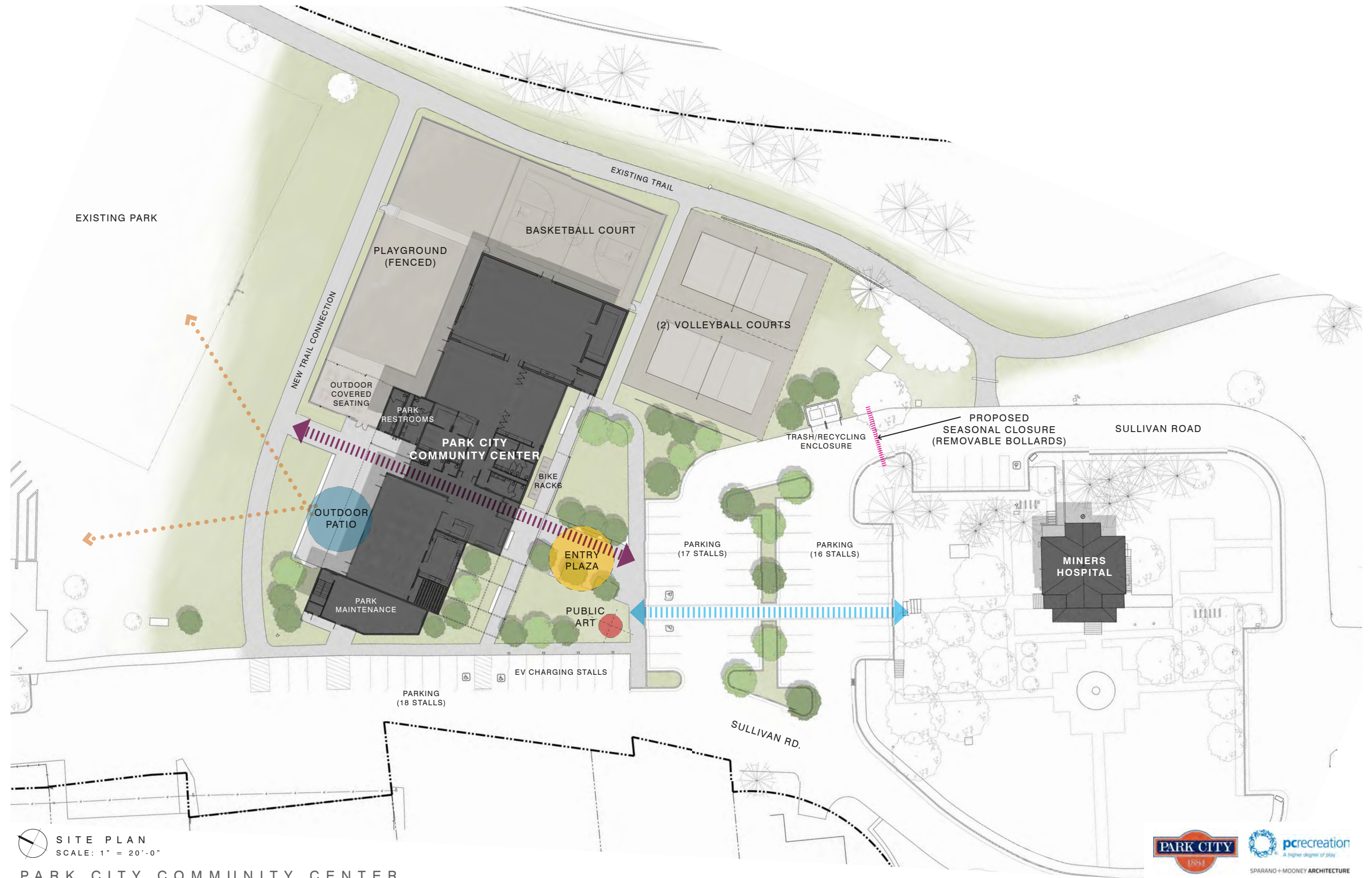
PARK CITY COMMUNITY CENTER



SPARANO+MOONEY ARCHITECTURE

03 CONCEPT ARCHITECTURAL DESIGN DRAWINGS

03
CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS



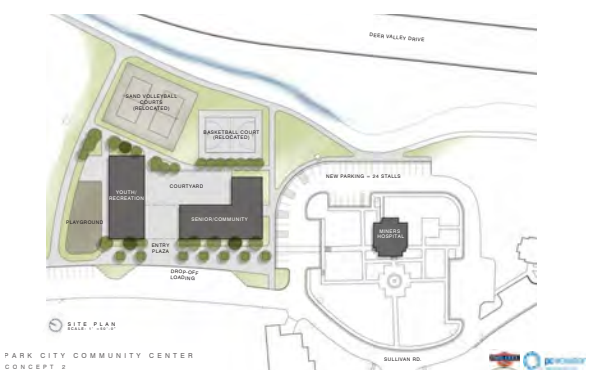
03 CONCEPT ARCHITECTURAL DESIGN DRAWINGS

PROCESS STUDIES

PARK CITY COMMUNITY CENTER



PARK CITY COMMUNITY CENTER





03

CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

SOUTH FACADE - ENTRY VIEW

PARK CITY COMMUNITY CENTER

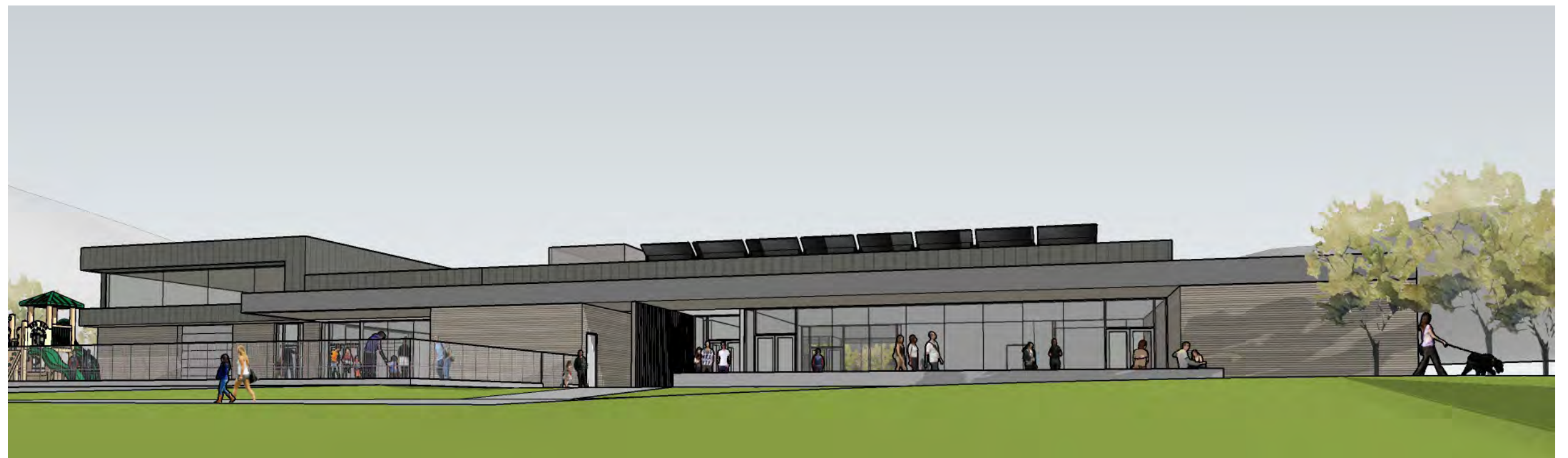
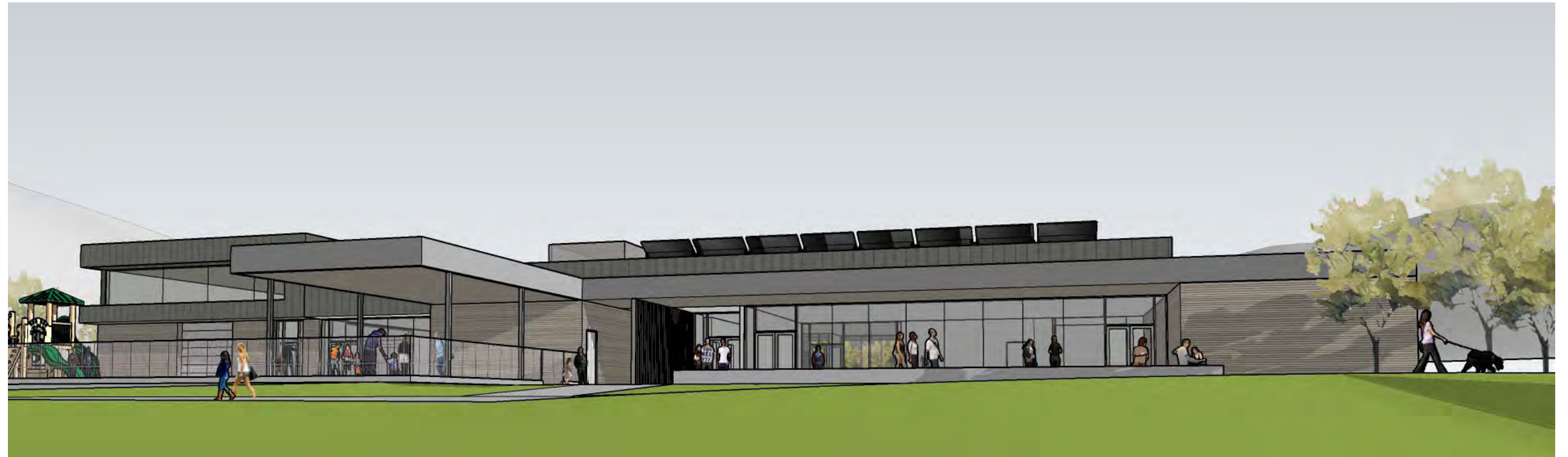


03

CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

COVERED ENTRY VIEW

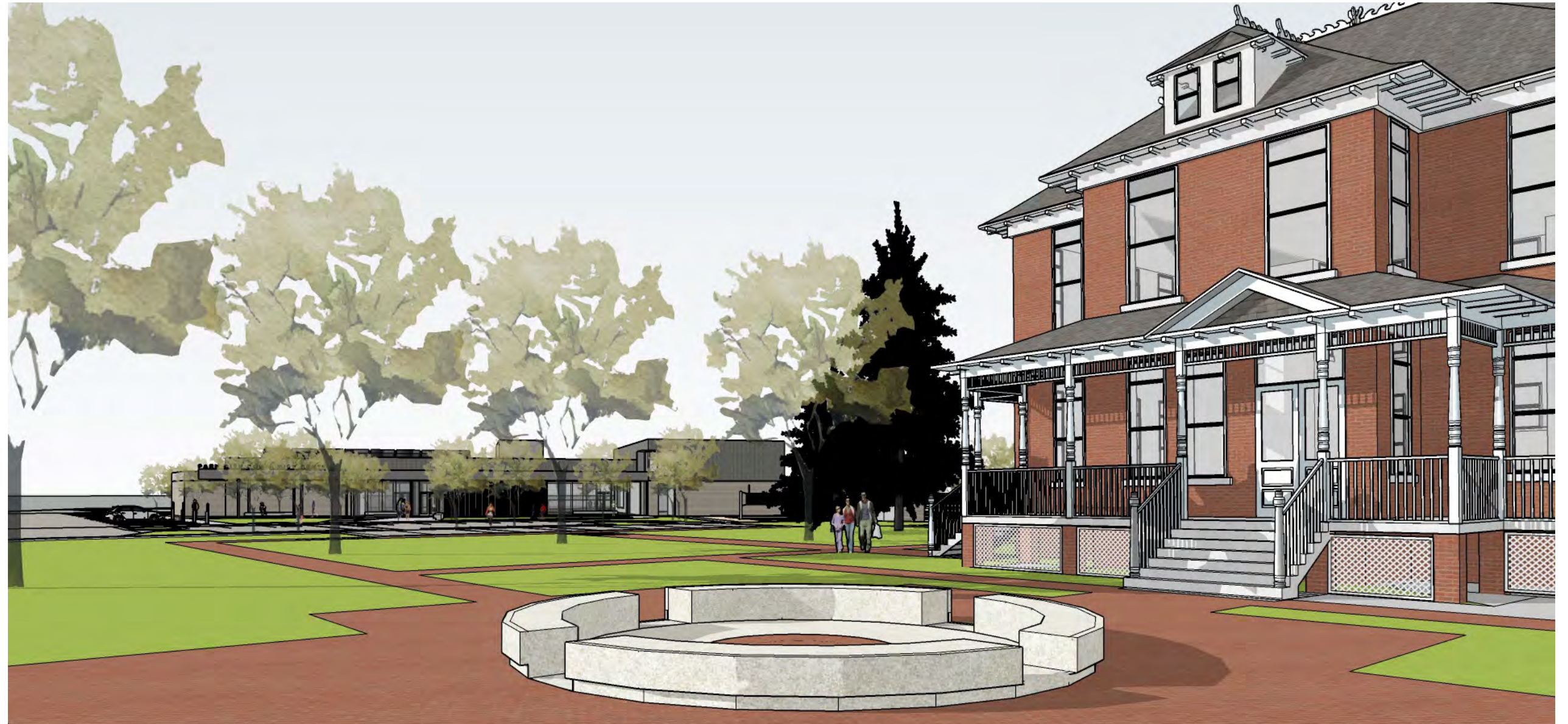
PARK CITY COMMUNITY CENTER



NORTH FACADE - PARK SIDE VIEW

PARK CITY COMMUNITY CENTER

03
CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

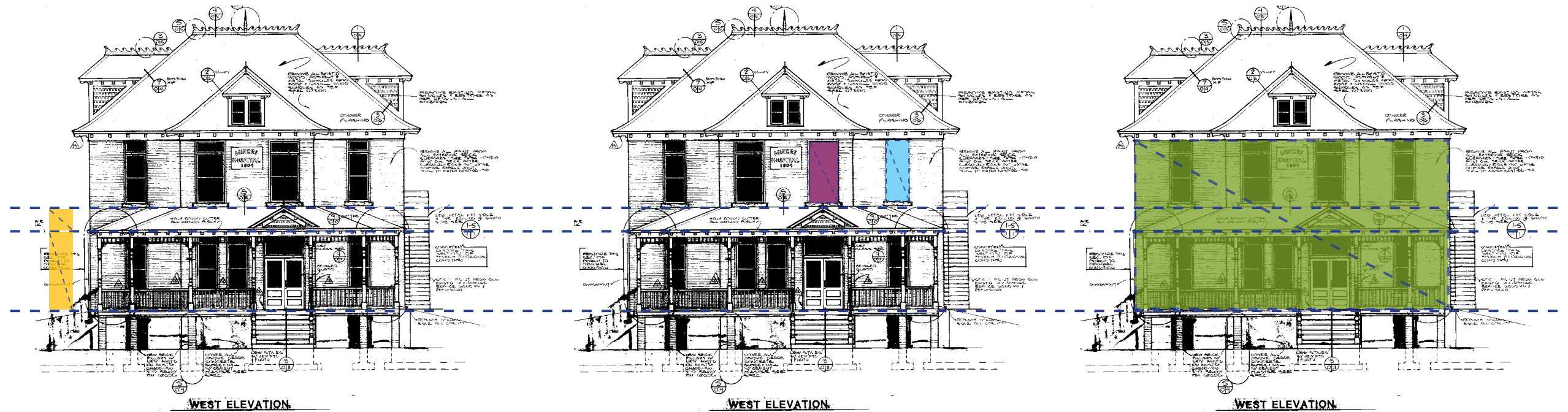
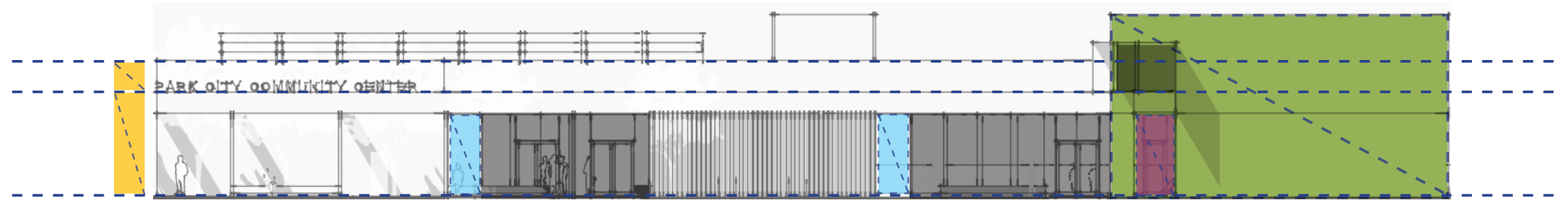


03

CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

VIEW FROM MINERS - LOOKING NORTH

PARK CITY COMMUNITY CENTER



03

CONCEPT
ARCHITECTURAL
DESIGN DRAWINGS

PROPORTIONAL RELATIONSHIP TO MINERS

PARK CITY COMMUNITY CENTER

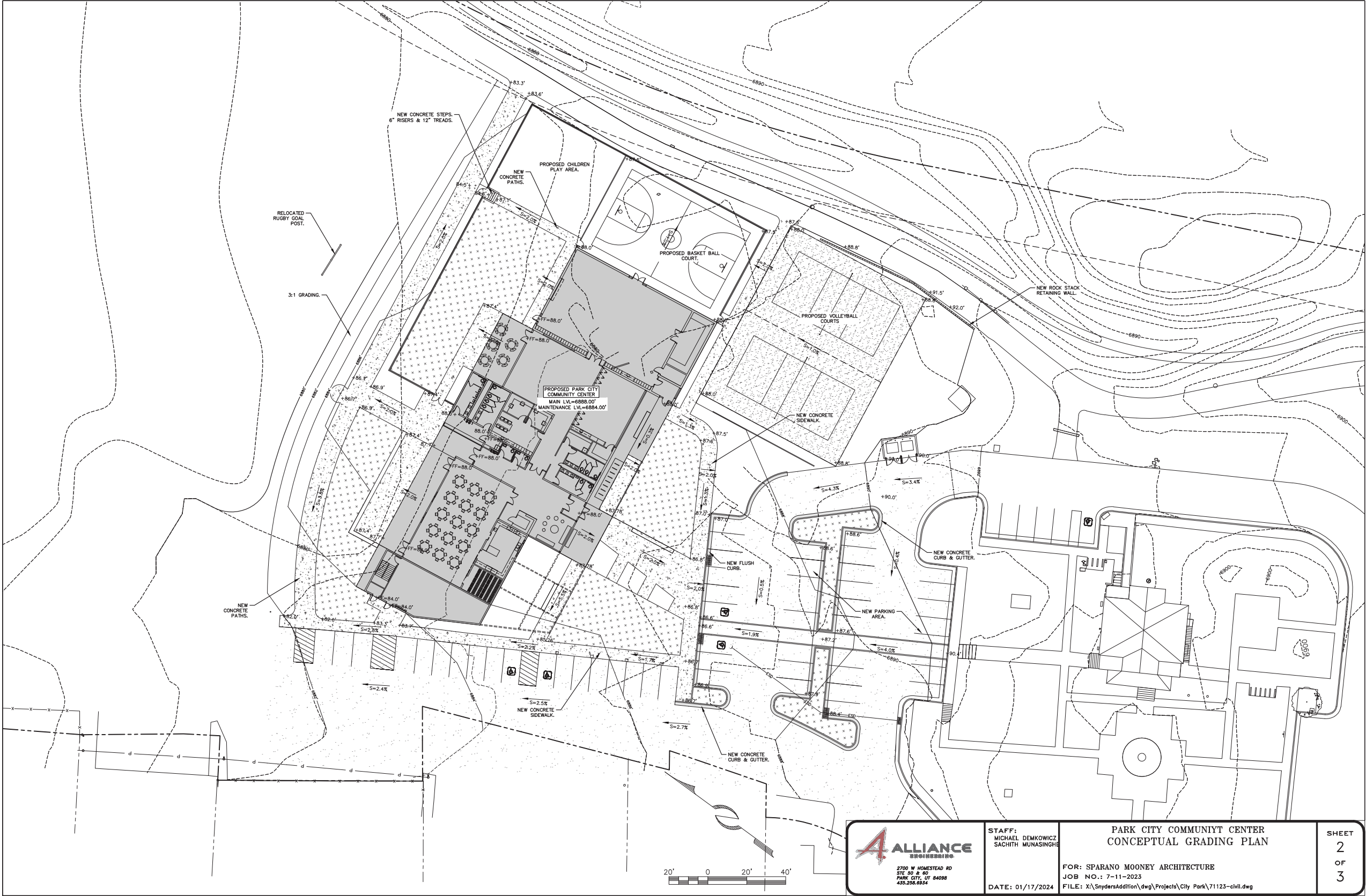
04

CONCEPT GRADING,
DRAINAGE, AND SITE
UTILITY DRAWINGS

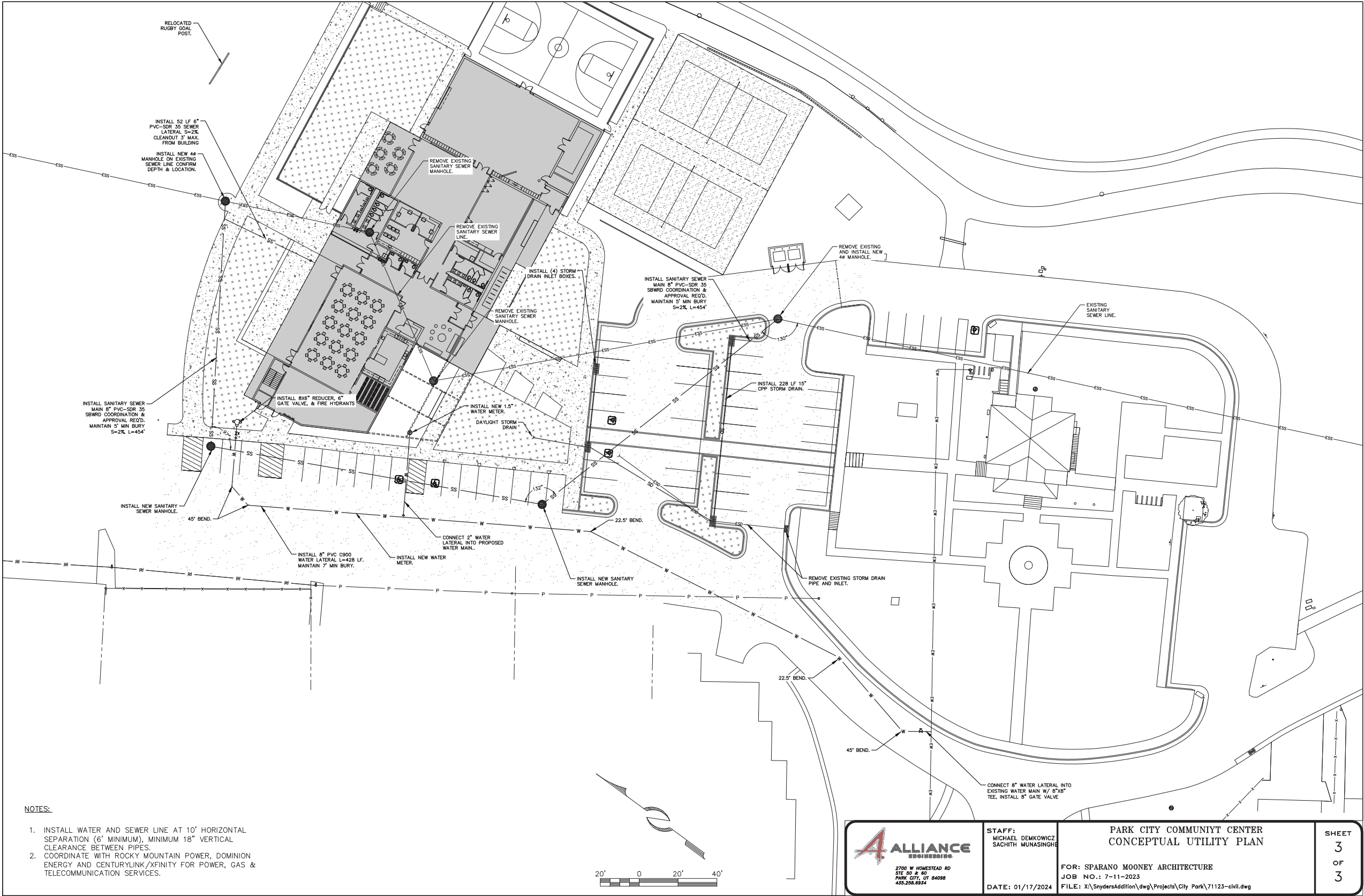
04
CONCEPT GRADING,
DRAINAGE, AND SITE
UTILITY DRAWINGS



04
CONCEPT GRADING,
DRAINAGE, AND SITE
UTILITY DRAWINGS



04
CONCEPT GRADING,
DRAINAGE, AND SITE
UTILITY DRAWINGS



04

SYMBOLS LEGEND	
SYMBOL	DESCRIPTION
ELECTRICAL POWER AND DISTRIBUTION	
	DISCONNECT, FUSED (ONE-LINE DIAGRAM).
	DISCONNECT, NONFUSED (ONE-LINE DIAGRAM).
	DISCONNECT WITH FUSE AND MOTOR STARTER COMBINATION (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, MOLDED CASE (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, MOLDED CASE WITH SHUNT TRIP (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, MOTOR CIRCUIT PROTECTION (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, ADJUSTABLE TRIP. "225A" REPRESENTS THE RATING AND "150A" REPRESENTS THE TRIP SETTING. (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, SOLID STATE (ONE-LINE DIAGRAM).
	CIRCUIT BREAKER, SOLID STATE WITH GROUND FAULT PROTECTION (ONE-LINE DIAGRAM).
	MOTOR.
	TRANSFORMER (ONE-LINE DIAGRAM).
	DISTRIBUTION PANELBOARD, MOTOR CONTROL CENTER, PUMP-IN BUSWAY, MEDIUM VOLTAGE SWITCHBOARD (ONE-LINE DIAGRAM).
	PANELBOARD (ONE-LINE DIAGRAM).
	PANELBOARD WITH MAIN LUGS ONLY. BUS SIZE AND PHASE AS SHOWN (ONE-LINE DIAGRAM).
	PANELBOARD WITH MAIN CIRCUIT BREAKER. SIZE AND PHASE AS SHOWN (ONE-LINE DIAGRAM).
	PANELBOARD WITH MAIN AND SUB FEED CIRCUIT BREAKER (ONE-LINE DIAGRAM).
	PANELBOARD WITH MAIN LUGS ONLY AND SURGE PROTECTION WITH CIRCUIT BREAKER (ONE-LINE DIAGRAM).
	PANELBOARD WITH SUB FEED LUGS (ONE-LINE DIAGRAM).
	PANELBOARD WITH CIRCUIT BREAKER AND SUB FEED LUGS (ONE-LINE DIAGRAM).
	TRANSFER SWITCH (ONE-LINE DIAGRAM).
	DIGITAL MULTIMETER (ONE-LINE DIAGRAM).
	EARTH GROUND (ONE-LINE DIAGRAM).
	SERVICE ENTRANCE SURGE PROTECTION (ONE-LINE DIAGRAM).
	METER.
	PANELBOARD CABINET, SURFACE MOUNTED, 1 SECTION.
	PANELBOARD CABINET, SURFACE MOUNTED, 2 SECTION.
	DISTRIBUTION PANEL OR SWITCHBOARD.
	TRANSFORMER (SEE ONE-LINE FOR SIZE)
	ARC ENERGY REDUCTION

DEFINITIONS

SITE COORDINATION

ELECTRICAL SHEET INDEX

**SPARANO+MOONEY
ARCHITECTURE**

57 WEST 2100 SOUTH
SALT LAKE CITY, UT 84115
www.sparanomooney.com
T 801.746.0234 F 801.746.0233

1400 SULLIVAN RD
PARK CITY, UTAH 84060

PARK CITY COMMUNITY
CENTER

SPECTRUM
ENGINEERS

324 S. State St., Suite 400
Salt Lake City, UT 84111
800-678-7077
801-328-5151
fax: 801-328-5155
www.spectrum-engineers.com

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THE ELECTRICAL CONTRACTOR SHALL MEET WITH AND COORDINATE WITH ALL SERVICE PROVIDERS (ELECTRICIAN, PLUMBER, MECHANICAL, ETC.) TO THE FACILITY ON SITE PRIOR TO ANY WORK BEING PERFORMED. CONFORM WITH ALL SERVICE PROVIDER REQUIREMENTS AND STANDARDS. CONFORM WITH ALL SERVICE PROVIDER CODES. CONFORM WITH ALL SERVICE PROVIDER'S CURRENT STANDARDS AND SPECIFICATIONS. PROVIDE ALL NECESSARY CONDUIT, CABLE, ETC. AS REQUIRED BY THE SERVICE PROVIDER WHETHER SHOWN ON THE DRAWINGS OR NOT. COORDINATE ALL UNDERGROUND CONDUIT AND CABLE ROUTING TO EXISTING UNDERGROUND UTILITY RECORDS.

ALL POLE MOUNTED LIGHTS SHALL BE INSTALLED IN STRAIGHT LINES, SQUARE, AND PLUMB, FOR ALL LIGHT FIXTURES, POLE LIGHTS, AND ALL OTHER ELECTRICAL DEVICES THE CONTRACTOR SHALL COORDINATE EXACT LOCATION WITH ALL SERVICE PROVIDERS. PROVIDE ALL NECESSARY CONDUIT, CABLE, ETC. AS REQUIRED BY THE SERVICE PROVIDER WHETHER SHOWN ON THE DRAWINGS OR NOT. COORDINATE ALL UNDERGROUND CONDUIT AND CABLE ROUTING TO EXISTING UNDERGROUND UTILITY RECORDS.

CONTRACTOR IS RESPONSIBLE FOR ALL TRENCING, BACKFILL, COMPACTION AND REPAIRS. PROVIDE ALL NECESSARY CUTTING AND REPLACEMENT TO MATCH EXISTING SURFACES ASSOCIATED TO ALL ELECTRICAL UNDERGROUND RACEWAYS AND CABLES. COORDINATE WITH ALL SERVICE PROVIDERS. PROVIDE ALL NECESSARY UNDERGROUND RACEWAY DETAILS FOR REQUIREMENTS FOR EACH TRENCH.

THE CONTRACTOR SHALL HAVE ANY AND ALL CONCRETE POLE BASES AND CONCRETE SLABS REVIEWED BY A STRUCTURAL ENGINEER AND SHALL MODIFY DESIGN PER STRUCTURAL ENGINEERS AND OR CIVIL'S RECOMMENDATIONS.

PROVIDE PHOTOCELL ON NORTH SIDE OF FACILITY TO CONTROL EXTERIOR LIGHTS.

REFER TO PLANS FOR CONSTRAINTS ON PHYSICAL, DIMENSION AND CLEARANCE REQUIREMENTS OF EQUIPMENT. PROVIDE EQUIPMENT DIMENSIONS THAT FALL WITHIN THE CONSTRAINTS OF EACH SPECIFIC LOCATION.

PROVIDE SERVICE RATIO EQUIPMENT AT EACH SERVICE ENTRANCE.

SERVICE EQUIPMENT SHALL BE LEGALLY MARKED IN THE FIELD WITH THE MAXIMUM AVAILABLE FAULT CURRENT. VERIFY OR RE-CALCULATE THE AVAILABLE FAULT CURRENT AT THE SERVICE WHERE MODIFICATIONS TO THE ELECTRICAL INSTALLATION OCCUR. PROVIDE ALL NECESSARY CONDUIT, CABLE, ETC. AS REQUIRED BY THE SERVICE PROVIDER WHETHER SHOWN ON THE DRAWINGS OR SUPPLY CALCULATIONS WHERE APPLICABLE. SEE NEC 110.2.4. (B).

ALL SITE LIGHTING SHALL BE A MINIMUM 10' AWG BRANCH CIRCUIT SHALL BE INCREASED IN SIZE FOR ACTUAL LENGTHS LONGER WIRING OR SHOWN CONDUCTOR SIZE SPECIFICATIONS.

CONTRACTOR SHALL POTHOLE AND FIELD LOCATE ALL EXISTING UTILITY CROSSINGS THAT OCCUR FOR THE UNDERGROUND ELECTRICAL WORK SHOWN PRIOR TO EXCAVATION.

ALL UNDERGROUND CONDUIT BENDS SHALL BE LONG SWEEP FORTY FIVE DEGREE.

CONDUIT ROUTING IS SHOWN DIAGRAMMATICALLY. ADJUST THE ROUTING OF THE CONDUIT TO BE UP TO 90° HORIZONTALLY OR 9° DEEPER AS REQUIRED TO AVOID OTHER UTILITIES AND OBSTRUCTIONS AS PER CLEARANCE REQUIREMENTS.

COORDINATE LOCATIONS, SIZES, DEPTHS, ETC. OF ALL STRUCTURAL CONDUIT, POTHOLE, WALLS, ETC. WITH STRUCTURAL INSTALLER PRIOR TO ROUGH-INTRENCING.

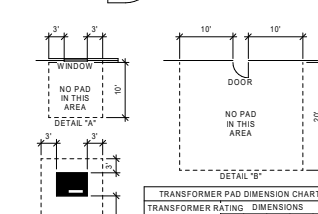
COORDINATE LOCATIONS AND DIMENSIONS OF CONDUIT BLOCKOUTS WITH STRUCTURAL INSTALLER PRIOR TO ROUGH-IN. CONTRACTOR SHALL SLEEVE ALL CONDUIT BLOCKOUTS FOR ALL STRUCTURAL INSTALLER. PROVIDE ALL NECESSARY SLEEVES AND DIMENSIONS FOR SLEEVES DATED REQUIREMENTS.

FOR A RE THESE DOCUMENT

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CENTER

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ELECTRICAL SITE PLAN



ELECTRICAL SITE DETAILS 9

04
CONCEPT GRADING,
DRAINAGE, AND SITE
UTILITY DRAWINGS

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MISCOTTY SERVICE CALCULATION									
NEW CONSTRUCTION AREA F11									
ELECTRICAL SERVICE VOLTAGE (V)									
ELECTRICAL SERVICE PHASE (PH)									
DESCRIPTION	NOM	VARY	HP	QTY	KVA	FACTOR	NEC DEMAND	LOADS	NOTES
A. LIGHTING LOAD		1.0		22.3	120%		26	76	1
B. RECEPTACLE LOAD (TYPICAL TO KVA)				10	100%		10	29	2
C. RECEPTACLE LOAD REMAINING +1% KVA		1		10	100%		10	21	3
D. MOTOR LOAD		2		10	100%		30	83	4
E. TOTAL LOAD				10	100%		100	270	5
F. KITCHEN EQUIPMENT LOAD		0.5		7.5	100%		8	21	6
G. SPECIFIC APPLIANCE LOADS		1		10	100%		10	29	7
H. MISCELLANEOUS LOAD		0.5		7.5	100%		8	21	8
I. ELEV (EV CHARGER)		6.0		10	60.0		60	163	9
J. TOTAL LIGHTING				22.3	120%		26	76	10
K. LARGEST MOTOR			25	23.0	25%		6	16	4
TOTAL									
BUILDING SERVICE VOLTAGE									
SERVICE SPACE CAPACITY (N/A)									
TOTAL WSP									
Consistent Enclosure No									
Delivery Voltage: 208/120V - 3 Phase									
Customer Electrical Panel Size: 1000 Amps									
Primary Conduit Size: 4									
Conductors per Phase (Secondary): 3									
No of Meters Needed: 1									
Desired Location of Service to Building: Northwest side of building in exterior utility yard									
NOTES									
1. LIGHTING LOAD PER NEC 220.12									
2. LOAD BASED ON ACTUAL CALCULATED LOAD OR 1 VA/F, WHICHEVER IS GREATER. RECEPTACLE DEMAND FACTOR BASED ON NEC TABLE 220.44									
3. MOTOR LOAD CALCULATED AS PER NEC 220.50, 430.24, 430.25, 430.26, AND 440.6									
4. LARGEST MOTOR LOAD AS PER NEC 220.50, 430.24									
5. NOT USED									

PV SYSTEM BASIS OF
DESIGN CALCULATIONS

BUILDING SIZE: 15,000 SF
BUILDING ROOF SIZE: 14,330 SF
BUILDING ROOF SIZE WITH 10FT CLEARANCE: 9,850 SF
BUILDING ROOF SIZE WITH 6FT CLEARANCE: 11,505 SF
BUILDING LOAD: 18 KWH/5F
BUILDING LOAD (YEARLY): 270,000 KWH/YEAR
PV SYSTEM SIZE (DC): 200 KW
PV SYSTEM SIZE (AC): 160 KW
ROOF AREA REQUIRED: 12,406 SF
PERCENT OF ROOF FOR PV: 108% (W/ 6FT CLEARANCE)
PV W/8F BUILDING: 13.3 W/SF
PV MODULES
MODULE WATTAGE: 450 WATT
MODULE QUANTITY: 444
MODULE SIZE: 87" X 42" (25.375 SF)
MODULE WEIGHT: 54 LBS
INVERTERS
INVERTER WATTAGE: 50 KW
INVERTER QUANTITY: 4
HOURS OF SUNLIGHT/DAY: 5 HOURS
PV KWH/DAY: 500 KWH
PV KWH/YEAR: 298,000 KWH (AVERAGE WITH SYSTEM LOSSES)
BUILDING LOAD OFFSET FOR NET ZERO: 110%
ARRAY SYSTEM
PV ARRAY TYPE: BALLESTED MOUNT ROOF
ARRAY AZMUTH FROM NORTH: 180 DEGREES
ARRAY TILT: 20 DEGREES
SYSTEM WARRANTY
20 YEAR MODULE WARRANTY DEGRADATION

SHEET KEYNOTES

ALUMINUM CONDUCTOR
AND CONDUIT SCHEDULE

SCHEDULE NUMBER									
SUBSCRIPT (NOTE 5)									
SYM	AMP	CONDUIT	CONDUCTOR (NOTE 1)	QTY	SIZE	G	IG	SE	NOTES
EA	20	-	75	2	12	12	12	8	2
EA	20	-	75	3	12	12	12	8	2.3
EA	20	24	75	4	12	12	12	8	2.3
EA	30	-	75	2	10	10	10	8	2
EA	30	-	75	3	10	10	10	8	2
EA	30	32	75	4	10	10	10	8	2
EA	40	-	1	2	8	10	8	6	2
EA	40	-	1	3	8	10	8	6	2
EA	40	44	1	4	8	10	8	6	2
EA	55	-	1	2	6	10	8	4	2
EA	55	-	1	3	6	10	8	4	2
EA	55	60	1.25	4	6	10	8	4	2
EA	70	-	1	2	4	8	4	2	2
EA	70	-	1.25	3	4	8	4	2	2
EA	70	76	1.25	4	4	8	4	2	2
EA	85	-	1.25	2	3	8	3	2	2
EA	85	-	1.25	3	3	8	3	2	2
EA	85	82	1.25	4	3	8	3	2	2
EA	95	-	1.25	3	2	8	2	2	2
EA	95	104	1.50	4	2	8	2	2	2
EA	130	-	1.50	4	1	6	2	2	2
EA	130	116	1.50	4	1	6	2	2	2
EA	150	-	2	3	10	8	2	10	2
EA	150	136	2	4	10	8	2	10	2
EA	175	-	2	3	20	6	2	20	2
EA	175	156	2	4	20	6	2	20	2
EA	200	-	2	3	30	6	2	30	2
EA	200	180	2.50	4	30	6	2	30	2
EA	230	-	2.50	3	40	4	2	20	2
EA	230	208	2.50	4	40	4	2	20	2
EA	250	-	2.50	3	250	4	1	20	2
EA	250	232	2.50	4	250	4	1	20	2
EA	310	-	3	350	3	10	30	1	2
EA	310	280	3	4	350	3	10	30	2
EA	380	-	3.50	3	500	3	30	30	2
EA	380	344	4	4	500	3	30	30	2
EA	400	-	2 EA 2	3	35	3	30	30	2
EA	400	360	2 EA 2.50	4	30	3	30	30	2
EA	510	-	2 EA 2.50	3	250	1	40	30	2
EA	510	464	2 EA 3	4	250	1	40	30	2
EA	600	-	2 EA 3	3	350	10	40	30	2.4
EA	600	560	2 EA 3	4	350	10	40	30	2.4
EA	760	-	2 EA 3.50	3	500	10	40	30	2.4
EA	760	688	2 EA 4	4	500	10	40	30	2.4
EA	850	-	3 EA 3	3	300	40	30	30	2.4
EA	850	768	3 EA 3	4	300	20	40	30	2.4
EA	1000	-	3 EA 3.50	3	400	20	40	30	2
EA	1000	912	3 EA 3.50	4	400	20	40	30	2
EA	1140	-	3 EA 4	3	500	30	40	30	4
EA	1140	1032	3 EA 4	4	500	30	40	30	4
EA	1240	-	4 EA 3	3	350	30	40	30	4
EA	1240	1120	4 EA 3	4	350	30	40	30	4
EA	1675	1520	5 EA 4	4	400	40	40	40	4
EA	2010	1824	6 EA 4	4	400	250	250	4	4
EA	2660	2408	7 EA 4	4	500	350	350	350	4
EA	3040	2752	8 EA 4	4	500	500	500	500	4
EA	4180	3784	11 EA 4	4	500	500	500	500	4
EA	1200	-	5 EA 4	-	-	-	-	-	6
EA	3000	-	10 EA 8	-	-	-	-	-	6
EA	10	-	10 EA 4	-	-	-	-	-	6

CONDUCTOR AND CONDUIT SCHEDULE NOTES
1. CONDUCTORS SHOWN ARE SHOWN FOR EACH CONDUIT WITH MODIFICATIONS AS NOTED IN NOTE 5. ALL CONDUCTORS SHOWN ARE THWUN UNLESS OTHERWISE NOTED.
2. PROVIDE EQUIPMENT GROUND CONDUCTORS PER TABLE 250-122 WHEN CIRCUIT BREAKERS ARE SIZED GREATER THAN AMPERE RATING SHOWN IN TABLE.
3. PROVIDE #10 NEUTRALS FOR MULTIWIRE BRANCH CIRCUITS SERVING COMPUTERS.
4. GROUND (G) CONDUCTOR MAY BE DELETED ON SERVICE ENTRANCE CONDUCTORS.
5. SYMBOL SUBSCRIPTS:
"2N": INCLUDE TWO NEUTRAL CONDUCTORS SIZED AS SCHEDULED FOR PHASE AND NEUTRAL CONDUCTORS WHERE THE CONDUCTOR IS #10 OR LARGER. INCLUDE A SINGLE 200% RATED CONDUCTOR THAT IS TWICE THE AMPACITY OF THE SCHEDULED PHASE AND NEUTRAL CONDUCTOR WHERE THE CONDUCTOR IS BELOW #10 IN SIZE.
"IC": PROVIDE CIRCUIT INTEGRITY CABLE; TYPE TWO-HOUR FIRE RESISTIVE CABLES IN CONDUIT OR PROVIDE FEEDER ENCASED IN CONCRETE.
"FG": FULL SIZE GROUND, SIZE EQUIPMENT GROUNDING CONDUCTOR TO BE SAME SIZE AS THE PHASE CONDUCTORS.
"HN": NEUTRAL CURRENTS EXIST DUE TO HIGH HARMONIC "NON-LINEAR" LOADS. CURRENT CARRYING CONDUCTORS DERATED ACCORDINGLY. PROVIDE THE IGH#Y SIZE FOR THE EQUIPMENT GROUNDING CONDUCTOR.
"IG": INCLUDE IG (INSULATED/ISOLATED GROUND CONDUCTOR) SCHEDULED ALONG WITH THE GROUND OF EQUIPMENT GROUND CONDUCTOR.
"MC": PROVIDE FEEDER IN METAL-CLAD CABLE; TYPE MC IN PLACE OF SINGLE CONDUCTORS IN CONDUIT.
"SE": SUBSTITUTE "SE" CONDUCTOR FOR "G" CONDUCTOR SHOWN, WHICH IS SIZED FOR THE GROUNDING OF THE SECONDARY OF THE SEPARATELY DERIVED SYSTEM.
"SER": PROVIDE SERVICE-ENTRANCE CABLE; TYPE SE OR SER IN PLACE OF SINGLE CONDUCTORS IN CONDUIT.
6. RACEWAY ONLY. CONDUCTORS PROVIDED BY UTILITY.
7. ALUMINUM CONDUCTORS NOT TO BE USED FOR CONNECTION TO MOTORS OR MOTOR DRIVEN EQUIPMENT.

GENERAL SHEET NOTES

1. PROVIDE NEMA 3R ENCLOSURES FOR EQUIPMENT LOCATED OUTDOORS. REFER TO PLANS FOR EQUIPMENT LOCATIONS.
2. REFER TO PLANS FOR CONSTRAINTS ON PHYSICAL DIMENSIONS AND CLEARANCE REQUIREMENTS OF EQUIPMENT. PROVIDE EQUIPMENT DIMENSIONS THAT FALL WITHIN THE CONSTRAINTS OF EACH SPECIFIC LOCATION.
3. ALL EQUIPMENT SHALL BE CONSTRUCTED AND BRACED FOR THE SEISMIC CONDITIONS OF THE PROJECT. REFER TO ELECTRICAL SPECIFICATIONS FOR REQUIREMENTS.
4. PROVIDE PERFORMANCE TESTING FOR GROUND-FAULT PROTECTION SYSTEMS ON SITE WITH A WRITTEN RECORD OF THIS TEST SUBMITTED TO THE AUTHORITY HAVING JURISDICTION PER NEC 280.9(C).
5. ALL CONDUCTORS MUST BE INSTALLED IN A MANNER THAT PROTECTS THEM FROM PHYSICAL DAMAGE.
6. SUPPORT AND SECURE ALL WIRING BENEATH THE ARRAY.
7. PV WIRE JUMPERS BETWEEN ROWS SHALL BE INSTALLED IN 1" MT MOUNTED A MINIMUM 2" ABOVE ROOF.

COPPER CONDUCTOR AND
CONDUIT SCHEDULE

SCHEDULE NUMBER										
SUBSCRIPT (NOTE 5)										
(E G S)										
SYM	AMP	HH	CONDUIT	CONDUCTOR (NOTE 1)	QTY	SIZE	IGHM	SE	NOTES	
10	20	-	75	2	12	12	12	8	2	
EA	20	-	75	3	12	12	12	8	2.3	
EA	20	24	75	4	12	12	12	8	2.3	
EA	30	-	75	2	10	10	10	8	2	
EA	30	-	75	3	10	10	10	8	2	
EA	30	32	75	4	10	10	10	8	2	
EA	40	-	1	2	8	10	8	6	2	
EA	40	-	1	3	8	10	8	6	2	
EA	40	44	1	4	8	10	8	6	2	
EA	55	-	1	2	6	10	8	4	2	
EA	55	-	1	3	6	10	8	4	2	
EA	55	60	1.25	4	6	10	8	4	2	
EA	70	-	1	2	4	8	4	2	2	
EA	70	-	1.25	3	4	8	4	2	2	
EA	70	76	1.25	4	4	8	4	2	2	
EA	85	-	1.25	2	3	8	3	2	2	
EA	85	-	1.25	3	3	8	3	2	2	
EA	85	82	1.25	4	3	8	3	2	2	
EA	95	-	1.25	3	2	8	2	2	2	
EA	95	104	1.50	4	2	8	2	2	2	
EA	130	-	1.50	4	1	6	2	2	2	
EA	130	116	1.50	4	1	6	2	2	2	
EA	150	-	2	3	10	8	2	10	2	
EA	150	136	2	4	10	8	2	10	2	
EA	175	-	2	3	20	6	2	20	2	
EA	175	156	2	4	20	6	2	20	2	
EA	200	-	2	3	30	6	2	30	2	
EA	200	180	2.50	4	30	6	2	30	2	
EA	230	-	2.50	3	40	4	2	20	2	
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EA	380	344	4	4	500	3	30	30	2	
EA	400	-	2 EA 2	3	35	3	30	30	2	
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EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	510	404	2 EA 3	4	250	1	40	30	2	
EA	51									

05

CONCEPT PARKING
PLAN AND SUMMARY

PARKING LEGEND

	PROPOSED NEW PARKING STALLS = 30
	EXISTING PARKING STALLS (NEW STRIPING) = 45
	EXISTING PARKING STALLS RESERVED FOR MINERS HOSPITAL = 19
	PROPOSED NEW BIKE PARKING = 22 BIKES (11 RACKS)

PARKING SUMMARY

PARKING REQUIREMENTS PER LMC SECTION 15-3-6-(B) RECREATION FACILITY = (5) STALL PER 1,000 SF.
PROPOSED NEW BUILDING: 15,000 SF.
TOTAL PARKING REQUIRED FOR NEW BUILDING: 15 X 5 = 75 PARKING STALLS REQUIRED
TOTAL PARKING REQUIRED FOR MINERS (PER 1979 CUP): = 19 STALLS REQUIRED

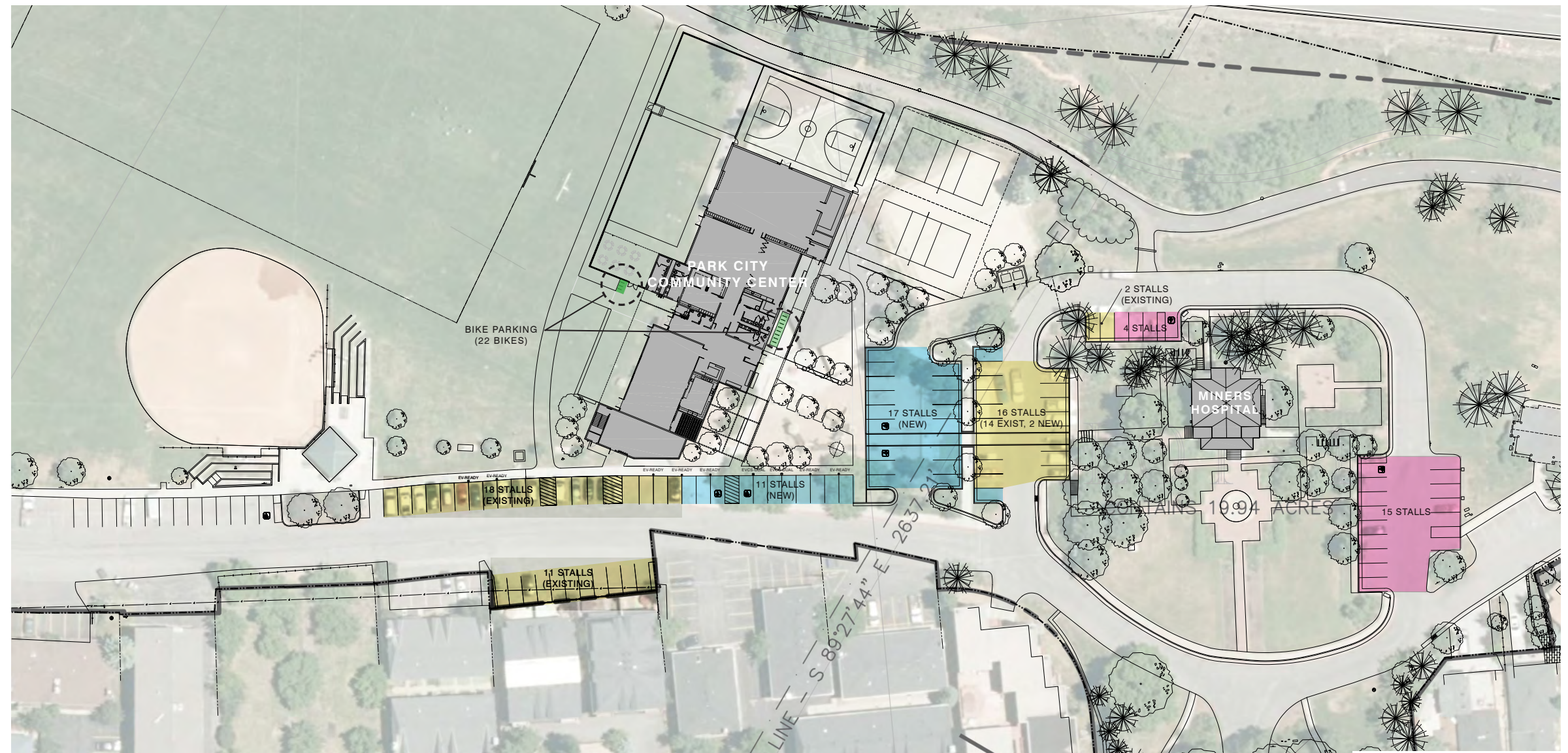
PROPOSED PARKING FOR NEW BUILDING

- NEW PARKING STALLS	= 30
- EXISTING PARKING STALLS	= 45
TOTAL PARKING PROVIDED	= 75 PARKING STALLS PROVIDED
	= 50% OF NEW STALLS TO BE EVCS READY = 15
	= 5% OF NEW STALLS TO HAVE EV CHARGER = 2

BIKE PARKING

- BIKE PARKING REQUIRED	= 8 (10% OF REQUIRED PARKING STALLS)
- BIKE PARKING PROVIDED	= 22 (11 RACKS @ 2 BIKES EA.)

05
CONCEPT PARKING
PLAN AND SUMMARY



 PROPOSED PARKING PLAN
SCALE: 1" = 30'-0"

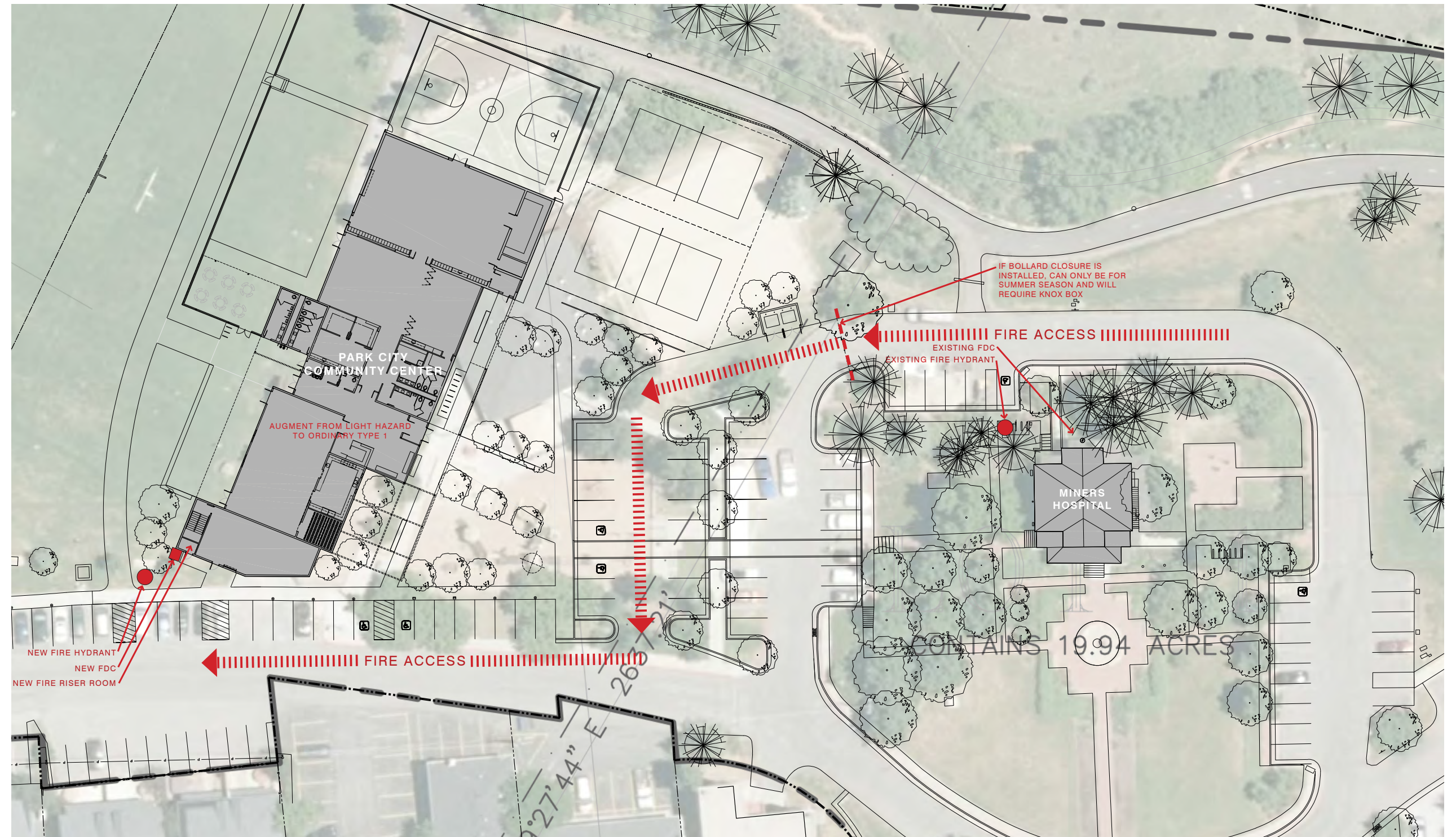
PARK CITY COMMUNITY CENTER

06

CONCEPT FIRE ACCESS AND DESIGN REQUIREMENTS

REQUEST REVIEWED BY BUILDING DEPT. ON:	DAY OF	20	BY:
REQUEST REVIEWED BY ENGINEERING DEPT. ON:	DAY OF	20	BY:
NO FLOW PRESSURE:	80	PSI @	1 GPM
RESIDUAL PRESSURE:	77	PSI @	200 GPM
REQUEST RETURNED BY PARK CITY WATER DEPT. ON:	22	DAY OF DEC	20 23 BY: J. OLDHAM

06 CONCEPT FIRE ACCESS AND DESIGN REQUIREMENTS



FIRE DESIGN CONCEPT
SCALE: NTS

PARK CITY COMMUNITY CENTER

07

CONCEPT ESTIMATE
OF PROBABLE COST

07
CONCEPT ESTIMATE
OF PROBABLE COST

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER				TOTALS
LOCATION.....PARK CITY, UT				
ARCHITECT.....SPARANO + MOONEY				
STAGE OF DESIGN.....SCHEMATIC				
CSI #	DESCRIPTION	BUILDING	SITE	TOTAL
BUILDING COST SUMMARY				
02	EXISTING CONDITIONS	\$ -	\$ 158,236	\$ 158,236
03	CONCRETE	\$ 349,504	\$ -	\$ 349,504
04	MASONRY	\$ 997,285	\$ -	\$ 997,285
05	METALS	\$ 809,503	\$ -	\$ 809,503
06	WOODS & PLASTICS	\$ 238,844	\$ -	\$ 238,844
07	THERMAL & MOISTURE PROTECTION	\$ 1,445,167	\$ -	\$ 1,445,167
08	DOORS & WINDOWS	\$ 537,531	\$ -	\$ 537,531
09	FINISHES	\$ 920,910	\$ -	\$ 920,910
10	SPECIALTIES	\$ 79,942	\$ -	\$ 79,942
11	EQUIPMENT	\$ -	\$ -	\$ -
12	FURNISHINGS	\$ 46,590	\$ -	\$ 46,590
13	SPECIAL CONSTRUCTION	\$ -	\$ -	\$ -
14	CONVEYING SYSTEMS	\$ -	\$ -	\$ -
21	FIRE SUPPRESSION	\$ 91,713	\$ -	\$ 91,713
22	PLUMBING	\$ 256,417	\$ -	\$ 256,417
23	HVAC	\$ 1,232,500	\$ -	\$ 1,232,500
26	ELECTRICAL	\$ 937,825	\$ 251,615	\$ 1,189,440
27	COMMUNICATION	\$ 195,931	\$ -	\$ 195,931
28	ELECTRONIC SAFETY & SECURITY	\$ 141,738	\$ -	\$ 141,738
31	EARTHWORK	\$ 328,312	\$ 106,872	\$ 435,184
32	EXTERIOR IMPROVEMENTS	\$ -	\$ 1,805,196	\$ 1,805,196
33	UTILITIES	\$ -	\$ 230,174	\$ 230,174
SUBTOTAL		\$ 8,609,711	\$ 2,552,093	\$ 11,161,805
GENERAL CONDITIONS 7%		\$ 602,680	\$ 178,647	\$ 781,326
BONDS & INSURANCE 2%		\$ 172,194	\$ 51,042	\$ 223,236
OVERHEAD & PROFIT 4%		\$ 344,388	\$ 102,084	\$ 446,472
DESIGN CONTINGENCY 10%		\$ 860,971	\$ 255,209	\$ 1,116,180
TOTAL CONSTRUCTION COST		\$ 10,589,945	\$ 3,139,075	\$ 13,729,020
ESCALATION - AUGUST 2025				TBD
TOTAL ESCALATED CONSTRUCTION COST				\$ 13,729,020
Property ALTA Survey/Title Report				\$ 10,000
Geotech				Completed
Asbestos Report				\$ 1,000
Asbestos Abatement				TBD
Architectural and Engineering Fees				\$ 960,000
(MEPF + Acoustical, Food Service, Net Zero Energy Modeling, Building Envelope)				
Water and Sewer Impact Fees				\$ 20,000
RMP Electrical Service Design/Impact Fees				\$ 60,000
Public Safety/Fire Impact Fees				\$ -
Parks, Trails, and Open Space Impact Fees				\$ -
Construction Testing and Special Inspections				\$ 50,000
Net Zero Related Envelope/Energy Commissioning				\$ 65,000
Fixtures, Furniture, and Equipment (FF&E)				\$ 90,000
Rental/Moving Expense				\$ 10,000
Public Art				\$ 150,000
TOTAL PROJECT COST				\$ 15,145,020

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		5/3/2024	
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				14,500	SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
BUILDING COST SUMMARY					
02	EXISTING CONDITIONS			\$ -	\$ -
03	CONCRETE			\$ 24.10	\$ 349,504
04	MASONRY			\$ 68.78	\$ 997,285
05	METALS			\$ 55.83	\$ 809,503
06	WOODS & PLASTICS			\$ 16.47	\$ 238,844
07	THERMAL & MOISTURE PROTECTION			\$ 99.67	\$ 1,445,167
08	DOORS & WINDOWS			\$ 37.07	\$ 537,531
09	FINISHES			\$ 63.51	\$ 920,910
10	SPECIALTIES			\$ 5.51	\$ 79,942
11	EQUIPMENT			\$ -	\$ -
12	FURNISHINGS			\$ 3.21	\$ 46,590
13	SPECIAL CONSTRUCTION			\$ -	\$ -
14	CONVEYING SYSTEMS			\$ -	\$ -
21	FIRE SUPPRESSION			\$ 6.33	\$ 91,713
22	PLUMBING			\$ 17.68	\$ 256,417
23	HVAC			\$ 85.00	\$ 1,232,500
26	ELECTRICAL			\$ 64.68	\$ 937,825
27	COMMUNICATION			\$ 13.51	\$ 195,931
28	ELECTRONIC SAFETY & SECURITY			\$ 9.78	\$ 141,738
31	EARTHWORK			\$ 22.64	\$ 328,312
32	EXTERIOR IMPROVEMENTS			\$ -	\$ -
33	UTILITIES			\$ -	\$ -
SUBTOTAL				\$ 593.77	\$ 8,609,711
GENERAL CONDITIONS		7%		\$ 41.56	\$ 602,680
BONDS & INSURANCE		2%		\$ 11.88	\$ 172,194
OVERHEAD & PROFIT		4%		\$ 23.75	\$ 344,388
DESIGN CONTINGENCY		10%		\$ 59.38	\$ 860,971
TOTAL CONSTRUCTION COST				\$ 730.34	\$ 10,589,945

07
CONCEPT ESTIMATE
OF PROBABLE COST

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				14,500	SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
02	<u>EXISTING CONDITIONS</u>				In Site
	TOTAL EXISTING CONDITIONS			\$	-
03	<u>CONCRETE</u>				
	Continuous Footing	73	CY	\$ 684.25	\$ 49,646
	Spot Footing	73	CY	\$ 695.75	\$ 50,481
	Foundation Wall	1,633	SF	\$ 69.00	\$ 112,643
	Slab on Grade	14,500	SF	\$ 9.20	\$ 133,400
	Vapor Barrier	14,500	SF	\$ 0.23	\$ 3,335
	TOTAL CONCRETE			\$	349,504
04	<u>MASONRY</u>				
	Exterior CMU Wall - 8"	4,980	SF	\$ 43.70	\$ 217,626
	Exterior CMU Wall - 12"	6,245	SF	\$ 46.00	\$ 287,270
	Interior CMU Wall	1,988	SF	\$ 43.70	\$ 86,876
	Brick Veneer	7,836	SF	\$ 51.75	\$ 405,513
	TOTAL MASONRY			\$	997,285
05	<u>METALS</u>				
	Roof Structural Steel (10 LBS/SF)	171,530	LB	\$ 3.80	\$ 650,956
	Metal Roof Deck	17,153	SF	\$ 9.14	\$ 156,821
	Roof Ladder	1	EA	\$ 1,725.00	\$ 1,725
	TOTAL METALS			\$	809,503
06	<u>WOOD & PLASTICS</u>				
	Carpentry				
	Wood Plates & Blocking	14,500	SF	\$ 0.29	\$ 4,169
	Subtotal for Carpentry			\$	4,169
	Millwork				
	Base Cabinet	102	LF	\$ 569.25	\$ 58,064
	Upper Cabinet	76	LF	\$ 419.75	\$ 31,901
	Full Height Cabinet	57	LF	\$ 747.50	\$ 42,608
	Vanity	33	LF	\$ 569.25	\$ 18,785
	Reception Desk	26	LF	\$ 805.00	\$ 20,930
	Storage Shelving	86	LF	\$ 143.75	\$ 12,363
	Misc. Millwork	14,500	SF	\$ 3.45	\$ 50,025
	Subtotal Millwork			\$	234,675
	TOTAL WOOD & PLASTICS			\$	238,844
07	<u>THERMAL & MOISTURE PROTECTION</u>				
	Roof Membrane - 80 Mil	17,153	SF	\$ 7.48	\$ 128,219
	Rigid Roof Insulation	17,153	SF	\$ 10.93	\$ 187,397
	Roof Protection Board	17,153	SF	\$ 3.45	\$ 59,178
	Roof Vapor Barrier	17,153	SF	\$ 3.97	\$ 68,055
	Rigid Wall Insulation	14,539	SF	\$ 5.75	\$ 83,599
	Wall Batt Insulation	8,294	SF	\$ 1.90	\$ 15,738
	Weather Barrier	14,539	SF	\$ 3.97	\$ 57,683
	Rigid Foundation Insulation	1,633	SF	\$ 3.39	\$ 5,538
	Foundation Drain	157	LF	\$ 57.50	\$ 9,028
	Sound Batt	10,306	SF	\$ 1.44	\$ 14,815
	Metal Panel	6,703	SF	\$ 69.00	\$ 462,507
	Exterior Wood Slat	648	SF	\$ 51.75	\$ 33,534
	Roof Screen Wall	1,000	SF	\$ 143.75	\$ 143,750
	Soffit	2,653	SF	\$ 51.75	\$ 137,293

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				14,500	SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	Metal Roof Cap	653	LF	\$ 22.94	\$ 14,981
	Flashing & Sheet Metal	1,306	SF	\$ 8.05	\$ 10,513
	Fireproofing				N/A
	Fire Stopping & Sealing	14,500	SF	\$ 0.52	\$ 7,504
	Caulking & Sealing	14,500	SF	\$ 0.40	\$ 5,836
	TOTAL THERMAL & MOISTURE PROTECTION				\$ 1,445,167
08	DOORS & WINDOWS				
	Double Vestibule Door	7	EA	\$ 4,904.75	\$ 34,333
	Single Exterior Door	5	EA	\$ 1,667.50	\$ 8,338
	Single Vestibule Door	3	EA	\$ 2,604.75	\$ 7,814
	Single Interior Door	9	EA	\$ 1,552.50	\$ 13,973
	Double Interior Aluminum Door	3	EA	\$ 4,542.50	\$ 13,628
	Double Interior Door	1	EA	\$ 3,047.50	\$ 3,048
	Chase Door	2	EA	\$ 1,322.50	\$ 2,645
	Sliding Door	2	EA	\$ 5,347.50	\$ 10,695
	Counter Door	1	EA	\$ 3,047.50	\$ 3,048
	Exterior Sliding Door - 12'	1	EA	\$ 28,750.00	\$ 28,750
	Maintenance Overhead Door - 6'	1	EA	\$ 6,325.00	\$ 6,325
	Overhead Door - 12'	1	EA	\$ 10,925.00	\$ 10,925
	Interior Nanawall	34	LF	\$ 2,070.00	\$ 70,380
	Curtainwall Glazing	2,794	SF	\$ 86.25	\$ 240,983
	Interior Glazing	1,356	SF	\$ 60.95	\$ 82,648
	TOTAL DOORS & WINDOWS				\$ 537,531
09	FINISHES				
	Exterior Wall Framing	3,314	SF	\$ 9.20	\$ 30,489
	Exterior Wall Furring	4,980	SF	\$ 8.05	\$ 40,089
	Interior Partition Framing	10,306	SF	\$ 8.05	\$ 82,963
	Gyp. Wallboard	28,906	SF	\$ 2.74	\$ 79,116
	Restroom Ceilings	861	SF	\$ 9.78	\$ 8,416
	Catering Kitchen Ceiling	433	SF	\$ 8.63	\$ 3,735
	Storage/Jan/Maintenance Ceiling	1,655	SF	\$ 4.03	\$ 6,661
	Entry Ceiling	1,626	SF	\$ 17.25	\$ 28,049
	Multipurpose Ceiling	7,385	SF	\$ 17.25	\$ 127,391
	Multipurpose Storage Ceiling	597	SF	\$ 8.05	\$ 4,806
	Vestibule Ceiling	194	SF	\$ 9.78	\$ 1,896
	Office/Staff Ceiling	585	SF	\$ 8.05	\$ 4,709
	Restroom Floor	861	SF	\$ 25.30	\$ 21,783
	Catering Kitchen Floor	433	SF	\$ 23.00	\$ 9,959
	Storage/Jan/Maintenance Floor	1,655	SF	\$ 1.09	\$ 1,808
	Entry Floor	1,626	SF	\$ 34.50	\$ 56,097
	Multipurpose Floor	7,385	SF	\$ 13.80	\$ 101,913
	Multipurpose Storage Floor	597	SF	\$ 5.75	\$ 3,433
	Vestibule Floor	194	SF	\$ 33.35	\$ 6,470
	Office/Staff Floor	585	SF	\$ 5.75	\$ 3,364
	Base	1,606	LF	\$ 8.05	\$ 12,927
	Paint Gyp. Wallboard	28,906	SF	\$ 1.55	\$ 44,877
	Wood Slat Wall Finish	1,561	SF	\$ 46.00	\$ 71,818
	Restroom Wall Tile	2,673	SF	\$ 23.00	\$ 61,479
	Misc. Wall Finishes	30,917	SF	\$ 3.45	\$ 106,663
	TOTAL FINISHES				\$ 920,910
10	SPECIALTIES				
	ADA Partition	4	EA	\$ 1,322.50	\$ 5,290

07
CONCEPT ESTIMATE
OF PROBABLE COST

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				14,500	SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	Toilet Partition	6	EA	\$ 1,207.50	\$ 7,245
	Urinal Screen	2	EA	\$ 747.50	\$ 1,495
	Bathroom Accessories	12	EA	\$ 212.75	\$ 2,553
	Grab Bars	6	Sets	\$ 258.75	\$ 1,553
	Mirrors	12	EA	\$ 517.50	\$ 6,210
	Lockers	11	LF	\$ 454.25	\$ 4,997
	Code Signage & Wayfinding	1	Allow	\$ 5,750.00	\$ 5,750
	Exterior Building Sign	1	Allow	\$ 11,500.00	\$ 11,500
	Misc. Building Specialties	14,500	SF	\$ 2.30	\$ 33,350
	TOTAL SPECIALTIES				\$ 79,942
11	EQUIPMENT				
	Catering Kitchen Equipment				F F E
	Residential Breakroom Appliances				F F E
	TOTAL EQUIPMENT				\$ -
12	FURNISHINGS				
	Window Coverings	2,794	SF	\$ 16.68	\$ 46,590
	Loose Furniture				F F E
	TOTAL FURNISHINGS				\$ 46,590
13	SPECIAL CONSTRUCTION				
	TOTAL SPECIAL CONSTRUCTION				\$ -
14	CONVEYING SYSTEMS				
	TOTAL CONVEYING SYSTEMS				\$ -
21	FIRE SUPPRESSION				
	Fire Suppression System	14,500	SF	\$ 6.33	\$ 91,713
	TOTAL FIRE SUPPRESSION				\$ 91,713
22	PLUMBING				
	Water Closet	12	EA	\$ 1,322.50	\$ 15,870
	Counter Lav	10	EA	\$ 1,092.50	\$ 10,925
	Wall Lav	2	EA	\$ 1,207.50	\$ 2,415
	Urinal	4	EA	\$ 1,207.50	\$ 4,830
	Mop Sink	2	EA	\$ 977.50	\$ 1,955
	Single Sink	4	EA	\$ 1,092.50	\$ 4,370
	Triple Sink	1	EA	\$ 2,875.00	\$ 2,875
	Drinking Fountain	1	EA	\$ 3,277.50	\$ 3,278
	Outdoor Drinking Fountain	1	EA	\$ 4,197.50	\$ 4,198
	Floor Drain	6	EA	\$ 281.75	\$ 1,691
	Basement Sump/Pump	1	EA	\$ 5,750.00	\$ 5,750
	Water Heating & Circulation	1	Allow	\$ 9,775.00	\$ 9,775
	Supply Piping	1,320	LF	\$ 49.45	\$ 65,274
	Drain, Vent Piping	884	LF	\$ 56.35	\$ 49,836
	Clean & Flush Lines	1	LS	\$ 575.00	\$ 575
	Roof Drainage	17,153	SF	\$ 2.30	\$ 39,452
	Misc. Plumbing	14,500	SF	\$ 2.30	\$ 33,350
	TOTAL PLUMBING				\$ 256,417
23	HVAC				
	Building HVAC	14,500	SF	\$ 85.00	\$ 1,232,500
	TOTAL HVAC				\$ 1,232,500

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY					
STAGE OF DESIGN.....SCHEMATIC					
14,500 SF					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
26	<u>ELECTRICAL</u>				
	Service & Distribution	14,500	SF	\$ 9.20	\$ 133,400
	Power	14,500	SF	\$ 6.90	\$ 100,050
	PV Array	100	KW	\$ 4,542.50	\$ 454,250
	Building Lighting	14,500	SF	\$ 17.25	\$ 250,125
	Site Lighting, Electrical, & EV Charging				In Site
	TOTAL ELECTRICAL				\$ 937,825
27	<u>COMMUNICATIONS</u>				
	Telecommunications	14,500	SF	\$ 4.31	\$ 62,531
	A/V	14,500	SF	\$ 9.20	\$ 133,400
	TOTAL COMMUNICATIONS				\$ 195,931
28	<u>ELECTRONIC SAFETY & SECURITY</u>				
	Fire/Smoke System	14,500	SF	\$ 4.03	\$ 58,363
	Security, Surveillance System	14,500	SF	\$ 5.75	\$ 83,375
	TOTAL ELECTRONIC SAFETY & SECURITY				\$ 141,738
31	<u>EARTHWORK</u>				
	Building Excavation/Overexcavation	1,611	CY	\$ 17.25	\$ 27,792
	Contaminated Soils Mitigation/Haul Off	1,611	CY	\$ 143.75	\$ 231,597
	Backfill & Compaction w/ Imported Fill	322	CY	\$ 86.25	\$ 27,792
	Building Grading	14,500	SF	\$ 1.15	\$ 16,675
	Gravel Under Slab	284	Ton	\$ 86.25	\$ 24,457
	Site Grading				In Site
	SWPPP				In Site
	TOTAL EARTHWORK				\$ 328,312
32	<u>SITE IMPROVEMENTS</u>				
					In Site
	TOTAL SITE IMPROVEMENTS				\$ -
33	<u>UTILITIES</u>				
					In Site
	TOTAL UTILITIES				\$ -

07
CONCEPT ESTIMATE
OF PROBABLE COST

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		5/3/2024	
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				87,432	SITE SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
BUILDING COST SUMMARY					
02	EXISTING CONDITIONS			\$ 1.81	\$ 158,236
03	CONCRETE			\$ -	\$ -
04	MASONRY			\$ -	\$ -
05	METALS			\$ -	\$ -
06	WOODS & PLASTICS			\$ -	\$ -
07	THERMAL & MOISTURE PROTECTION			\$ -	\$ -
08	DOORS & WINDOWS			\$ -	\$ -
09	FINISHES			\$ -	\$ -
10	SPECIALTIES			\$ -	\$ -
11	EQUIPMENT			\$ -	\$ -
12	FURNISHINGS			\$ -	\$ -
13	SPECIAL CONSTRUCTION			\$ -	\$ -
14	CONVEYING SYSTEMS			\$ -	\$ -
21	FIRE SUPPRESSION			\$ -	\$ -
22	PLUMBING			\$ -	\$ -
23	HVAC			\$ -	\$ -
26	ELECTRICAL			\$ 2.88	\$ 251,615
27	COMMUNICATION			\$ -	\$ -
28	ELECTRONIC SAFETY & SECURITY			\$ -	\$ -
31	EARTHWORK			\$ 1.22	\$ 106,872
32	EXTERIOR IMPROVEMENTS			\$ 20.65	\$ 1,805,196
33	UTILITIES			\$ 2.63	\$ 230,174
SUBTOTAL				\$ 29.19	\$ 2,552,093
GENERAL CONDITIONS		7%		\$ 2.04	\$ 178,647
BONDS & INSURANCE		2%		\$ 0.58	\$ 51,042
OVERHEAD & PROFIT		4%		\$ 1.17	\$ 102,084
DESIGN CONTINGENCY		10%		\$ 2.92	\$ 255,209
TOTAL CONSTRUCTION COST				\$ 35.90	\$ 3,139,075

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024
PROJECT NAME.....PARK CITY COMMUNITY CENTER					
LOCATION.....PARK CITY, UT					
ARCHITECT.....SPARANO + MOONEY				87,432	SITE SF
STAGE OF DESIGN.....SCHEMATIC					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
02	<u>EXISTING CONDITIONS</u>				
	Demolish Existing Building	85,500	CF	\$ 0.68	\$ 58,012
	Hazardous Material Abatement				NIC
	Remove Asphalt	22,925	SF	\$ 1.44	\$ 32,955
	Remove Sidewalk	3,395	SF	\$ 1.73	\$ 5,856
	Remove Fence	514	LF	\$ 4.03	\$ 2,069
	Remove Existing Asphalt Trail	3,443	SF	\$ 1.44	\$ 4,949
	Demolish Existing Basketball Court	3,490	SF	\$ 1.73	\$ 6,020
	Remove Sand Volleyball Court	6,204	SF	\$ 0.33	\$ 2,069
	Remove Playground Equipment	1	LS	\$ 5,750.00	\$ 5,750
	Demolish Concrete Stairs	75	SF	\$ 5.75	\$ 431
	Demolish Concrete Wall	286	SF	\$ 17.25	\$ 4,934
	Misc. Site Demolition	87,432	SF	\$ 0.12	\$ 10,055
	Site Clearing	87,432	SF	\$ 0.29	\$ 25,137
	TOTAL EXISTING CONDITIONS				\$ 158,236
26	<u>ELECTRICAL</u>				
	Site Lighting, Electrical, & EV Charging	72,932	SF	\$ 3.45	\$ 251,615
	TOTAL ELECTRICAL				\$ 251,615
31	<u>EARTHWORK</u>				
	Site Grading	72,932	SF	\$ 1.15	\$ 83,872
	SWPPP	1	LS	\$ 23,000.00	\$ 23,000
	TOTAL EARTHWORK				\$ 106,872
32	<u>SITE IMPROVEMENTS</u>				
	Asphalt	29,441	SF	\$ 3.39	\$ 99,879
	Curb & Gutter	883	LF	\$ 37.58	\$ 33,185
	Sidewalk	11,362	SF	\$ 9.78	\$ 111,064
	Plaza Pavers	1,526	SF	\$ 69.00	\$ 105,294
	Concrete Stairs	20	SF	\$ 40.25	\$ 805
	Concrete Cheek /Retaining Wall	78	SF	\$ 69.00	\$ 5,382
	Concrete Seat Wall	123	LF	\$ 575.00	\$ 70,725
	Basketball Court Paving	4,315	SF	\$ 17.25	\$ 74,434
	Sand Volleyball Courts	7,719	SF	\$ 3.45	\$ 26,631
	Childrens Play Area Surface - Poured In Place Rubber	1	Allow	\$ 100,000.00	\$ 100,000
	Plaza Shade Structure	1,526	SF	\$ 109.25	\$ 166,716
	Outdoor Seating Canopy	922	SF	\$ 86.25	\$ 79,523
	Dumpster Enclosure Wall	296	SF	\$ 51.75	\$ 15,318
	Enclosure Wall Footing	3	CY	\$ 684.25	\$ 1,875
	Enclosure Gate	2	EA	\$ 4,600.00	\$ 9,200
	Enclosure Concrete Paving	291	SF	\$ 10.35	\$ 3,012
	Bollard	4	EA	\$ 649.75	\$ 2,599
	Decorative Removable Bollard	4	EA	\$ 2,144.75	\$ 8,579
	Fence - 4' w/ 8" Curb Wall	307	LF	\$ 86.25	\$ 26,479
	Fence - 10'	260	LF	\$ 109.25	\$ 28,405
	Single Gate	3	EA	\$ 1,437.50	\$ 4,313
	Double Gate	1	EA	\$ 4,197.50	\$ 4,198
	Basketball Goal - Fixed	2	EA	\$ 5,175.00	\$ 10,350
	Volleyball Net	2	EA	\$ 1,437.50	\$ 2,875
	Bike Rack	8	EA	\$ 1,725.00	\$ 13,800
	Relocate Rugby Goal	1	LS	\$ 5,750.00	\$ 5,750
	Rock Retaining Wall - 3'	90	LF	\$ 276.00	\$ 24,840
	Landscaping & Irrigation	18,257	SF	\$ 8.05	\$ 146,969
	Site Specialties	1	Allow	\$ 11,500.00	\$ 11,500
	Playground Equipment	1	Allow	\$ 600,000.00	\$ 600,000

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION			5/3/2024	
PROJECT NAME.....PARK CITY COMMUNITY CENTER						
LOCATION.....PARK CITY, UT						
ARCHITECT.....SPARANO + MOONEY				87,432	SITE SF	
STAGE OF DESIGN.....SCHEMATIC						
CSI #	DESCRIPTION		QTY	UNIT	UNIT COST	TOTAL
33	Misc. Site Patching at Utilities		1	Allow	\$ 11,500.00	\$ 11,500
	TOTAL SITE IMPROVEMENTS					\$ 1,805,196
	UTILITIES					
	Sewer Line - 6"		52	LF	\$ 51.75	\$ 2,691
	Sewer Line - 8"		454	LF	\$ 57.50	\$ 26,105
	Manhole		3	EA	\$ 4,904.75	\$ 14,714
	Water Line - 2"		44	LF	\$ 48.30	\$ 2,125
	Water Line - 8"		431	LF	\$ 55.20	\$ 23,791
	Fire Hydrant		1	EA	\$ 4,542.50	\$ 4,543
	Connect to Existing Utility		3	EA	\$ 1,725.00	\$ 5,175
	Curb Inlet		4	EA	\$ 4,542.50	\$ 18,170
	Storm Drain Line - 15"		238	LF	\$ 69.00	\$ 16,422
	Gas Utility					N/A
	Electric Service - 4"		650	LF	\$ 143.75	\$ 93,438
	Communications Utility		1	Allow	\$ 23,000.00	\$ 23,000
	TOTAL UTILITIES					\$ 230,174

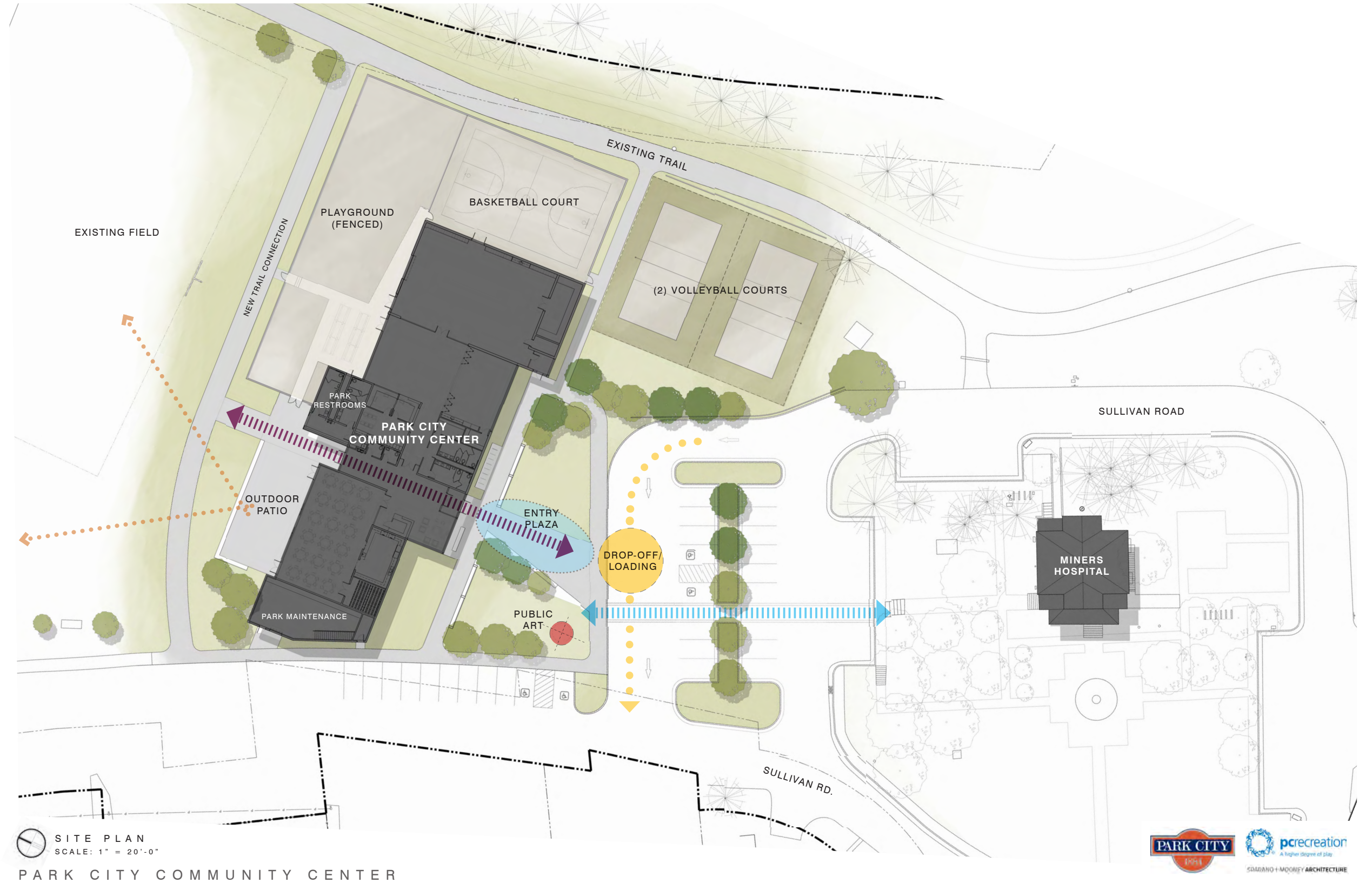
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CONCEPT ESTIMATE
OF PROBABLE COST

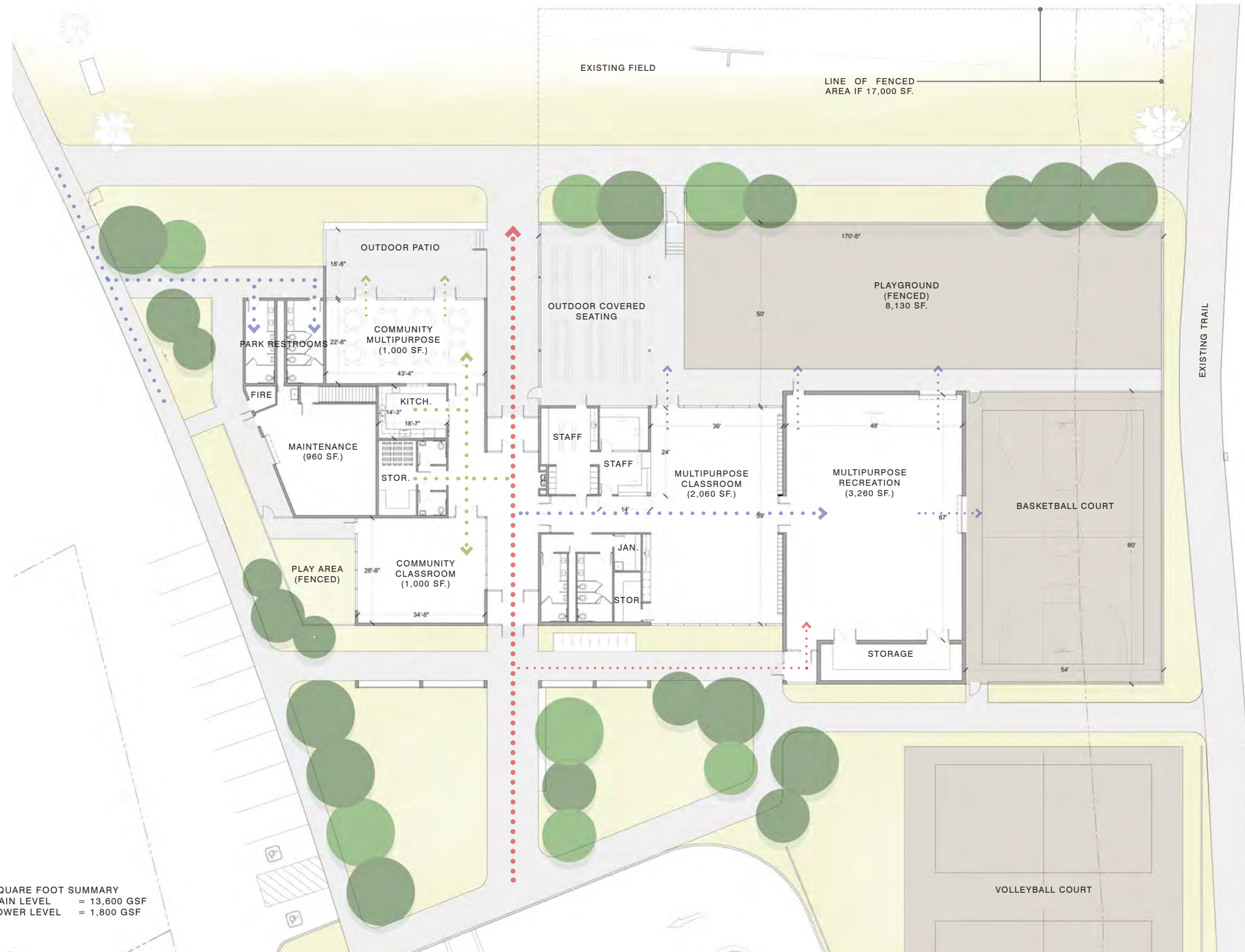
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APPENDIX A: PROCESS DRAWINGS AND ALTERNATIVES

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APPENDIX A:
PROCESS DRAWINGS
AND ALTERNATIVES



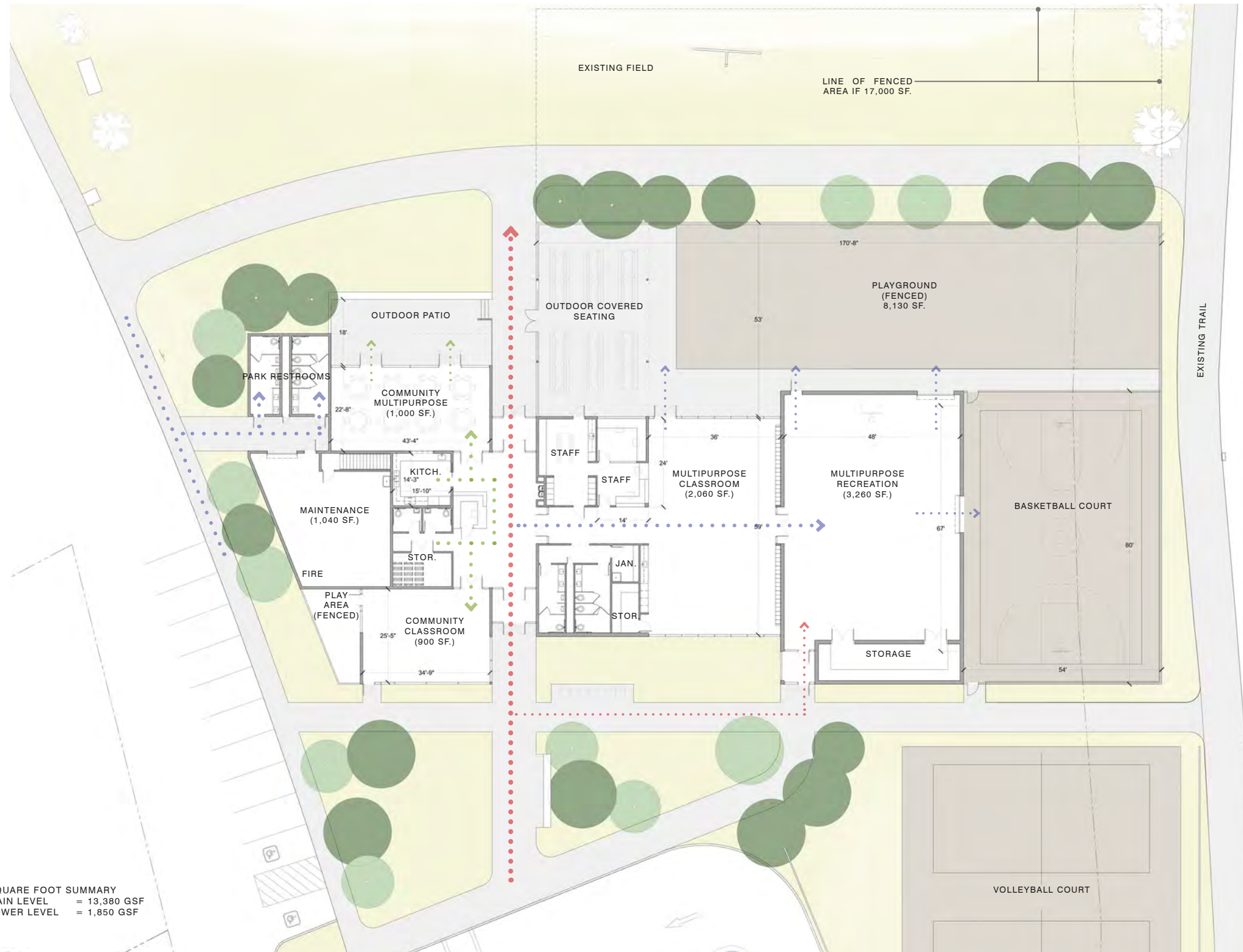
OPTION 1



SQUARE FOOT SUMMARY
 MAIN LEVEL = 13,600 GSF
 LOWER LEVEL = 1,800 GSF

FLOOR PLAN
 SCALE: NTS

PARK CITY COMMUNITY CENTER



SQUARE FOOT SUMMARY
MAIN LEVEL = 13,380 GSF
LOWER LEVEL = 1,850 GSF

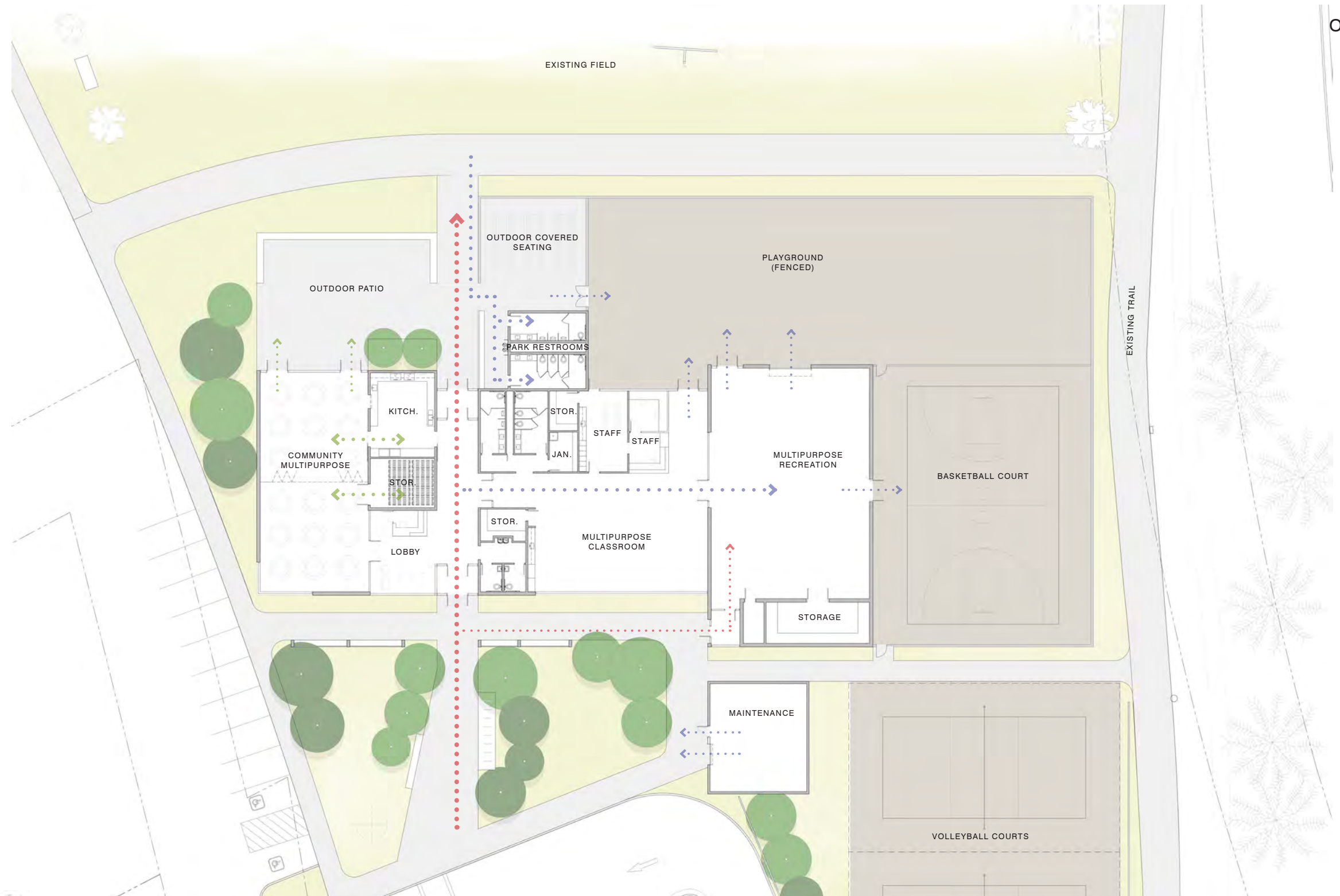
FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER



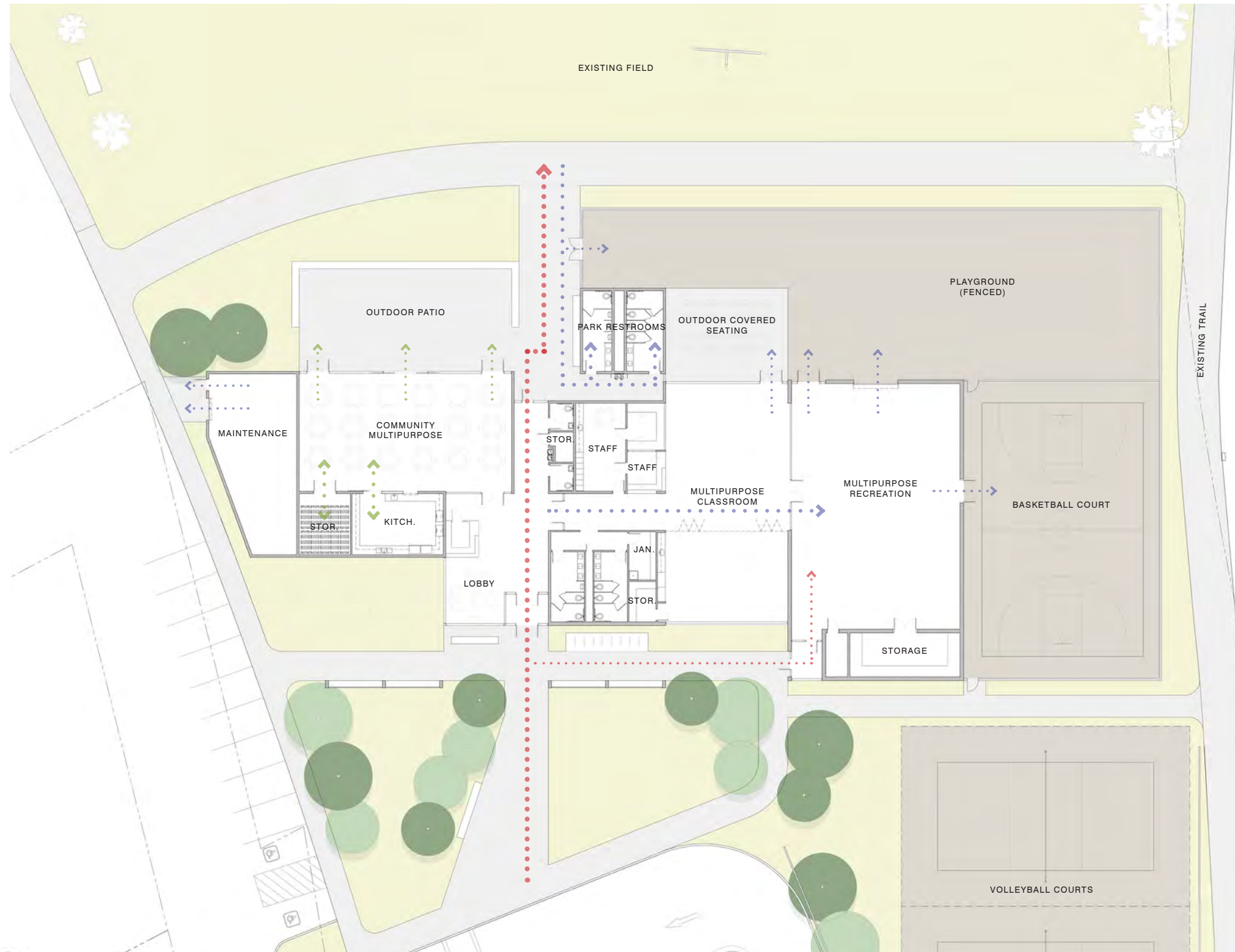
FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER



FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER

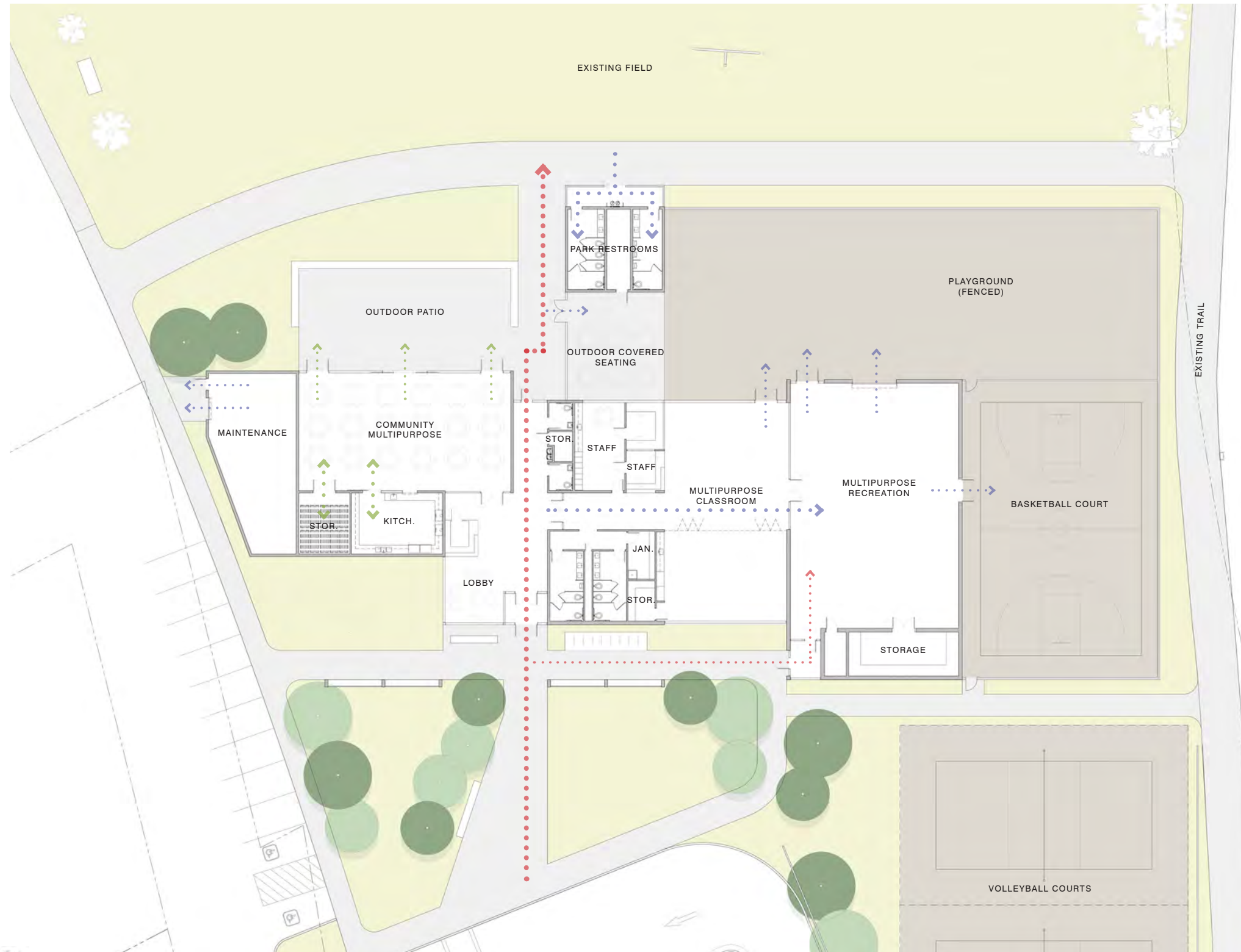


FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER



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APPENDIX A:
PROCESS DRAWINGS
AND ALTERNATIVES



FLOOR PLAN
SCALE: NTS

PARK CITY COMMUNITY CENTER



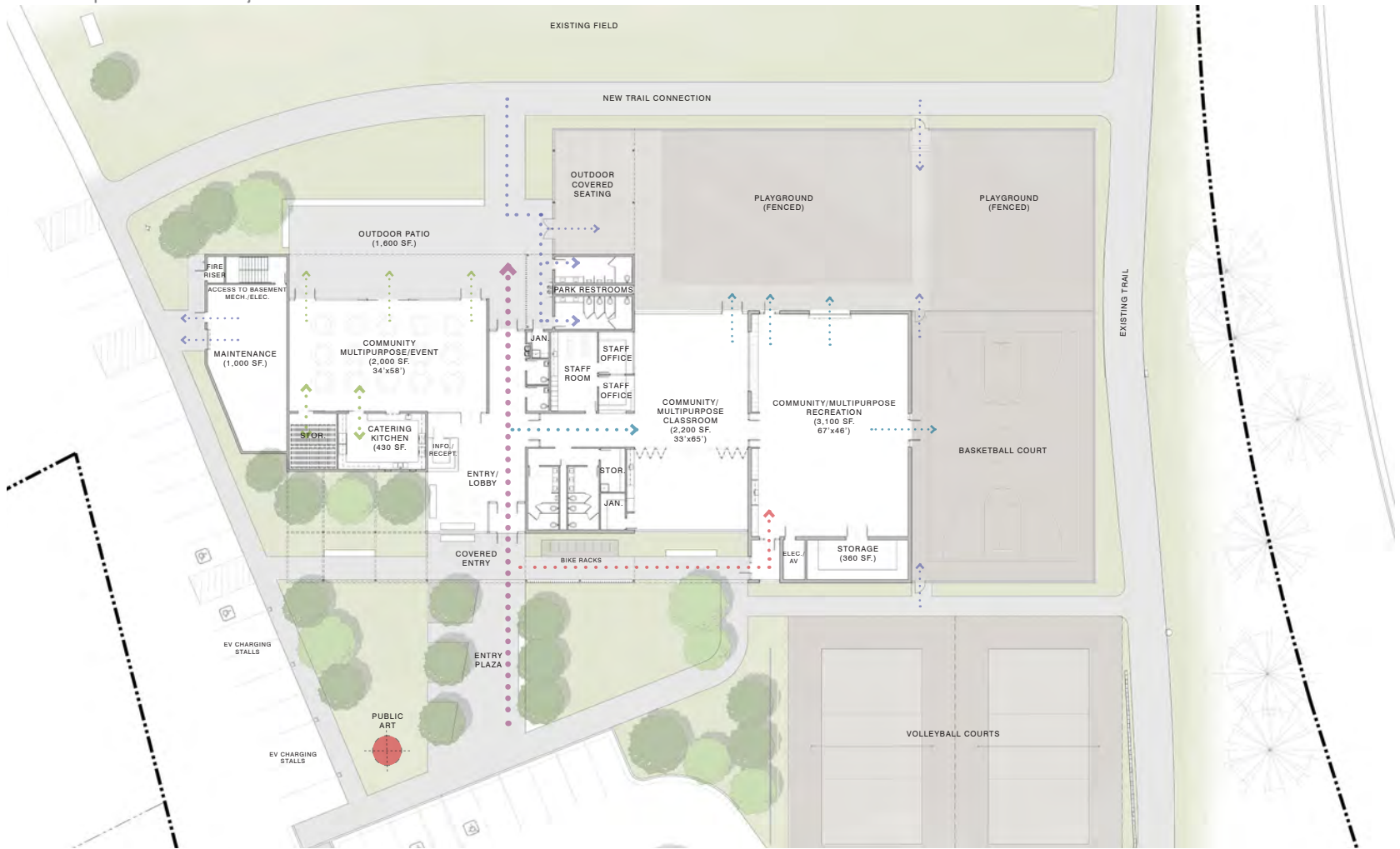
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APPENDIX B: PUBLIC OUTREACH PRESENTATION AND SUMMARY OF COMMENTS

PARK CITY COMMUNITY CENTER

PROJECT PURPOSE AND GOALS
Propósito y Objetivos del Proyecto

- Provide indoor/outdoor community event space with a direct connection to the Park.
- Provisiones para un Espacio Comunitario, interno / externo, con conexión directa al parque.
Proveer un Espacio Comunitario, de interior o exterior, con conexión directa al parque.
- Expand access for Park City residents to summer and school break day camps.
- Ampliar el acceso para los residentes de Park City a los campamentos de verano y de vacaciones escolares.
- Provide flexible multipurpose space for community programming.
- Proveer un espacio de multipropósito y flexible para programaciones comunitarias.
- Provide universally accessible facilities for people of all ages and abilities.
- Proveer instalaciones con acceso universal para personas de todas edades y capacidades.
- Provide a new fenced playground with outdoor shaded seating area.
- Proveer un nuevo patio de recreo vallado con zona de estar al aire libre y sombreada.
- Relocate and replace the basketball and volleyball courts.
- Reubicar y reemplazar las canchas de baloncesto y voleibol.
- Provide improved park restrooms and maintenance facilities.
- Renovar y mejorar los baños e instalaciones de mantenimiento en el parque.
- Designed to meet Park City Net Zero carbon goals.
- Diseño para alcanzar los objetivos de emisiones Netas Cero de carbono.



CONCEPT FLOOR PLAN
Concepto de Planta
SCALE: NTS



SPARANO + MOONEY ARCHITECTURE



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APPENDIX B:
PUBLIC OUTREACH
PRESENTATION AND
SUMMARY OF
COMMENTS

PARK CITY COMMUNITY CENTER



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APPENDIX B: PUBLIC OUTREACH PRESENTATION AND SUMMARY OF COMMENTS



SPARANO + MOONEY ARCHITECTURE



PARK CITY COMMUNITY CENTER

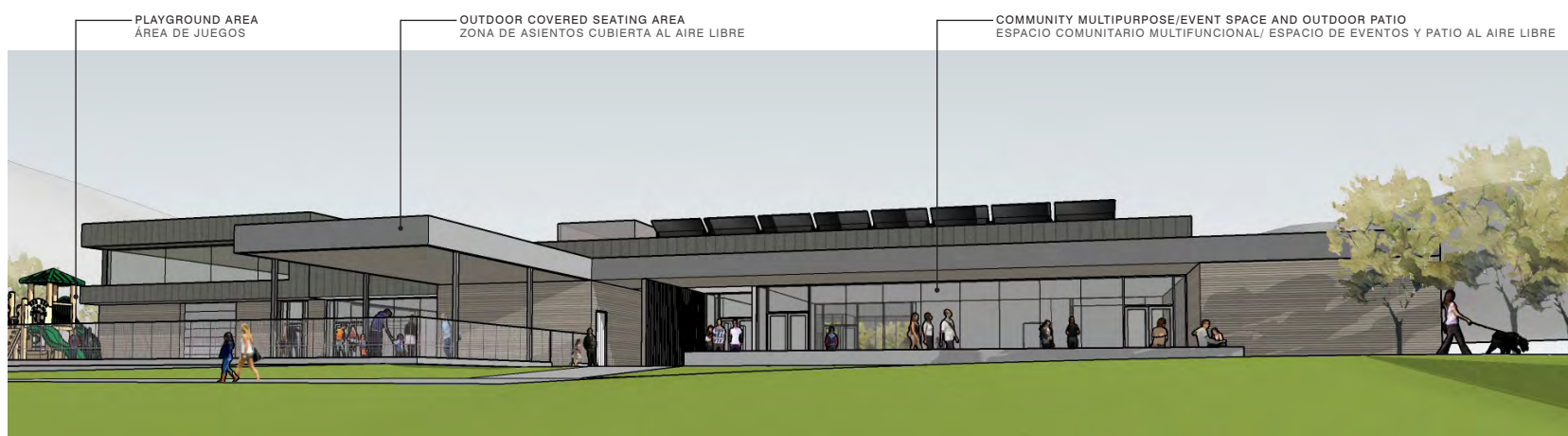
3D MASSING AND DESIGN

Diseño y Masa en 3D (tercera dimensión)

- The existing Miners Hospital remains the focus of the site.
- El vigente hospital de "Miners" permanece el centro de atención principal del sitio.
- The Community Center building/window proportions, materials, and design features reference Miners Hospital.
- El Centro Comunitario / proporciones de ventanas, materiales, y elementos de diseño mantienen referencia al Hospital "Miners".
- The Community Center orientation is to the south, allowing for sun control and optimization of roof mounted solar panels.
- La orientación de El Centro Comunitario es hacia el Sur, esto permite controlar la luz del sol y optimizar su energía en los paneles solares instalados en el techo.
- The Community Center opens to the Park, allowing a direct connection to the Community Multipurpose/Event Space from the Park.
- El Centro Comunitario se abre hacia el parque permitiendo una conexión directa a el espacio comunitario multifuncional/ espacio de eventos del parque.



CONCEPT VIEW FROM MINERS LOOKING NORTH
Vista de 'Miners' Con Mirada Hacia el Norte



CONCEPT PARK VIEW - LOOKING SOUTH
Vista del Parque - Mirada Hacia el Sur



SPARANO + MOONEY ARCHITECTURE



08 APPENDIX B: PUBLIC OUTREACH PRESENTATION AND SUMMARY OF COMMENTS

PARK CITY COMMUNITY CENTER | PLAYGROUND

PROJECT PURPOSE AND GOALS
Propósito y Objetivos del Proyecto

- Accommodate Summer Day Camp Programs and member of the public, all of whom may use the playground at the same time.
- Incluir programas de día de campo de Verano para los niños/as y miembros del público en general, los cuales todos pueden usar la área de juegos al mismo tiempo.
- Provide play for approximately 75 kids at one time.
- Proveer juegos para aproximadamente 75 niños/as a la vez.
- Provide somewhat separated play areas for 2-5 year olds and 5-12 year olds.
- Proveer áreas de juego separados para niños/as de 2-5 años y de 5-12 años.

- Include sand play, swings/tire swing, and climbing/tower activities.
- Incluir juego con arena, columpios, / columpio de llanta, y actividades de escalar/ y de Torre.
- Provide balance activities and area for open play.
- Proveer actividades de balance y área de juego libre.
- Include traveling path/element for follow the leader.
- Incluir camino/ elemento para seguir al líder.
- Maintain good visibility.
- Mantener buena visibilidad.

WHAT PLAYGROUND ACTIVITIES DO YOU ENJOY MOST?
¿CUÁL ES TU ACTIVIDAD PREFERIDA EN LA ÁREA DE JUEGOS?



MERRY GO ROUND - RONDAS INFANTILES



RING SPINNER - JUEGO GIRATORIO



VIA FERRATA



BOULDER SCRAMBLE - ESCALAMIENTO DE ROCAS



NATURAL



ROPE TOWER - TORRE DE CUERDA



WALL PANEL - PANELES DE JUEGO



ROPE SWING - COLUMPIOS DE CUERDA



TIRE SWING - COLUMPIOS DE LLANTA



BASKET SWING - COLUMPIO DE CANASTA



HAMMOCK SWING - COLUMPIOS DE HAMACA



BELT SWINGS - COLUMPIOS DE CORREA



MULTI-LEVEL - MULTI-NIVEL



CLIMBING TOWER - TORRE DE ESCALAR



TREE HOUSE - CASA DE ÁRBOL



CENTRAL FEATURE - CARACTERÍSTICA CENTRAL

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APPENDIX B:
PUBLIC OUTREACH
PRESENTATION AND
SUMMARY OF
COMMENTS



SPARANO+MOONEY ARCHITECTURE



PARK CITY COMMUNITY CENTER | PLAYGROUND

WHAT PLAYGROUND ACTIVITIES DO YOU ENJOY MOST?
& ¿CUÁL ES TU ACTIVIDAD PREFERIDA EN LA ÁREA DE JUEGOS?



WATER PLAY - JUEGOS DE AGUA



MUSIC - MÚSICA



TACTILE / VISUAL - TÁCTIL/ VISUAL



NATURE PLAY / PLANT MATERIAL - JUEGOS EN LA NATURALEZA/ MATERIAL DE PLANTAS



SAND PLAY - JUEGO CON ARENA



ROPE TUNNEL - TÚNEL DE CUERDA



OBSTACLE COURSE - CURSO DE OBSTÁCULOS



TIGHT ROPE - CUERDA FLOJA



TUBE / TUNNEL - TUBO/ TÚNEL



LOG ROLL - TRONCO RODANTE



STEPPERS / BALANCE BEAMS - MÁQUINA DE PASOS/ VIGA DE BALANCE



HILL SLIDE - RESBALADILLA EN CERRO



ROLLER SLIDE - RESBALADILLA CON RODILLOS



ZIP LINE - TIROLESA



SPIRAL SLIDE - RESBALADILLA ESPIRAL



STRAIGHT / RACE SLIDES - RECTA/ RESBALADILLAS DE CARRERAS



TEETER - TOTTER - SUBE Y BAJA



SMALL CLIMBERS / STRUCTURES - ESCALADORA PUQUEÑA/ ESTRUCTURAS



BUCKET SWING - CULUMPIO DE CUBETA



GENTLE SLIDES / RAMPS - RESBALADILLA GENTIL

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APPENDIX B:
PUBLIC OUTREACH
PRESENTATION AND
SUMMARY OF
COMMENTS



SPARANO + MOONEY ARCHITECTURE





SPARANO + MOONEY ARCHITECTURE

Park City Community Center – Public Outreach Meeting Summary of Comments

Meeting Subject: Park City Community Center Building Concept and Playground Elements
Date of Meeting: April 10, 2024
Meeting Location/Time: PC MARC, 3:00 PM to 6:00 PM

Summary of Comments provided to Seth Striefel/Luis Salas of Sparano Mooney Architecture

1. Community member expressed excitement about the playground equipment and was specifically excited about climbing elements and sandbox elements.
2. Community member expressed excitement about the playground climbing/rock wall elements.
3. Community member expressed that they like that the playground could be divided between younger and older children.
4. Two Community members expressed interest in a full-size basketball court.
5. Community member noted that they liked that the building appeared 'modern'.
6. Community member noted that they thought the building appeared too 'modern'.
7. Three Community members noted that they liked the patio, multipurpose room, and playground opening to the Park.
8. Two Community members noted that they like the flexibility of the space and that simultaneous activities could occur in different parts of the building.
9. Two Community members noted some concern that they were not aware that the project was happening and did not know it had been funded.
10. Community member did not realize that the City ran a Day Camp and were very surprised that the City had that programming.
11. Community member was excited about the City running a Day Camp and wanted to have their grand children register.
12. Community member was glad to see that the playground, basketball court, and volley ball courts would be replaced and that no recreational activity areas currently on the site would be removed.
13. Community member noted that they had enrolled their child in the Day Camp previously, but were not going to do so this year as they felt the existing facility was too small and in bad shape.
14. Three Community members noted that the project looked 'great' and they were excited to see it happening.
15. Two Community members were curious about the timing for the building to break ground. The design team noted August of 2025.
16. Community member noted concern that the project footprint seemed too large. They wondered if the building could be reduced in size.
17. Community member/RAB member noted they would like to look at the idea of an 'airport' style drop off along the west side of the site. They would like to eliminate the front bay of parking near the building entry, but keep the bay closer to Miners.

SPARANO + MOONEY ARCHITECTURE

Park City Community Center – Public Outreach Meeting Summary of Comments

Meeting Subject: Park City Community Center Building Concept and Playground Elements
Date of Meeting: May 7, 2024
Meeting Location/Time: PC Library – Level 3 Conference Room, 5:00 PM to 6:30 PM

Summary of Comments provided to Anne Mooney/Seth Striefel/Luis Salas of Sparano Mooney Architecture

1. Written Comment: Consider providing locker rooms for changing.
2. Written Comment: Building is too stark and industrial looking.
3. Written Comment: Love it, big fan.
4. Written Comment: Swings for the playground are always popular. It would be a plus to see more adaptive options.
5. Written Comment: Climbing towers are a death trap and we have enough already.
6. Written Comment: Nature! (Noted in regard to playground boards)
7. Written Comment: Adaptive sensory and motion for the playground are great. Please no more parks like Prospector Park. (Noted on the SENSORY image of the playground board)
8. Written Comment: Love this! (Noted on image of the SLIDES on the playground board).
9. Written Comment: This would be great and the only one like this is Willow Creek. Another good example is the community park in Hood River, Oregon. (Noted on the TODDLER area image of the playground board)
10. Community member expressed that they like the relationship of the proposed new building to the old building (Miners).
11. Community member noted that they "love the architecture".
12. Community member noted that they like the idea of the older and younger kids having separate play areas at the playground.
13. Community member noted that they love the flexibility of the spaces proposed for the Community Center.
14. Community member noted that they like the restraint of the building aesthetics and want to maintain a deliberate distinction between the old and new. Miners should remain the 'focal point' of the site.
15. Community member noted that there does not seem to be much City development and is excited to see the project take shape.
16. Community member noted that the floor plans look 'very good'.

PC MARC Aquatic Facilities Remodel and City Park Community Center Survey

SURVEY RESPONSE REPORT

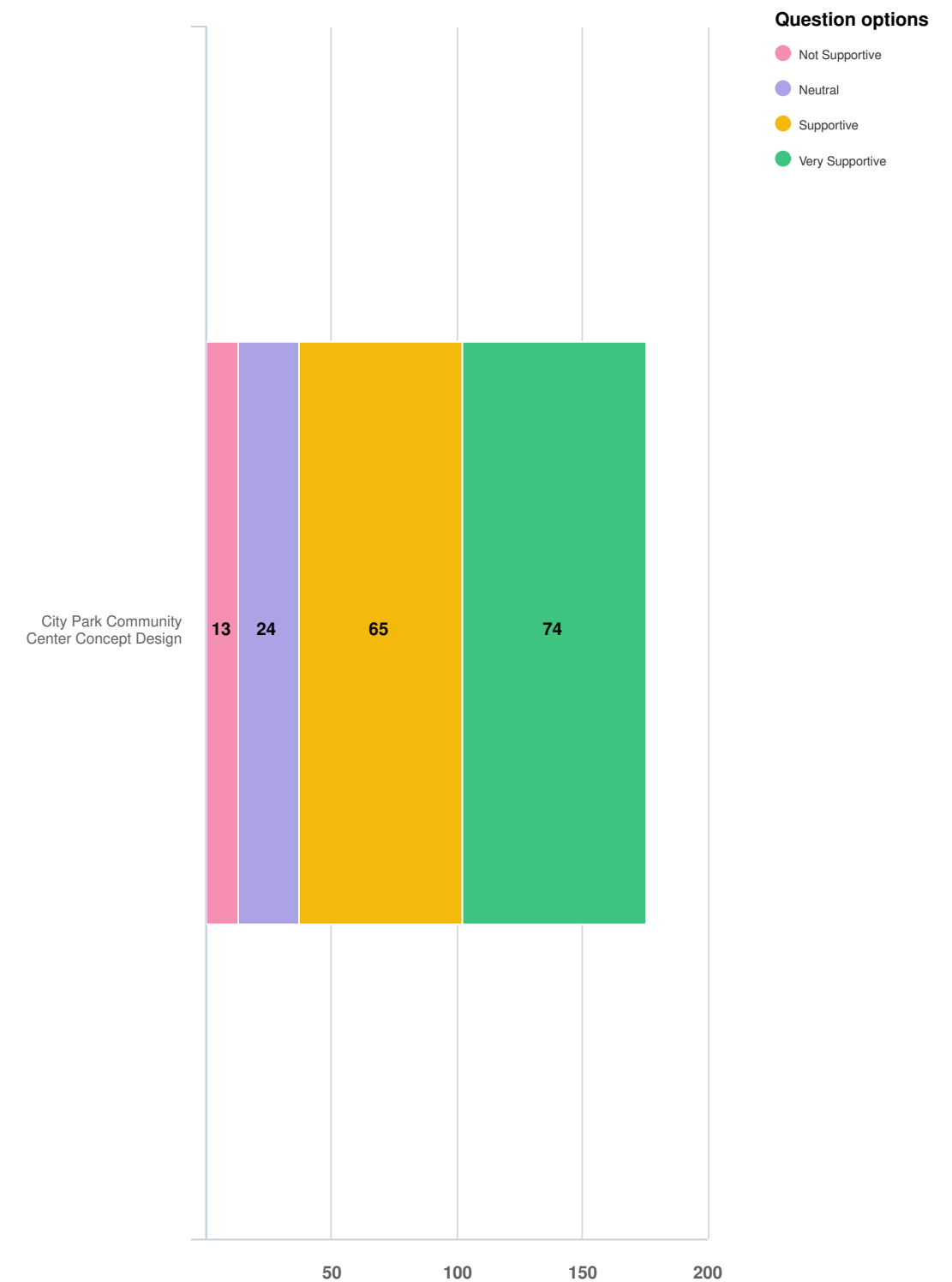
17 March 2024 - 13 May 2024

PROJECT NAME:

PC MARC Aquatic Facilities and City Park Recreation Building Design
Concepts

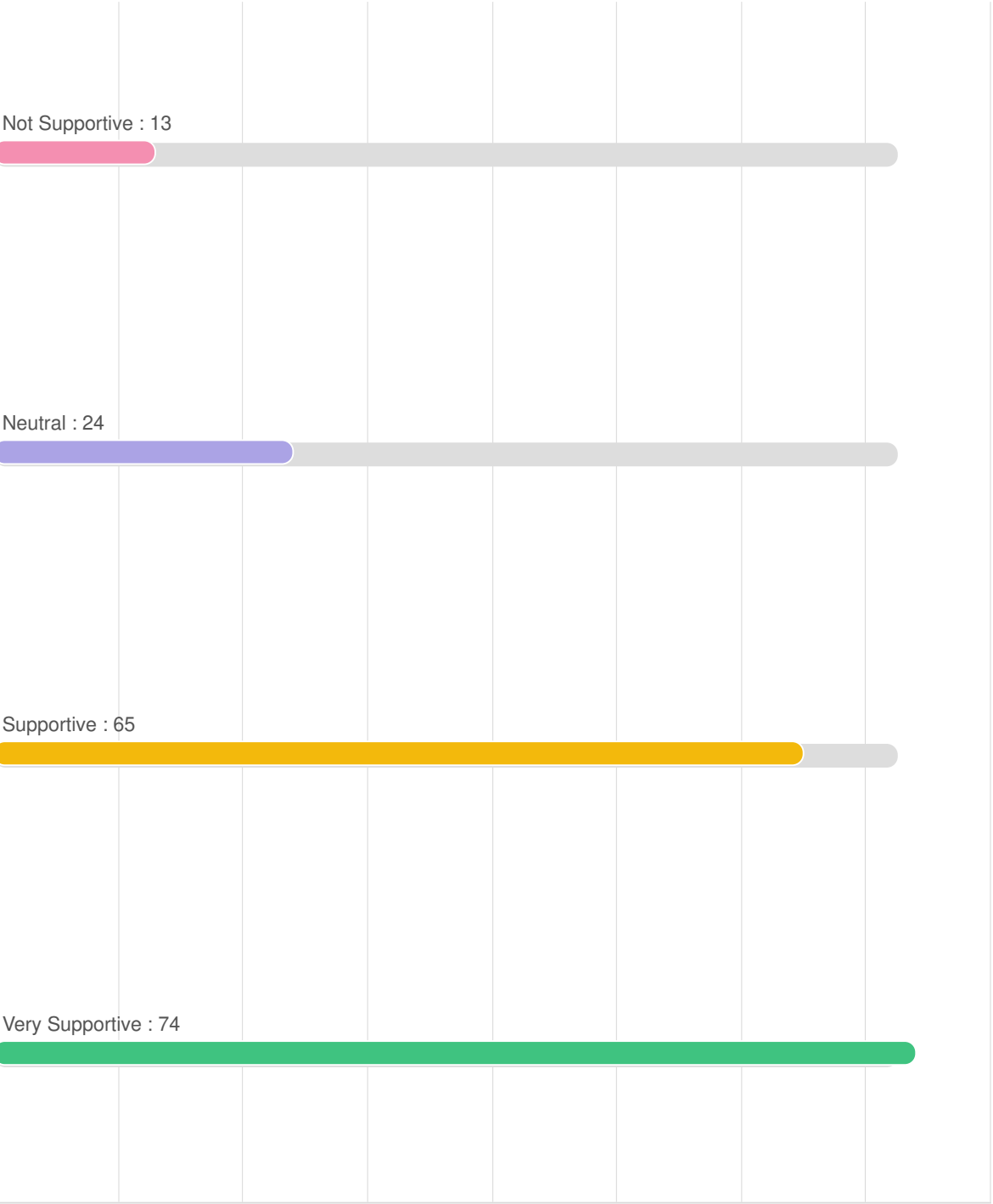


Q4 How supportive are you of the design concepts for the City Park Community Center?



Q4 | How supportive are you of the design concepts for the City Park Community Center?

City Park Community Center Concept Design



Q5 | Please rank the following City Park Playground activities that are most important to you and your family:

OPTIONS	AVG. RANK
Swings	2.77
Motion Features: Slides, See Saws, Zip Lines	2.99
Climbing Bouldering Walls	3.40
Climbing Towers	3.49
Sensory Play	4.78
Sand and/or Water Features	4.84
Spinning Features	5.25

Optional question (136 response(s), 54 skipped)
Question type: Ranking Question

Q6 | Do you have any additional suggestions for the City Park Community Center and Playground?

Anonymous 4/07/2024 02:46 PM	No metal slides please, they get way too hot!
Anonymous 4/08/2024 11:26 AM	Having a pool for kids at the community center would be great! Having kids playing there (an area focused on kids) instead of the Marc (which is used by many adults) would be a hame changer. Personally I think it would be better to build a more basic warm/kid/play pool at the Marc and use funds to create a kid friendly play pool at the community center
Anonymous 4/08/2024 03:10 PM	no

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APPENDIX B:
PUBLIC OUTREACH
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PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

4/08/2024 03:53 PM	such a gem but no one can use it. Also, make sure there is character that includes mountain features to incorporate our landscape. Cottonwood Heights has a cool tree house feature. Imagination is key to make this a cool playground.
Anonymous 4/08/2024 05:56 PM	I'd love a themed playground related to Park City's history. Shade, shade, and more shade over structures, benches/picnic tables, etc.
Anonymous 4/08/2024 06:52 PM	Again, just making it a place for families of all ages to come in all season, but mostly the fall and winter when it's cold and people are looking for things to do
Anonymous 4/08/2024 08:37 PM	Sitting areas with shade for adults,
Anonymous 4/08/2024 08:40 PM	We can't tell from the design documents, but please don't make the playground too small. A trampoline would be cool. I'd really like a rock wall. I'd really like a movie screen and better bathrooms in the community center. I'd also like mini houses for reading & stuff. From a 9 year old who goes to summer day camp and plays at the playground a lot.
Anonymous 4/09/2024 07:59 AM	The Ring Spinner feature seems to be over used in the parks around town. I don't see many kids playing on them and it seems like you need more than one to two children to play on it. I think the kids prefer smaller spinning features that they can operate independently and then a friend can join in, if wanted.
Anonymous 4/09/2024 08:02 AM	The community really needs indoor recreation space - for kids basketball, soccer, lacrosse, volleyball in the winter months. You know this, so any building that can be used that way is a huge win. I am concerned the plans don't call for a large enough indoor gym or recreation space to be used for any of these things. As for the playground, none of the kids use the sensory play items - they are a waste of money. Please make sure anything plastic is textured as kids will climb if wet or icy no matter the signs posted. The climbing rocks that were at willow creek were great and they got replaced with slick, slippery features that aren't as useful, fun or safe.
Anonymous	No - more shade at parks!

PARK CITY COMMUNITY CENTER

PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

Anonymous 4/09/2024 09:09 AM	Separate toddler area
Anonymous 4/10/2024 05:10 PM	Please remove the parking between the new building and the hospital. Mark it more play and grass area. Turn Sullivan into a two lane airport style pickup and drop off. Better for kids. Better for the city. Then increase bus service for special events.
Anonymous 4/10/2024 06:14 PM	Not a fan of the contemporary design. Looks like every other new commercial building that is being approved. Not sold on the size of project. Need to additional room might be nice but may not be necessary.
Anonymous 4/11/2024 07:56 AM	Again this survey is all about the play ground. Would be good to detail what types of activities and events that would be held at the Community Center.
Anonymous 4/11/2024 09:28 AM	In the plans there is a bike rack on the opposite side of the building from the playground. For people riding the poison creek trail, it would be nice to have a bike rack on the playground side as well!
Anonymous 4/11/2024 12:28 PM	Have separate buildings for an ice cream shop or food vendors to be near the park. More Seating for parents in the shade.
Anonymous 4/11/2024 02:56 PM	None.
Anonymous 4/11/2024 03:48 PM	No need for water features in City Park. Keep all the water activities at the Marc
Anonymous 4/11/2024 11:10 PM	The specifics of lighting for volleyball and basketball courts are key for playability. I encourage you to bring in seasoned and passionate players of both to advise on the specifics of lighting.
Anonymous 4/12/2024 08:58 AM	Not a replica of other playgrounds all over Park City. We also need indoor play areas to compliment outdoor water facilities that are only accessible in summer.

PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

Anonymous 4/19/2024 07:43 AM	Love the outdoors climbing feature in Jackson Wyoming
Anonymous 4/19/2024 01:20 PM	I don't utilize the park
Anonymous 4/19/2024 04:19 PM	Since space at the MARC is limited, perhaps move the pools to this area to create an aquatic center with year-round use opportunity
Anonymous 4/19/2024 04:37 PM	None.
Anonymous 4/19/2024 05:56 PM	I see all these features; slides, sand, water,climbing. How about some features for the adults paying the bills - and the taxes? The community center should NOT be "just for kids"
Anonymous 4/19/2024 09:48 PM	I like having the playground visible (maybe accessible) from the Poison Creek path. This will encourage more use. Is there an outdoor picnic area? Some picnic tables would be great. Lots of bike racks, including racks for wide tires (or alternate shapes).
Anonymous 4/20/2024 12:15 AM	Engage older kids (tweens) as well as toddlers/early elementary. They are still little too
Anonymous 4/20/2024 07:35 AM	Is it only for kids? What are you offering for adults?
Anonymous 4/20/2024 04:23 PM	What about a natural playground with some more fields.
Anonymous 4/21/2024 10:38 AM	No sand but yes to water
Anonymous 4/21/2024 11:17 AM	Please, the community needs a four seasons lap pool for adults.
Anonymous 4/21/2024 01:09 PM	Separate zones for big and small kids.

PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

4/21/2024 03:11 PM	parents to Follow young kids. The willow creek playground does a great job at this
Anonymous 4/24/2024 04:36 PM	Concerned at how small the playground is on the plans.
Anonymous 5/13/2024 04:49 PM	It's too big!!!! So much green space going away
Anonymous 5/13/2024 05:00 PM	No
Anonymous 5/13/2024 05:05 PM	Please provide shade and seating, a walking path, space for riding bikes -- thanks!
Anonymous 5/13/2024 05:09 PM	Need more pickle ball
Anonymous 5/13/2024 05:11 PM	No
Anonymous 5/13/2024 05:19 PM	Important for the playground is shade sails or canopies. Also would be great to have a water feature or splash pad. Really dislike that our only splash pad is currently in a parking lot at Basin Rec Fieldhouse. I hope to see something at this playground that sets it apart from our other great playgrounds!
Anonymous 5/13/2024 05:23 PM	The lap pool is poorly managed, has short hours, and needs a bubble to welcome lap swimming year round.
Anonymous 5/13/2024 05:31 PM	Aren't we getting a community center already at McPolin?
Anonymous 5/13/2024 05:39 PM	Love the parks!!
Anonymous 5/13/2024 05:43 PM	Please consider a redesign!! There has been SO much work put into preserving the historic aesthetic of Old Town (and even that falls short more often than not) and to build a giant, dark, overly modern building is just the antithesis of all of that. I don't oppose a community center at its root, but I am vehemently against the design proposed

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APPENDIX B:
PUBLIC OUTREACH
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PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

	here.
Anonymous 5/13/2024 05:43 PM	No
Anonymous 5/13/2024 05:48 PM	Consider adding a healthy snack bar and espresso stand
Anonymous 5/13/2024 06:24 PM	Suggest that you go back to the drawing board and rethink. Ecker Hill is the only pool in our community that can support competitive swim teams, meets, and invitationals. 6 lanes won't cut it
Anonymous 5/13/2024 06:25 PM	Separate areas for big and little kids. Space to play ball (kicking a soccer ball, playing catch)
Anonymous 5/13/2024 06:36 PM	I think all of the designs are good. My only wish is that the city builds additional tennis ans pickleball courts in the park. Pickleball has taken over the tennis courts and so it is now nearly impossiblw to play tennis in City Park.
Anonymous 5/13/2024 06:49 PM	In love all of these and hope you include them all as they all serve a purpose for our children. Very hard to rate.
Anonymous 5/13/2024 07:32 PM	Fort type areas seem to be a big hit with my kids
Anonymous 5/13/2024 07:49 PM	Won't use these facilities so no opinion.
Anonymous 5/13/2024 08:24 PM	I'm concerned about where the softball/baseball fields will go. We already have a lack of field space for teams to practice on. I apologize if this has been addressed and I missed it. Hopefully the community center will have a fun place for tweens/teens to enjoy.
Anonymous 5/13/2024 09:03 PM	save the money and add more pickleball courts
Anonymous 5/13/2024 09:29 PM	Offer skills classes for teenagers! Tennis clinic, basketball clinic, swim stroke clinic, water polo, etc.

PC MARC Aquatic Facilities Remodel and City Park Community Center Survey : Survey Report for 17 March 2024 to 13 May 2024

Anonymous 5/13/2024 09:32 PM	No more weird climbing things like the Prospector park. Please have toddler swings!
Anonymous 5/13/2024 09:39 PM	Make sure Volleyball courts face North to South with nets running East to West.
Anonymous 5/13/2024 10:14 PM	Pages for the rec center designs were too low resolution that I couldn't read the text.
Anonymous 5/13/2024 10:16 PM	Add more pickleball courts
Anonymous 5/13/2024 10:40 PM	My kids love to climb.
Anonymous 5/13/2024 10:49 PM	I encourage you to consider using exterior finishes that are more congruent with the surrounding aesthetic—even if it's just incorporating a bit of brick! I really think you'll regret not making the building feel more cohesive alongside the historic miners hospital. Part of what makes park city charming is the character of the architecture. The building should “fit” with what already makes the area special. I'm actually a fan of modern architecture, but really don't think the style is appropriate for this application! Please don't put a stark, soulless building at the heart of the park!!
Anonymous 5/13/2024 10:56 PM	With the current design, the area between the pools next to the tennis courts gets used as a congregation area for tennis teams and pickleball tournament players. In the new design, it doesn't look like there will be enough room there to congregate. Are the very wide steps down to the courts intended to be used as bleachers? I think it might be better to make them narrower like they are now so that the area above can be used by those wishing to watch the court action without blocking the steps.

Optional question (63 response(s), 127 skipped)
Question type: Essay Question

Ken Fisher, Recreation Director
Park City Municipal Corporation
445 Marsac Avenue
Park City, UT 84060

May 23, 2024

RE: Park City Community Center – Design Fee and Scope Amendment

Dear Mr. Fisher,

Thank you for considering Sparano + Mooney Architecture, Inc. to provide additional design services for the proposed new *Park City Community Center* project. This letter is a summary of our firm's proposed scope of work, deliverables, and design fees for this project from Schematic Design through Construction Administration. The scope of work is intended to build upon the Concept Deliverable Package completed by Sparano + Mooney Architecture on May 20, 2024.

Schematic Design

Scope:

1. Create a Revit BIM (Building Information Model) base for use by the full project consultant team.
2. Continue development of the design based on client feedback and comments from the Concept Design Package.
3. Develop drawings that illustrate the design intent in plan, elevation, and section.
4. Develop renderings and illustrations as needed for the MPD and CUP applications.
5. Meet with City departments such as IT, Maintenance, Engineering, and Sustainability for review of project technical requirements.

Deliverables include:

- Architectural site plan, floor plan, elevations, and building sections.
- Schematic level drawings including Mechanical, Plumbing, Fire, Structural, Civil, Landscape, and Food Service consultants.
- Schematic level energy model and PV sizing and layout related to the Net Zero project requirements.
- Provide input and recommendations related to evaluating and engaging a Construction Manager at Risk ("CMAR") for the project.
- Renderings and graphic material as needed for the MPD, CUP, and Public Outreach.
- (1) Presentation to each of the following groups: Recreation Department, City Departments, City Council, Planning Commission, and RAB.
- (1) Public Outreach Meeting to update the community and receive additional feedback on the design.

Design Development

Scope:

1. Continue development of the Revit BIM model by all consultants.
2. Continue development of the project based on client feedback and comments from the Schematic Design documents.
3. Continued development of drawings including site plans, floor plans, finish floor plans, interior and exterior elevations, building sections, wall sections, details, and door and window schedules.
4. Answer questions and provide assistance to the CMAR in providing a Design Development level Estimate of Probable Cost.

Deliverables include:

- Architectural site plans, floor plans, finish floor plans, interior and exterior elevations, building sections, wall sections, details, and door and window schedules.
- Design Development level drawings including Mechanical, Plumbing, Fire, Structural, Civil, Landscape, Food Service, and Acoustical consultants.
- Update of the energy model and PV sizing and layout.
- Develop project specifications (Project Manual).
- Review Design Development drawings with City's selected CMAR for the project.
- (1) Presentation to each of the following groups: Recreation Department, City Departments, Planning Commission, and RAB.

Construction Documents

Scope:

1. Complete the development of the Revit BIM model by all consultants.
2. Complete the project drawing and specifications in sufficient detail that the project can be bid accurately and constructed by the CMAR.
3. Finalize Net Zero energy modeling showing compliance with Park City LMC requirements.
4. Answer questions and provide assistance to the CMAR in providing 50% and 90% Construction Document level Estimates of Probable Cost.

Deliverables include:

- 50%, 90%, and 100% Construction Document submittals including drawings and specifications from full consultant team.
- Submittal of drawings to Park City for Building Permits, and response to Plan Check comments.
- Continued discussions and coordination with City's selected CMAR.
- (1) Presentation to each of the following groups: Recreation Department, City Departments, and RAB.

Construction Administration

Scope:

1. Answer CMAR questions via Addendum during bidding and negotiation.
2. Attend biweekly construction meetings through the duration of the project construction.
3. Review submittals.
4. Respond to contractor RFI's (Request for Information).
5. Produce ASI (Architect Supplemental Instructions) and PR's (Proposal Requests) as required.
6. Provide punch-list of the project at Substantial Completion and final review when punch-list items are completed by the contractor.
7. Review contractor provided O & M (Operation and Maintenance) manual.

Fees for Architectural and Engineering

Your investment in our services will be \$954,562. This is a lump sum, fixed fee that does not include reimbursable expenses. A breakdown of fees by consultant, by phase, and with hours is provided on the following sheet.

Assumptions and Exclusions

- a. The proposed Design Fee assumes delivery of a single bid package to the general contractor.
- b. The proposed Design Fee assumes a construction duration of no more than sixteen (16) months.
- c. The proposed Design Fee assumes no consultants, other than those defined in the proposal, are required for the project. If additional specialty consultants are required by the owner, SMA can provide those consultant deliverables at an additional cost.
- d. The proposed Design Fee assumes the project schedule will generally follow the Design Schedule (attached).

If this letter accurately reflects your understanding of the project and your expectation of the services Sparano + Mooney Architecture, Inc. is to provide, please sign and return a copy of this document to our office. We look forward to working with you on the *Park City Community Center* project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J.P. Sparano', with a large, sweeping flourish at the end.

John P. Sparano, FAIA

Approved: _____
Mr. Ken Fisher, Recreation Director

Date: _____

SPARANO + MOONEY ARCHITECTURE (SMA) FEE SCHEDULE - Schematic Design through Construction Administration
Park City Community Center, Park City, UT May 23, 2024

STAFF DESCRIPTION	Firm Principal	Project Architect/ Engineer	CAD Drafting	Administrative	TOTAL HRS	TOTAL FEE
Cost/hr	\$185.00	\$135.00	\$95.00	\$75.00		
Consultant Description						
LANDSCAPE ARCHITECTURE						
Hours for Schematic Phase	7.43	35.65	57.89	27.50	128	
Fees for this phase	\$1,375.00	\$4,812.50	\$5,500.00	\$2,062.50		\$13,750.00
Hours for Design Development Phase	2.70	12.96	21.05	10.00	47	
Fees for this phase	\$500.00	\$1,750.00	\$2,000.00	\$750.00		\$5,000.00
Hours for Construction Doc. Phase	16.15	77.45	125.79	59.75	279.14	
Fees for this phase	\$2,987.50	\$10,456.25	\$11,950.00	\$4,481.25		\$29,875.00
Hours for Construction Admin. Phase	7.91	37.92	61.58	29.25	136.65	
Fees for this phase	\$1,462.50	\$5,118.75	\$5,850.00	\$2,193.75		\$14,625.00
Total Landscape Fees						\$63,250.00
MECHANICAL & PLUMBING ENGINEERING						
Hours for Schematic Phase	11.41	54.72	88.86	42.21	197	
Fees for this phase	\$2,110.50	\$7,386.75	\$8,442.00	\$3,165.75		\$21,105.00
Hours for Design Development Phase	15.91	76.30	123.92	58.86	274.9839	
Fees for this phase	\$2,943.00	\$10,300.50	\$11,772.00	\$4,414.50		\$29,430.00
Hours for Construction Doc. Phase	18.79	90.13	146.38	69.53	324.8323	
Fees for this phase	\$3,476.50	\$12,167.75	\$13,906.00	\$5,214.75		\$34,765.00
Hours for Construction Admin. Phase	11.73	56.26	91.37	43.40	202.7574	
Fees for this phase	\$2,170.00	\$7,595.00	\$8,680.00	\$3,255.00		\$21,700.00
Total M/P Fees						\$107,000.00
ELECTRICAL ENGINEERING						
Hours for Schematic Phase	18.06	86.63	140.70	66.83	312	
Fees for this phase	\$3,341.60	\$11,695.60	\$13,366.40	\$5,012.40		\$33,416.00
Hours for Design Development Phase	21.67	103.95	168.83	80.19	374.64	
Fees for this phase	\$4,009.60	\$14,033.60	\$16,038.40	\$6,014.40		\$40,096.00
Hours for Construction Doc. Phase	21.68	103.96	168.84	80.20	374.6807	
Fees for this phase	\$4,010.00	\$14,035.00	\$16,040.00	\$6,015.00		\$40,100.00
Hours for Construction Admin. Phase	10.84	51.98	84.42	40.10	187.3404	
Fees for this phase	\$2,005.00	\$7,017.50	\$8,020.00	\$3,007.50		\$20,050.00
Total Electrical Fees						\$133,662.00
STRUCTURAL						
Hours for Schematic Phase	4.32	20.74	33.68	16.00	75	
Fees for this phase	\$800.00	\$2,800.00	\$3,200.00	\$1,200.00		\$8,000.00
Hours for Design Development Phase	13.51	64.81	105.26	50.00	233.5915	
Fees for this phase	\$2,500.00	\$8,750.00	\$10,000.00	\$3,750.00		\$25,000.00
Hours for Construction Doc. Phase	28.11	134.81	218.95	104.00	485.8703	
Fees for this phase	\$5,200.00	\$18,200.00	\$20,800.00	\$7,800.00		\$52,000.00
Hours for Construction Admin. Phase	10.27	49.26	80.00	38.00	177.5295	
Fees for this phase	\$1,900.00	\$6,650.00	\$7,600.00	\$2,850.00		\$19,000.00
Total Structural Fees						\$104,000.00
CIVIL						
Hours for Schematic Phase	2.70	12.96	21.05	10.00	47	
Fees for this phase	\$500.00	\$1,750.00	\$2,000.00	\$750.00		\$5,000.00
Hours for Design Development Phase	8.11	38.89	63.16	30.00	140.1549	
Fees for this phase	\$1,500.00	\$5,250.00	\$6,000.00	\$2,250.00		\$15,000.00
Hours for Construction Doc. Phase	10.81	51.85	84.21	40.00	186.8732	
Fees for this phase	\$2,000.00	\$7,000.00	\$8,000.00	\$3,000.00		\$20,000.00
Hours for Construction Admin. Phase	8.11	38.89	63.16	30.00	140.15	
Fees for this phase	\$1,500.00	\$5,250.00	\$6,000.00	\$2,250.00		\$15,000.00
Total Civil Fees						\$55,000.00

FOOD SERVICE						
Hours for Food Service	3.59	17.24	28.00	13.30	62	
Fees for this item	\$665.00	\$2,327.50	\$2,660.00	\$997.50		\$6,650.00
Total Food Service Fees						\$6,650.00
ARCHITECTURE						
Hours for Schematic Phase	65.54	314.35	510.53	242.50	1133	
Fees for this phase	\$12,125.00	\$42,437.50	\$48,500.00	\$18,187.50		\$121,250.00
Hours for Design Development Phase	78.65	377.22	612.63	291.00	1359.502	
Fees for this phase	\$14,550.00	\$50,925.00	\$58,200.00	\$21,825.00		\$145,500.00
Hours for Construction Doc. Phase	78.65	377.22	612.63	291.00	1359.502	
Fees for this phase	\$14,550.00	\$50,925.00	\$58,200.00	\$21,825.00		\$145,500.00
Hours for Construction Admin. Phase	39.32	188.61	306.32	145.50	679.7512	
Fees for this phase	\$7,275.00	\$25,462.50	\$29,100.00	\$10,912.50		\$72,750.00
Total Architecture Fees						\$485,000.00
Grand Total (hours)	516	2,475	4,019	1,909	8,919	
GRAND TOTAL (fees)						\$954,562.00

NOTES:

1) This proposal includes SMA involvement at a maximum of three (3) meetings/presentations to the City Council and the Planning Commission. This proposal also includes SMA involvement in two (2) public outreach meetings.

2) Reimbursable expenses are in addition to the fees delineated above.

REIMBURSABLE EXPENSES

Architectural Services – Hourly Rates

Principal Architect
\$185.00 per hour

Project Manager
\$135.00 per hour

Project Architect
\$135.00 per hour

Project Coordinator / Job Captain
\$110.00 per hour

Draftsperson / Renderer
\$95.00 per hour

Administrative
\$75.00 per hour

Reimbursable Expenses

Reimbursable expenses and any additional services performed by engineers or sub-consultants will be billed at their cost plus a 15% administrative fee. Expenses include: mileage and transportation in connection with a project, including authorized out-of-town travel; fees paid for securing approval of authorities having jurisdiction over a project; printing, plotting and reproduction services; postage, handling and express mail of drawings, specifications, and other documents; and renderings, materials, models, and mock-ups requested by the client. Note: Rates are effective for a period of 12 months from the date the contract is signed. A negotiated increase in rates of 5% minimum per year will be implemented for contracts extending beyond this date.

Reimbursable Unit Costs

Auto Mileage
Federal standard rate per mile

In-House Plotting of CAD Files
12" x 18" – \$2.50 per sheet
24" x 36" – \$5.00 per sheet
30" x 42" – \$7.50 per sheet
36" x 48" – \$10.00 per sheet

Black + White Printing
8-1/2" x 11" – \$0.75 per sheet
11" x 17" – \$1.50 per sheet

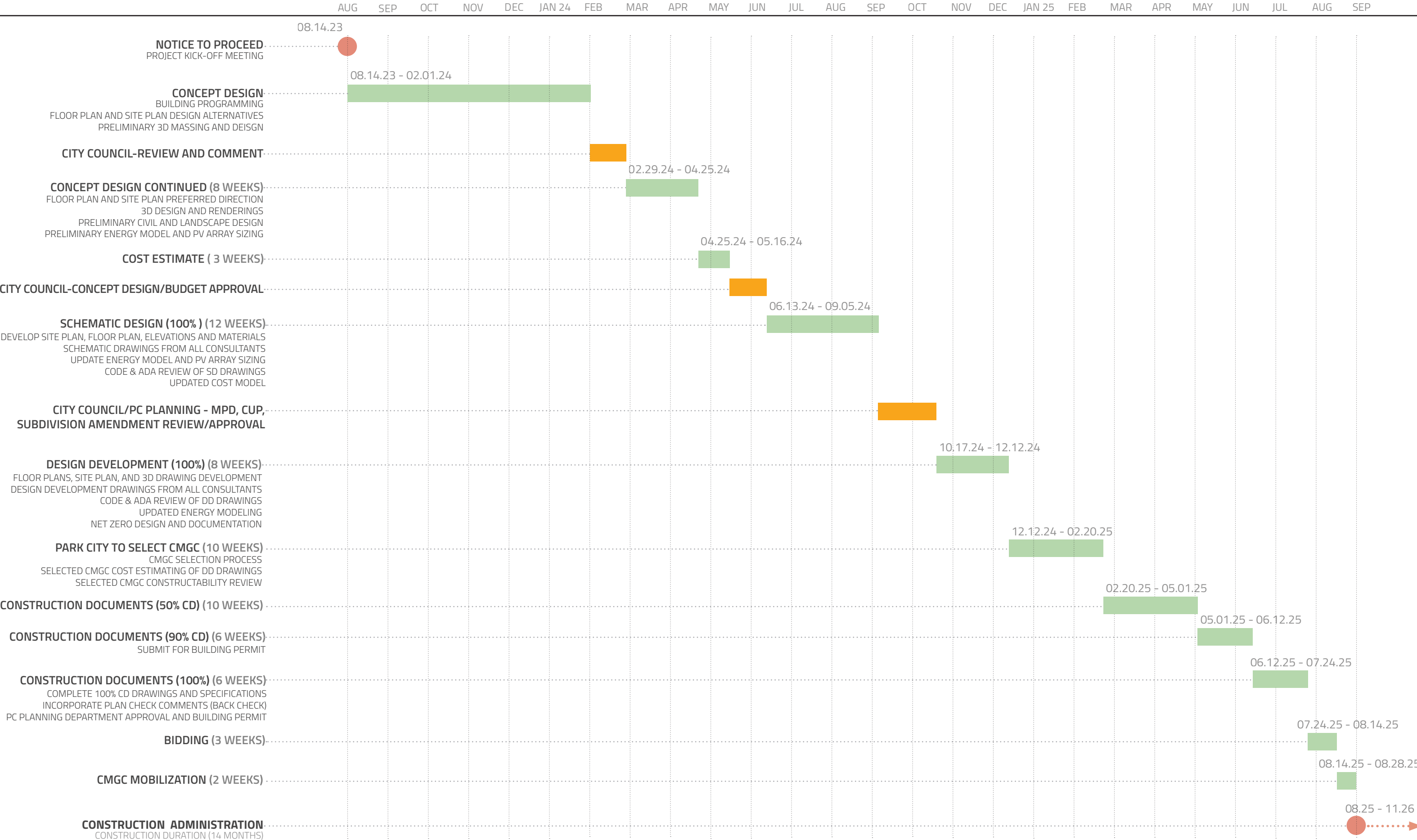
Color Printing
8-1/2" x 11" – \$3.50 per sheet
11" x 17" – \$5.75 per sheet
24" x 36" – \$15.00 per sheet
30" x 42" – \$22.00 per sheet
36" x 48" – \$27.00 per sheet

PROJECT DESIGN SCHEDULE
PARK CITY COMMUNITY CENTER

22NOV2023



SPARANO + MOONEY ARCHITECTURE





City Council Staff Report

Subject: Executive Municipal Officer Compensation
Department: Budget and Human Resources
Date: June 20, 2024

Recommendation

Hold the legally required public hearing before adopting a final budget that includes compensation increases for Executive Municipal Officers included in the Final FY 2025 Budget.

Background

During the 2024 Session, the Utah State Legislature passed Senate Bill 91, requiring a municipal governing body proposing a compensation increase for specified officers to notify and hold a public hearing on the proposed increases.

The bill amends [Utah Code section 10-3-818](#), Salaries in Municipalities. Under section 10-3-818(1), the City is required to set the compensation for elective and statutory officers by ordinance after holding a public hearing. That is a separate item on tonight's agenda.

The new requirement in section 10-3-818(2)(b) is for the City Council to hold a separate public hearing before adopting a final budget if the final budget includes a compensation increase for an executive municipal officer. This hearing was set on June 6, 2024 and noticed as required by statute.

Analysis

"Executive Municipal Officer" means city manager, deputy city manager, city attorney, department or division heads or chiefs, and deputy or chief assistants to department or division heads. "Compensation increase" means budgeted salary, bonus or incentive pay, vehicle allowance, and deferred salary.

Because the final proposed budget includes a compensation increase for Executive Municipal Officers, the City Council must hold a public hearing on these proposed increases before adopting the final budget.

The proposed compensation increases for Executive Municipal Officers are consistent with the citywide compensation plan, and are based on the comprehensive compensation study [conducted by NFP](#). The citywide compensation plan and budgeted amounts were presented to the Council on:

- [April 25, 2024](#)
- [May 2, 2024](#)
- [June 6, 2024](#)

As part of the compensation study, the City created 14 market-rate salary bands to accommodate more than 160 types of jobs. The new compensation plan, which will be implemented in FY25, ensures that all City employees in good standing are paid at least the minimum of the new market-rate salary bands.

Exhibit A below shows the maximum potential base salary increase for Executive Municipal Officer positions in FY25. It is important to note that the actual compensation received is subject to employee performance, years of experience, and the new market-rate salary band that corresponds with the position.

Exhibit A: FY25 Executive Municipal Officer Maximum Potential Base Salary Percent Increase by Position (Subject to Performance, Experience, and Salary Band)

Title	Maximum Potential Base Salary Increase (%)
Assistant Budget Director	13%
Assistant Planning Director (Vacant)	0%
Assistant Recreation Director	20%
Assistant Transportation Planning Manager	2%
Budget & Strategic Planning Director	2%
Building Maintenance Supervisor	2%
Chief Building Official	2%
Chief of Police	8%
City Attorney	2%
City Engineer	2%
City Manager	2%
Communications Manager	5%
Community Engagement Manager	2%
Deputy Chief Building Official	29%
Deputy City Attorney	2%
Deputy City Manager	8%
Deputy City Manager	13%
Director of Economic Development & Analytics (Vacant)	0%
Emergency Manager	2%
Environmental Sustainability Manager	2%
Finance Manager	2%
Fleet Manager	8%
Golf Course Manager	11%
Housing Director (Vacant)	0%
Human Resources Director	2%
Ice Rink General Manager	16%
IT & Customer Service Director	2%
Library Director	2%

Parking and TDM Manager	6%
Parks Superintendent	16%
Planning Director	2%
Police Captain	12%
Police Captain	12%
Property, Trails & Open Space Manager	2%
Public Utilities Director	2%
Public Works Director	16%
Recreation Director	2%
Special Events Manager	2%
Transit Manager (Vacant)	0%
Transportation Director	7%
Transportation Planning Department Manager	2%

Ordinance No. 2024-12

**ORDINANCE ESTABLISHING COMPENSATION FOR THE MAYOR, CITY COUNCIL,
AND STATUTORY OFFICERS FOR FISCAL YEAR 2024 – 2025
IN PARK CITY, UTAH**

WHEREAS, the City Council has the power to establish compensation schedules pursuant to Utah Code Section 10-3-818; and

WHEREAS, the number of duties for the Mayor, City Council, and Statutory Officers are significant and each elected officer is required to devote considerable time and expense to public service and community affairs; and

WHEREAS, a public hearing was duly advertised and held on June 20, 2024;

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

SECTION 1. REPEALED: All previous compensation ordinances regarding elected and statutory officers hereby are repealed.

SECTION 2. COMPENSATION FOR MAYOR, CITY COUNCIL, AND STATUTORY OFFICERS ADOPTED: The following salary levels are hereby adopted:

	<u>FY 2024-2025</u>
Mayor	
Wages	\$53,862.12 per year
Health Benefits (or cash in lieu)	\$23,529.48 per year
Car Allowance	\$ 3,000.00 per year
Total	\$80,392.60 per year
City Council	
Wages	\$27,823.97 per year
Health Benefits (or cash in lieu)	\$23,529.48 per year
Total	\$51,353.45 per year
City Manager	\$178,633 – \$284,241 per year
City Attorney	\$178,633 – \$284,241 per year
City Treasurer	\$114,360 -- \$171,540 per year
City Engineer	\$148,204 -- \$222,306 per year
City Recorder	\$101,385 -- \$152,077 per year

SECTION 3. BENEFITS: The Mayor and each member of the City Council shall receive family medical insurance. This benefit may be received as cash in lieu of the insurance coverage in the amount of \$23,529.48. The Mayor shall also receive \$250 per

month in car allowance. In addition, the Mayor and Mayor Pro-Tem. shall receive \$100 per wedding performed. Statutory officers are eligible for all benefits available to regular Full-Time Equivalents unless otherwise determined by the Mayor and City Council.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective July 1, 2024.

PASSED AND ADOPTED this 20th day of June, 2024.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

Resolution No. 12-2024

A RESOLUTION AMENDING THE FEE SCHEDULE

WHEREAS it is necessary to update the fee resolution to reflect the changing costs of performing services; and

WHEREAS, a public hearing was held on June 20, 2024, to receive public comments on the user fee changes.

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

SECTION 1. FEE SCHEDULE AMENDMENTS. The Park City Fee Schedule is hereby re-adopted with changes as outlined in Exhibit A.

SECTION 2. EFFECTIVE DATE. This resolution shall take effect on July 1, 2024.

PASSED AND ADOPTED this 20th day of June, 2024.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approve as to form:

City Attorney's Office

PARK CITY FEE SCHEDULE – Effective July 1, 202~~4~~³

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SECTION 1. CONSTRUCTION AND DEVELOPMENT RELATED FEES

1.1 PLANNING FEES

1.1.1 Plat/Subdivision *

Plat Amendment	\$900.00 per application
Subdivision	\$290.00 per lot/parcel
Administrative lot line adjustment	\$300.00 per application
Extension of Approval	\$330.00 per application

Condominium

Condominium or timeshare conversion	\$450.00 per unit
Record of Survey <u>Condominium</u>	\$450.00 per unit
<u>Plat</u>	\$100.00 per unit affected
Amendment to <u>Condominium Plat</u>	\$330.00 per application
Record of Survey Extension of Approval	

1.1.2	<u>Master Planned Development (MPD) Process *</u>	
	Pre-Master Planned Development	\$1,200.00
	<i>Application includes one formal staff review and Planning Commission review of compliance with General Plan that includes a public hearing. If applicant files for formal Master Planned Development the \$1,200 will apply toward the application fee.</i>	
	Master Planned Development	\$560.00 per unit equivalent
	<u>Affordable Master Planned Development</u>	<u>\$560.00 per unit equivalent</u>
	Modification to an MPD	\$330.00 per unit equivalent
1.1.3	<u>Conditional Use Permit (CUP) *</u>	
	Planning Commission Review	\$1,140.00 per application
	Steep Slope Review	\$1,330.00 per application
	Administrative Staff Review	\$330.00 per application
	Extension or Modification	\$330.00 per application
1.1.4	<u>Zone Changes *</u>	\$1,650.00
1.1.5	<u>Board of Adjustment *</u>	
	Variance	\$940.00 per application
1.1.6	<u>Architectural and Design Review</u>	
	<u>Historic District/Site</u>	
	New residential construction <1000 sf	\$200.00 per application
	New residential construction >=1000 sf	\$750.00 per application
	Commercial review	\$200.00 per unit equivalent for the first 10 units \$15.00/ue after
	<u>Non-Historic District/Site</u>	
	New Residential - SF/Duplex	\$200.00 per application
	Multi-Family/Commercial	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after
	Residential Additions	\$100.00 per application
	Commercial Additions	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after
1.1.7	<u>Historic Review *</u>	
	Historic Design Review (no increase in existing area)	\$210.00
	Historic Design Review (increase in existing area)	\$1,030.00
	Determination of Significance	\$350.00
	Certificate of Appropriateness for Demolition	\$300.00
1.1.8	<u>Land Management Code Review *</u>	\$2,000.00 per application
1.1.9	<u>General Plan Amendment *</u>	\$2,000.00 per application
1.1.10	<u>Sign Review</u>	
	Master Sign Plan Review	\$320.00
	Amendment to Master Sign Plan	\$120.00
	Individual sign permit	\$120.00 (\$118.80) plus 1% state tax
	Sign permit under master sign plan	\$130.00 (\$128.70) plus 1% state tax
	Temporary Sign Permit	\$60.00 (\$59.40) plus 1% state tax
1.1.11	<u>Annexation *</u>	\$5,850.00

Annexation Fiscal Impact Analysis	\$1,550.00
<i>plus actual cost of City approved consultant fee</i>	
Modification to Annexation Agreement	\$4,150.00
1.1.12 <u>Appeals Fees *</u>	
Appeals to Board of Adjustment	\$500.00
Appeals to City Council	\$500.00
Appeals to Historic Preservation Board	\$500.00
Appeals to Planning Commission	\$500.00
<u>Appeals to Appeals Panel</u>	<u>\$500.00</u>
1.1.13 TDR – Development Credit Determination	\$100.00

1.1.14 Refund of Withdrawn Planning Applications

In the case of a withdrawal of an application, the associated fees shall be refunded, less the actual cost for professional services rendered by City staff.

1.1.15 Reactivation Fee

For projects that have been inactive by the applicant for more than six months a Reactivation Fee of 50% of orig. application fee will be assessed

1.1.16 Attorney or Other Professional Services

Reimbursement for actual expense incurred

1.1.17 Mailing Fee

In addition to the Application Fee listed, the Applicant will also be responsible for a separate payment for the mailing of a property notice. A \$1.00 fee will be assessed per piece of mail that needs to be sent. The specifics on which Applications require property notices to be sent and to whom can be found in Land Management Code § 15-1-21, *Notice Matrix*.

1.1.18 Bicycle Parking Fee in Lieu. Applicants may pay a fee in lieu at \$150 per U-rack for outdoor bicycle parking and \$500 per square foot for enclosed bicycle parking when approved by the Planning Commission. See Land Management Code Section 15-3-9(F).

* Projects under these classifications may be assessed the additional cost of the property posting and courtesy mailing as required by Land Management Code regulations at the time of submittal.

1.2 BUILDING FEES

1.2.1 Impact Fee Schedule Impact fees are now located in the Park City Municipal Code, Title 11, Chapter 13.

1.2.2 Building Permit

Total Valuation	Free – Calculated by the actual value of construction, excluding the value of on-site renewable energy systems (including solar voltaic systems, ground source heat pumps and solar hot water)
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\$1.00 and up 1.05% of the total valuation of construction as herein above described with a minimum fee of \$50.00.

1.2.3 Plan Check Fees

a. Deposit. On buildings requiring plan checks at the time of building permit application, the applicant shall pay a deposit of \$500.00 for residential buildings; and \$2,000.00 for commercial buildings. The deposit shall be credited against the plan check fee when the permit is issued. This deposit is non-refundable in the event permits are not issued.

b. Fee. Except as otherwise provided herein, the plan check fee shall be equal to sixty-five percent (65.0%) of the building permit fee for that building. The plan check fee for identical plans shall be charged at a rate of \$54.26 per hour of total Community Development staff time. As used herein, identical plans means building plans submitted to Park City that: (1) are substantially identical to building plans that were previously submitted to and reviewed and approved by Park City; and (2) describe a building that is: (A) located on land zoned the same as the land on which the building described in the previously approved plans is located; and (B) subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans.

1.2.4 Mechanical Permit Plus 1% State Surcharge

See fee table below. Building Department enters the total valuation for materials and labor for each sub-permit into the Fee Table to determine the permit fee.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.5 Electrical Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00

\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.6 Plumbing Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2,000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.7 International Fire Code Fee Issuance Fee \$20.00

In Addition:

Aircraft Refueling Vehicles	\$30.00
Open Burning	\$50.00
Candles and Open Flames in Assembly Area	\$50.00
Compressed Gas	\$30.00
Explosives or Blasting Agents	\$150.00
Fireworks (Displays)	\$150.00
Firework (Sales)	\$75.00
Flammable Liquids	\$15.00
Flammable or Combustible Liquid Tanks	\$130.00
Hot Work (welding)	\$15.00
Liquefied Petroleum Gases (heaters and devices up to 5 units)	\$55.00 Liquefied
Petroleum Gases (heaters and devices) each additional unit	\$11.00 Liquefied
Petroleum Gases on an active construction site (125+ gal)	\$130.00 Places of
Assembly	\$50.00
Vehicles (liquid or gas fueled) within a building	\$130.00
Others not listed	\$15.00

Tents, air-supported structures and trailers \$.20 per square foot. Temporary structures built to permanent standards will be subject to fees set forth in Section 1.2.2. For plans already on file

and approved, the fee will be reduced to \$.13 per square foot.

1.2.8 Grading Plan Review and Permit Fees

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.9 Soil Sample Fee

\$100.00

1.2.10 Demolition Permit Fee

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.11 Flatwork Permit

Total valuation.

\$1.00 and up 1% of the total valuation of construction as herein above described with a minimum fee of \$15.00. Flatwork permits are subject to Plan Check fees as described above.

1.2.12 Other Inspections and Fees

Inspections outside normal business hours*	\$150.00 per hour (minimum charge 2 hours)
Re-inspection fee	\$150.00 per hour (minimum charge 1 hour)
Additional inspection services*	\$75.00 per hour (minimum charge 1 hour)
Starting work without a permit (first offense)	Double (x2) the building permit fee
Continuing work without a permit (second offense)	Quadruple (x4) the building permit fee
For use of outside consultants for plan reviews, inspections or both	Actual cost**

*Or the total hourly cost to the City, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. These services will be offered based on inspector availability.

** Actual Cost includes administrative and overhead costs.

1.3 **ENGINEERING FEES**

1.3.1 Construction Inspection Fees. Prior to receiving a building permit, a notice to proceed or plat approval, developers shall pay a fee equal to six percent (6%) of the estimated construction cost as determined by the City Engineer. In projects with private street systems that limit city inspection requirements to water, drainage, and other improvements, but not to streets, the inspection fee shall be four percent (4%) of the estimated construction cost of the improvements to be inspected as determined by the City Engineer. The city, upon notice to the developer, may charge the developer a fee of \$90.00 per man-hour to recoup costs to the city above the fee charged. The city may also charge \$90.00 per man-hour for re-inspections of work previously rejected.

1.3.2 Permit to Work in Public Right-of-Way

Application Fee is \$200.00. In addition, the applicant shall:

1. Prepare and submit, in accordance with the table below, an estimated cost for the total work to be performed. Any item of work not listed on the table below shall be included in the list of items at a price agreed to by the applicant and City Engineer's office. The applicant shall either:
 - Post an irrevocable letter of credit issued by a bank authorized to do Business in the State of Utah or an out-of-state bank, provided that a bank authorized to do Business in Utah confirms in writing that it will honor the letter of credit naming Park City Municipal Corporation as the payee of funds drawn against the letter of credit and guaranteeing the availability or cash bond equal to the estimated total cost; or
 - Submit a cashiers check equal to the estimated total cost.

At a minimum, letter of credit or cashier's check shall be \$2,000. The letter of credit or bond shall remain in effect for a period of one (1) year from the date of the work is actually completed to guarantee the adequacy of repairs made to the streets.

Bonding Amounts for Work in the Right of Way

Item	Measurement	Unit Costs
Removal of Gutter	LF	\$10.80
Replacement of Gutter	LF	\$78.00
Removal of Asphalt	SF	\$8.70
Replacement of Asphalt	SF	\$15.60
Removal of Cross Street Gutter	SF	\$13.50
Replacement of Cross Street Gutter	SF	\$86.40
Removal of Sidewalk	SF	\$7.80
Replacement of Sidewalk	SF	\$30.00
Excavation of Trench	CF	\$3.00
Excavation of Trench in Soils Dist	CF	\$8.80
Flow fill of Trenching	CF	\$8.80

2. Applicant shall submit proof of insurance.

Starting work in the right of way without a permit (first offense) – Double (x2) the work in the right of way application fee

Continuing work without a permit (second offense) – Quadruple (x4) the work on the right of way application fee

1.3.3- Fees for the Processing of Small Wireless Facility Applications

Fees shall be consistent with Utah Code Section 54-21-503:

- An application fee of \$100 for the collocation of a small wireless facility on an existing or replacement utility pole for each small wireless facility on the same application.
- An application fee of \$250 for each application to install, modify, or replace a utility pole associated with a small wireless facility.
- An application fee of \$1,000 per application for an activity that is not a permitted use described in Utah Code Section 54-21-204, ~~an application may not exceed \$1,000 per application~~ to (a) install, modify, or replace a utility pole; or (b) install, modify, or replace a new utility pole associated with a small wireless facility.

1.3.4 Fees for Use or Occupancy of Right-of-Way for Small Wireless Facilities

Fees shall be consistent with Utah Code Section 54-21-502:

- For the right to use or occupy a right-of-way:
 - (a) for the collocation of a small wireless facility on a utility pole in the right-of-way; or
 - (b) for the installation, operation, modification, maintenance, or replacement of a utility pole in the right-of-way
- a wireless provider will pay a fee equal to the lesser of:
- (a) 3.5% of all gross revenue related to the wireless provider's use of the right-of-

way for small wireless facilities; or
(b) \$250 annually for each small wireless facility.

- However, if a wireless provider is subject to the municipal telecommunications license tax under Title 10, Chapter 1, Part 4, Municipal Telecommunications License Tax Act of the Utah Code, this section does not apply.

1.3.5 Fees for Collocating a Small Wireless Facility on a City Pole

Fees shall be consistent with Utah Code Section 54-21-504:

- \$50 per City pole per year to collocate a small wireless facility on a City pole.

1.3.6 Road Closure Permit

Application fee is \$~~50.00~~100.00

Closing the road without a permit (first offense) – Double (x2) the work in the right of way application fee

Closing the road without a permit (second offense) – Quadruple (x4) the work on the right of way application fee

1.4 ADMINISTRATIVE CODE ENFORCEMENT (ACE) FEES

1.4.1 Civil Fee Schedule

Daily Violation Fee \$100.00 per day
Re-inspection Fee \$75.00

1.4.2 Operating without a Type 2 CSL \$800.00 per violation

SECTION 2. UTILITY FEES

2.1 WATER IMPACT FEES. Water Impact Fees are located in the Park City Municipal Code, Title 11, Section 13.

2.2 MONTHLY WATER METERED SERVICES FEE SCHEDULE:

2.2.1 Base Rates & Meter Price (For all water billed on or after July 1, ~~2023~~2024).

2.2.1.1 Single Family Residential

Meter Size	<u>FY25 Base Rate</u> <u>FY24 Base Rate</u>	<u>FY25 Meter Price</u> <u>FY24 Meter Price</u>
3/4"	<u>\$57.73</u> \$55.24	<u>\$1,007.31</u> \$963.93
1 "	<u>\$77.93</u> \$74.57	<u>\$1,157.72</u> \$1,107.87
1.5" Or larger	<u>\$92.42</u> \$88.44	<u>\$1,647.08</u> \$1,576.15

2.2.1.2 Multi-Family Residential

Meter Size	<u>FY25 Base Rate</u> <u>FY24 Base Rate</u>	<u>FY25 Meter Price</u> <u>FY24-</u> <u>Meter Price</u>
3/4"	<u>\$74.82</u> \$71.60	<u>\$1,007.31</u> \$963.93
1"	<u>\$126.98</u> \$121.51	<u>\$1,157.72</u> \$1,107.87
1.5"	<u>\$271.24</u> \$259.56	<u>\$1,647.08</u> \$1,576.15
2 "	<u>\$565.65</u> \$541.29	<u>\$2,913.36</u> \$2,787.90
3"	<u>\$1,472.07</u> \$1,408.68	<u>\$3,446.65</u> \$3,298.23
4"	<u>\$2,672.45</u> \$2,557.37	<u>\$6,005.69</u> \$5,747.07
6"	<u>\$5,037.65</u> \$4,820.72	<u>\$9,343.67</u> \$8,941.31

2.2.1.3 Commercial

Meter Size	<u>FY25 Base Rate</u> <u>FY24 Base Rate</u>	<u>FY25 Meter Price</u> <u>FY24-</u> <u>Meter Price</u>
3/4"	<u>\$89.79</u> \$85.92	<u>\$1,007.31</u> \$963.93
1"	<u>\$152.37</u> \$145.81	<u>\$1,157.72</u> \$1,107.87
1.5"	<u>\$325.49</u> \$311.47	<u>\$1,647.08</u> \$1,576.15
2 "	<u>\$678.78</u> \$649.55	<u>\$2,913.36</u> \$2,787.90
3"	<u>\$1,766.36</u> \$1,690.30	<u>\$3,446.65</u> \$3,298.23
4"	<u>\$3,206.94</u> \$3,068.84	<u>\$6,005.69</u> \$5,747.07
6"	<u>\$6,045.18</u> \$5,784.86	<u>\$9,343.67</u> \$8,941.31

2.2.1.4 Irrigation

Meter Size	<u>FY25 Base Rate</u> <u>FY24 Base Rate</u>	<u>FY25 Meter Price</u> <u>FY24-</u> <u>Meter Price</u>
3/4"	<u>\$166.02</u> \$158.47	<u>\$1,007.31</u> \$963.93
1"	<u>\$367.38</u> \$351.56	<u>\$1,157.72</u> \$1,107.87
1.5"	<u>\$923.30</u> \$883.54	<u>\$1,647.08</u> \$1,576.15
2"	<u>\$923.30</u> \$883.54	<u>\$2,913.36</u> \$2,787.90
3"	<u>\$923.30</u> \$883.54	<u>\$3,446.65</u> \$3,298.23
4"	<u>\$923.30</u> \$883.54	<u>\$6,005.69</u> \$5,747.07
6"	<u>\$923.30</u> \$883.54	<u>\$9,343.67</u> \$8,941.31

2.2.1.5 Construction

Base Rate: \$369.00 ~~\$353.11~~

2.2.1.6 Necessitous

Base Rate: \$5.54 ~~\$5.30~~

2.2.2 Water Consumption Rates. The following water consumption rates apply. Relief in the event of a leak may be granted, consistent with the leak policy.

2.2.2.1 Single Family Residential

	<u>Block 1</u>	<u>Block 2</u>	<u>Block 3</u>	<u>Block 4</u>	<u>Block 5</u>	<u>Block 6</u>
Price per 1,000 gallons	<u>\$7.19</u> \$6.88	<u>\$9.49</u> \$9.08	<u>\$12.26</u> <u>\$11.73</u>	<u>\$17.28</u> \$16.54	<u>\$24.14</u> \$23.10	<u>\$36.21</u> \$34.65
Gallons in Block	0-5,000	5,001-10,000	10,001-20,000	20,001 – 30,000	30,001-40,000	Over 40,000

2.2.2.12.2.2.2 Multi-Family Residential

	Block 1	Block 2	Block 3	Block 4	Block 5	Block 6
Price per 1,000 gallons	\$7.19 \$6.88	\$9.49 \$9.08	\$12.26 \$11.73	\$17.28 \$16.54	\$24.14 \$23.10	\$36.21 \$34.65
3/4" in Block	0- 5,000	5,001 – 10,000	10,001 – 20,000	20,001 – 30,000	30,001-40,000	Over 40,000
1" Meter, Allowance in Block	0- 10,000 10,000	10,001 – 20,000	20,001 – 30,000	30,001 - 40,000	40,001-70,000	Over 70,000
1.5" Meter, Allowance in Block	0- 20,000	20,001 – 30,000	30,001- 50,000	50,001 – 90,000	90,001-130,000	Over 130,000
2" Meter, Allowance in Block	0 - 30,000	30,001- 50,000	50,001 – 90,000	90,001– 130,000	130,001-150,000	Over 150,000
3" Meter, Allowance in Block	0 - 40,000	40,001 – 110,000	110,001 – 150,000	150,001 – 200,000	200,001-400,000	Over 400,000
4" Meter, Allowance in Block	0 - 130,000	130,001 – 150,000	150,001 – 200,000	200,001 - 400,000	400,001-600,000	Over 600,000
6" Meter, Allowance in Block	0-150,000	150,000 – 200,000	200,001 – 400,000	400,001 – 800,000	800,001- 1,000,000	Over 1,000,000

2.2.2.22.2.2.3 Commercial

	Block 1	Block 2	Block 3	Block 4	Block 5
Price per 1,000 gallons	\$9.49 \$9.08	\$12.26 \$11.73	\$17.28 \$16.54	\$24.14 \$23.10	\$36.21 \$34.65
3/4" Meter, Allowance in Block	0 - 5,000	5,001 – 10,000	10,001- 20,000	20,001-30,000	Over 30,000
1" Meter, Allowance in Block	0 – 10,000	10,001 – 30,000	30,001-90,000	90,001-150,000	Over 150,000
1.5" Meter, Allowance in Block	0 – 30,000	30,001 – 50,000	50,001-130,000	130,001- 400,000	Over 400,000
2" Meter, Allowance in Block	0 – 50,000	50,001 – 90,000	90,001-200,000	200,001-600,000	Over 600,000
3" Meter, Allowance in Block	0 – 130,000	130,001 – 150,000	150,001- 400,000	400,001-1,000,000	Over 1,000,000
4" Meter, Allowance in Block	0 – 150,000	150,001 – 400,000	400,001-800,000	800,001-1,000,000	Over 1,000,000
6" Meter, Allowance in Block	0 – 200,000	200,001 – 100,000,000	1,000,001- 1,600,000	1,600,001- 1,800,000	Over 1,800,000

2.2.2.32.2.2.4 Irrigation

	Block 1	Block 2	Block 3	Block 4
Price per 1,000 gallons	\$12.26 \$11.73	\$17.28 \$16.54	\$24.14 \$23.10	\$36.21 \$34.65
3/4" Meter, Allowance in Block	0 – 10,000	10,001 – 30,000	30,001-90,000	Over 90,000
1" Meter, Allowance in Block	0 – 30,000	30,001 – 90,000	90,001-200,000	Over 200,000
1.5" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
2" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
3" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
4" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
6" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000

~~2.2.2.4~~2.2.2.5 Construction \$~~14.93~~14.29 per 1,000 gallons

~~2.2.2.5~~2.2.2.6 Necessitous

The Necessitous Base Rate includes 10,000 gallons. Water consumption above 10,000 gallons is charged per the Single-Family Residential rate structure in paragraph 2.2.2.1.

~~2.2.2.6~~2.2.2.7 Contract Rules

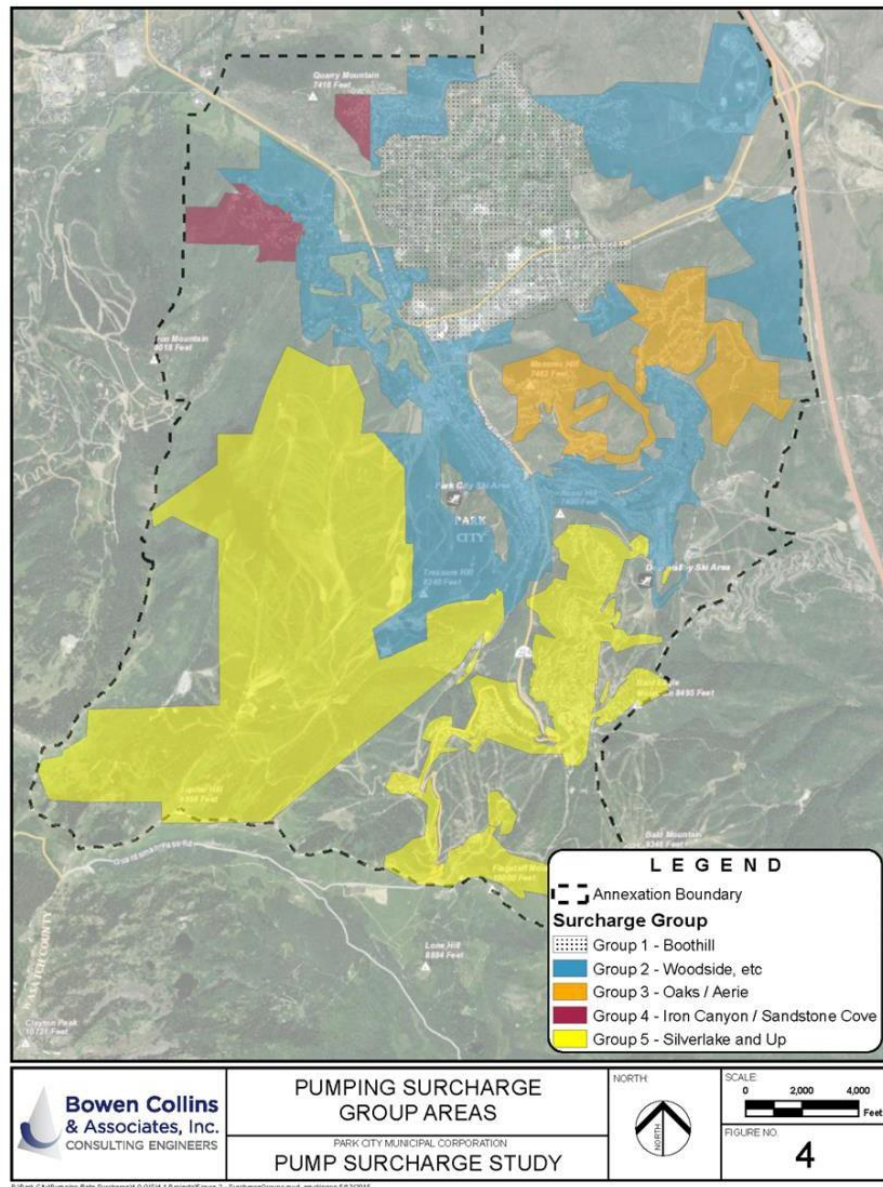
The City will honor the rates as they are set by a Council approved contract.

2.2.3 Energy Surcharge (For all water billed on or after July 1, ~~2024~~2023). All water billed under 2.2.2, except for paragraph 2.2.2.7 Contract Rules, shall be billed a location dependent Energy Surcharge, comprised of a Pumping Surcharge and an Efficiency Optimization Surcharge.

2.2.3.1. Surcharge Group

The following table and associated map identify an account's Surcharge Group Number. Conflicts between the map and the table will be resolved by reference to the table.

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group
1	Boothill	29
2	Woodside, etc	8,10,17,18,19,20,21,22,
		23,24,25,26,27,42,48,49,30,32
3	Oaks / Aerie	11,12,13,14,15,16
4	Iron Canyon / Sandstone Cove	28,31
5	Silver Lake and Up	1,37,2,3,4,5,6,7,
		34,38,39,40,41



2.2.3.2 Energy Surcharge

An Energy Surcharge shall be assessed by Surcharge Group and at a price per 1,000 gallons by as follows:

Group No	Energy Surcharge
1	\$0.68 \$0.65
2	\$1.62 \$1.55
3	\$2.82 \$2.70
4	\$3.54 \$3.39
5	\$4.82 \$4.61

2.3 WATER VIOLATION PENALTIES

\$150.00	first violation
\$200.00	second violation
\$400.00	third violation
\$500.00	fourth violation
\$750.00	for the fifth violation and for each subsequent violation within that calendar year.

2.4 WATER SERVICE REINSTATEMENT FEE

The reinstatement fee shall be assessed at reconnection, based on the amount of time ~~since the~~since the account was last active.

Time since last active	Amount
0-30 days	\$100.00
31-60 days	Two months' base rate as previously billed.
61-90 days or more	Three months' base rate as previously billed.

2.5 WATER METER ~~TESTING FEES~~ \$500.00 per test

2.5.1 Water Meter Testing Fee \$500.00

2.5.2 New Meter Reinspection Fee \$150.00

2.6 WATER LABOR/EQUIPMENT OR SUPPLIES RATE

- 2.6.1 Water Labor during business hours \$50.00 per hour (rounded up to the nearest half-hour)
- 2.6.2 Water Labor after hours \$70.00 per hour (rounded up to the nearest half-hour)
- 2.6.3 Backhoe, Mini Excavator, Skid Steer, Thawing Machine, Crane Truck, or 2-Ton Dump Truck \$45.00 per hour (rounded up to the nearest half-hour)

2.7 WATER PARTS & SUPPLIES RATE Cost + 15% stocking fee

2.8 FIRE HYDRANT METER DEPOSIT FEE

2 Inch Meter	\$1,950.00
¾ Inch Meter	\$500.00
Fire hydrant wrench deposit fee	\$50.00
Meter Radio	\$200.00

2.9 RENTER DEPOSIT \$175.00

2.10 NON-MAILED SHUT-OFF NOTICE FEE \$75.00

2.11 IMPROPER WATER SHUT-OFF OR TURN ON \$250.00

2.12 STORMWATER FEE

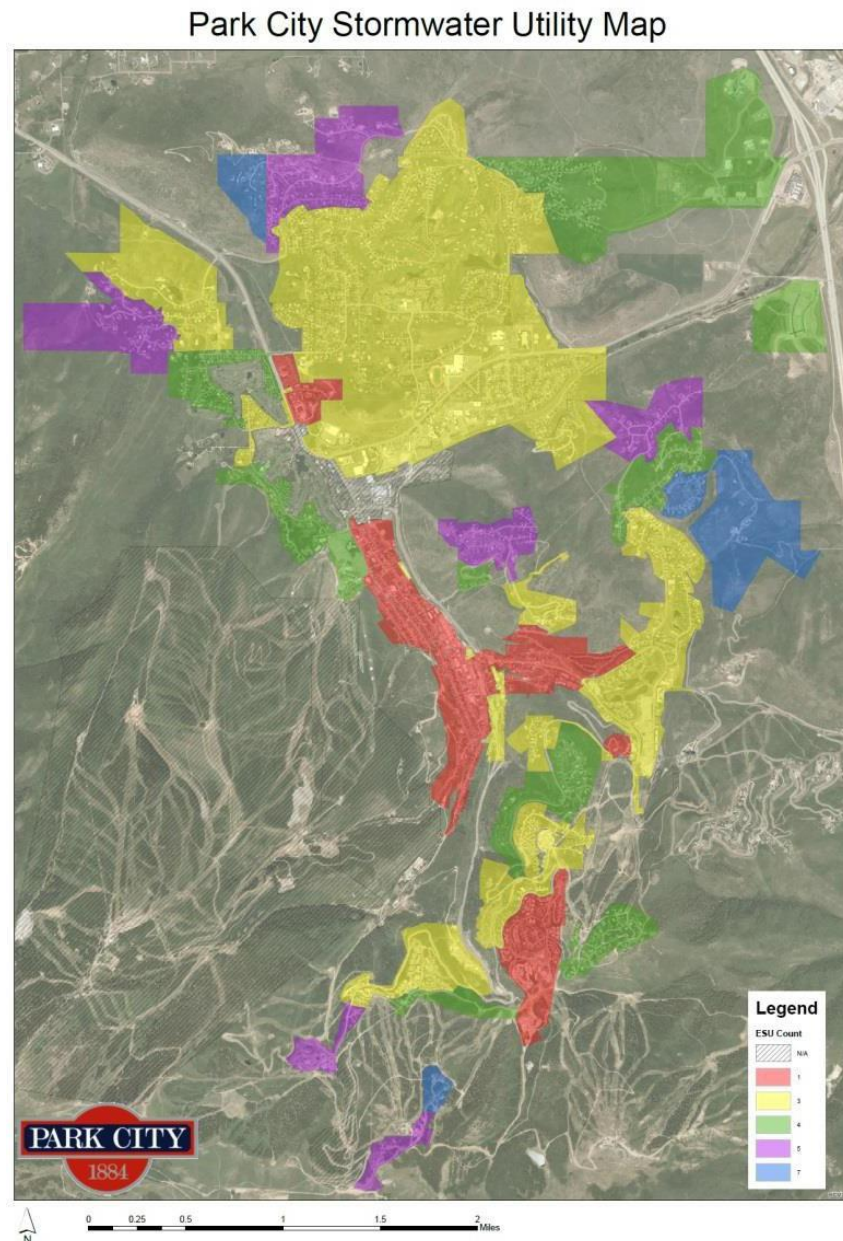
2.12.1 An Equivalent Surface Unit or ESU \$7,287.07

2.12.1.1 Green Infrastructure Reduction

After submittal of a complete application for a Green Infrastructure ESU reduction, an account may be eligible for a reduction of up to 20% of the ESU fee listed in 2.12.1.2.

2.12.2 Single Family Residential Initial Assignment

A Single Family Residential property shall be assigned an ESU number ~~based~~based on the following map. The assignment may be changed based on an evaluation of an individual property.



The default Residential ESU Map was updated to reflect the construction that has occurred in Park City Heights. A new average in the Phase I decreases the default ESU

count of 4 to a default of 2. All other zones remain the same.

2.12.3 Multi-Family Residential Initial Assignment

A Multi-Family Residential property shall be assigned 1 ESU per dwelling unit. This assignment may be changed based on an evaluation of an individual property.

SECTION 3. SPECIAL MEETINGS FEES

3.1 SPECIAL COUNCIL MEETING

\$270.00 for initial 30 minutes and
\$133.00 per 30 minutes thereafter

When a special council meeting (not regularly scheduled) must be called to accommodate an applicant for a license, permit or any other issue not requested by Council or staff, the applicant will be assessed a \$270 fee per application. If the meeting is longer than 30 minutes the applicant will be charged an additional \$133 per 30 minute increment thereafter.

3.2 TYPE 2 CSL SPECIAL MEETING

\$76.00 per applicant

SECTION 4. BUSINESS LICENSING

4.1- 4.5.

PARK CITY BUSINESS LICENSE FEE SCHEDULE									
Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate	Unit of Measure		Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure
Ski Resort	\$0.26	Skier Day	\$0.01	Skier Day		-	\$22.00	\$149.00	License
Lodging	\$19.25	Per Bedroom	\$9.49	Per Bedroom		-	\$17.00	\$149.00	License
Restaurant	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.		-	\$22.00	\$149.00	License
Outdoor Dining	\$0.06	Per Sq. Ft.	\$0.03	Per Sq. Ft.		-	\$22.00	\$149.00	License
Retail	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.		-	\$22.00	\$149.00	License
Large Retail (>12,000 sq. ft.)	\$0.16	Per Sq. Ft.	\$0.07	Per Sq. Ft.		-	\$22.00	\$149.00	License

Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate		Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure
Office, Service, Other	\$0.21	Per Sq. Ft.	\$0.01	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Warehouse	\$0.06	Per Sq. Ft.	\$0.00	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Resort and Amusement	\$1.04	Per User	\$0.05	Per User	-	-	\$22.00	\$149.00	License
For-Hire Ground Transportation Vehicles	\$37.50	Per Vehicle	\$1.75	Per Vehicle	\$45.58	Per Vehicle	\$71.83	\$71.83	License
Other Commercial Vehicles and Trailers	\$7.50	Per Vehicle	\$0.29	Per Vehicle	-	-	\$22.00	\$74.00	License
Employee Based	\$3.75	Per Employee	\$0.15	Per Employee	-	-	\$22.00	\$149.00	License
Commercial Vending, Game and Laundry Machines	\$18.75	Per Machine	\$0.73	Per Machine	-	-	\$22.00	\$149.00	License
Escort Services	\$3.75	Per Employee	\$0.15	Per Employee	\$46.19	Per Employee	\$22.00	\$149.00	License
Solicitor	\$10.50	Per Solicitor	\$2.50	Per Solicitor	-	-	\$74.00	\$74.00	License

	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renew-als	Rate New/Inspections	Unit of Measure
Alcoholic Beverage/ Single Event Alcoholic Beverage	\$27.92	Per License	\$12.50	Per License	\$45.58	Per License	\$100.00	\$100.00	License
Type 1 CSL	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	-	-	\$149.00	License
Type 2 CSL	\$288.00	Per License	\$125.00	Per License	\$45.58	Per License	-	\$372.00	License
Type 3 CSL	-	-	-	-	-	-	-	\$149.00	License
Outdoor Sales	*In addition to regularly issued business license							\$5.00	License
Outdoor Sales-Promotion by Merchants Association	*In addition to regularly issued business license							\$4.00	License
Outdoor Sales-Seasonal Plants								\$50.00	License

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 — Alarm Monitoring Fees

~~\$100.00 — Cash deposit to be posted at time of installing each alarm system within the Park City limits.~~

~~\$ — 0 — First response within 6 months, no fee deducted from \$100.00 bond.~~

~~\$25.00 — Second response to premise within 6 months, and for each subsequent response to said premise. [\$25 deducted from bond].~~

5.25.1 Direct Access Alarms

\$100.00 Per alarm connected through a direct access device, and not per alarm company, for the initial installation of the alarm.

\$50.00 Per year, per alarm for subsequent years or parts thereof.

5.3 ~~Vehicle Impound Fee~~

~~\$20.00 Per vehicle, per impound (also see Section 7.7).~~

5.35.2 Contract Law Enforcement Services

Police Officer (per employee, per hour - four hour minimum) ~~\$75.00~~\$100.00

Holiday (per employee, per hour - four hour minimum) ~~\$165.00~~\$200.00

SECTION 6. GRAMA (Government Records Access and Management Act) FEES.

6.1 Copies. Copies made at a city facility: \$.10 per page for black and white and \$1.00 for color*. Double-sided copies shall be charged as two pages. *For police records requests, see Section 6.6.

6.2 Copies from outside copiers. The city reserves the right to send the documents out to be copied and the requestor shall pay the actual cost to copy the documents, including any fee charged for pick-up and delivery of the documents.

6.3 Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay actual cost for staff time and mileage (computed using the current official federal standard mileage rate).

6.4 Compiling Documents in a form other than that normally maintained by the City, pursuant to U.C.A. 63G-2-203 (2022). In the event the City compiles a record in a form other than that normally maintained by the City, the actual costs under this section may include the following:

(2)(a)(i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing, or tailoring the record either into an organization or media to meet the person's request;

(ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and

(iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (2)(a)(i) and (ii).

(b) An hourly charge under Subsection (2)(a) may not exceed the salary of the ~~lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request~~ GRAMA coordinator in each affected department.

6.5 Fee Waiver for Public Benefit. The City may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the

individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

6.6 Requests for Police Records

~~\$10.00~~ \$15.00 per police report/traffic accident report

~~\$20.00~~ \$25.00 per ~~CD (compact disc) of Video or Photographs~~ media transfer via USB drive or download

\$30.00 per video needing redaction for up to two (2) officers

\$50.00 per video needing redaction for up to three (3) officers

\$5.00 per printed color photograph

\$15.00 per fingerprinting request

SECTION 7. PARKING. METER RATES. VIOLATIONS. TOWING. AND IMPOUND FEES

7.1 PURPOSE AND PHILOSOPHY. Parking Services applies fees and fines through permitting and enforcement in order to regulate and maintain parking compliance. Paid parking and application of code and fees are -imperative pieces of Transportation Demand Management. The parking department is maintained as an enterprise revenue fund. Additional revenues are allocated to capital improvement projects and maintenance to benefit the Old Town and historic residential districts.

Fines for meter violations are as follows:

First thru Fifth (1st - 5th) violation per registered owner(s):

Effective July 1, 2022

\$50.00-from the date of violation until fourteen (14) days following the violation, escalating to:

\$55.00 after 14 days;

\$58.00 after 30 days;

\$60.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective July 1, 2022

\$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$80.00 after 14 days;

\$85.00 after 30 days;

\$90.00 after 60 days

7.2 Fines for mobility disabled space violations are as follows:

Effective July 1, 2022

\$300.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$325.00 after 14 days;

\$350.00 after 30 days;

\$375.00 after 60 days

7.3 Fines for special event parking violations. When enacted by the City Manager under Section 7.7, the fines for special event parking violations are as follows:

~~A. Egregious violations (i.e., obstructing traffic on Main Street or along bus routes) or mobility disabled space violations. \$200.00 from the date of violation until fourteen (14) days following the violation, escalating to:~~

~~\$215.00 after 14 days;
\$235.00 after 30 days;
\$250.00 after 60 days~~

~~B. Fines for all other special event parking violations.~~

~~Effective July 1, 2022~~

~~\$200.00 from the date of violation until fourteen (14) days following the violation~~

~~\$215.00 after 14 days;
\$235.00 after 30 days;
\$250.00 after 60 days~~

7.47.3 Fines for time limit parking violations are as

follows:

Effective July 1, 2022

\$50.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$55.00 after 14 days;
\$58.00 after 30 days;
\$60.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2022

\$60.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$65.00 after 14 days;
\$70.00 after 30 days;
\$75.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective July 1, 2022

\$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$80.00 after 14 days;
\$85.00 after 30 days;
\$90.00 after 60 days

7.57.4 Fines for all other parking violations are as follows:

Effective July 1, 2022
\$60.00 from the date of violation until fourteen (14) days following the violation, escalating to:
\$65.00 after 14 days;
\$70.00 after 30 days;
\$75.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2022
~~\$75.00~~\$60.00 from the date of violation until fourteen (14) days following the violation, escalating to:
~~\$80.00~~\$65.00 after 14 days;
~~\$85.00~~\$70.00 after 30 days;
~~\$90.00~~\$75.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective July 1, 2022
\$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:
\$80.00 after 14 days;
\$85.00 after 30 days;
\$90.00 after 60 days

7.67.5 Parking Permits.

China Bridge Parking Permits –Business Permit: Businesses with a Main Street area address and a valid business license are eligible to purchase a parking permit(s) valid for China Bridge and Gateway covered areas. The permit is not valid during major events. Alternative parking areas may be provided for these events. This permit allows parking beyond the 6 hour limit not to exceed 72 hours at one time in a parking space. Cost for this permit is up to \$500.00 annually, up to \$250.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for \$200.00 subject to approval by the Parking Manager.

Drop & Load Parking Permits - \$200 per vehicle annually, \$100 replacement permit Ground Transportation, Lodging and TNC Companies with a valid business license per Title 4-8 and Title 9 are eligible to purchase a parking permit(s) valid for Drop and Load areas during timeframes, seasons, Special Events, and locations as approved by the Parking Manager and City Manager. Drop and Load parking permits may be transferable between vehicles.

Old Town Employee Parking Permit - \$30 per month Old Town employees with a Main Street area business address may apply for a monthly paid permit for \$30 per month. This permit allows for parking all hours (except where signed otherwise) in the China Bridge parking structure. This permit is non-transferrable and not a shareable permit. Quantities are limited with a first-come first-served basis. The permit is NOT valid during major events. Alternative parking locations maybe provided. Payments for this permit are automatically charged to the account holder until it is cancelled by the account holder.

Residential Business Permit – up to \$25.00 per day – businesses operating and requiring parking in residential permit zones including nightly rentals, landscaping, plumbing, etc. Replacement permit cost is \$20.00

A. 7.77.6 Special Event Parking. The City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a ~~Master Festival License~~ Special Event Permit. The fee for ~~these Special Event Parking Permits and~~ Special Event Meter Rates will not exceed \$60.00 per space per day. Fines for special event parking violations are \$200.00 from the date of violation until fourteen (14) days following the violation, escalating to:
\$215.00 after 14 days;
\$235.00 after 30 days;
\$250.00 after 60 days

~~G.~~

7.7.78 Tow and Storage Fees. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts, as outlined in the Park City Police Department Towing Rate Schedule. ~~Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park Police Department Towing Rate Schedule.~~

Vehicles relocated from/to City parking are subject to administrative/towing fees up to \$100.

7.9 7.8 Immobilization Fee \$50.00

7.107.9 Fees for Special Use of Public Parking are as follows:

Main Street, Heber Avenue, Park Avenue (Heber to 9th St): Daily rate of \$20.00 per space

Swede Alley: Daily rate of \$15.00 per space

Sandridge, South City Park, Residential Permit Zones: Monthly rate of \$25.00 per space

- a. Up to two spaces for vehicle parking with approved and active building permit (issued in concert with the Building Department):
\$100.00
- b. Vehicle Permits: \$75.00 per space per month
- c. Dumpster or Equipment Permit: \$75.00 per space per month

Pay station removal for construction: \$1,000.00

Application Fee: \$50.00

Applications are reviewed by appropriate divisions, such as Parking Services, Transportation, Police, Building Departments, and Special Events.

7.117.10 Garage and Surface Lot Parking Rates, Effective July 1, 2022:

Peak Season, December through April 15 and June through September

China Bridge:

Midnight - 8:00 a.m. – FREE, no hourly max
8:00 a.m. -6:00 p.m. \$1.00/hour, 5th hour \$30, no hourly max
6:00 p.m.-Midnight – \$3.00/hour, no hourly max
Hourly rate may be modified, and may not exceed \$4.00/hour
FREE for Main Street permit holders
~~11:00 a.m. - 6:00 p.m. – FREE, no hourly max~~
~~6:00 p.m. -Midnight – \$3.00/hour, no hourly max~~
~~Hourly rate may be modified, and may not exceed \$4.00/hour~~
~~Lost ticket fee will equal the maximum daily fee~~

Swede Alley, ~~Flag Pole,~~ & Bob Wells Plaza:

~~Midnight –11- 8:00 a.m. – FREE, 4-hour~~
~~no hourly max~~
~~11:00 a.m. –5:00p.m. –~~
~~FREE\$1.00/hour, 4 hour max-~~
~~5:00 p.m.-Midnight – \$4.00/hour, 4 hour max~~
~~Hourly rate may be modified, and may not exceed \$4.00/hour~~
~~AM – FREE, 4 hour max~~
~~11:00 a.m. – 5:00p.m. – FREE, 4 hour max-~~
~~5:00 p.m. -Midnight – \$4.00/hour, 4 hour max~~
~~Hourly rate may be modified, and may not exceed \$4.00/hour~~

Flagpole:

FREE for Main Street permit holders

North Marsac:

Midnight. - 8:00 a.m. – FREE, 24 hour max
8:00 a.m. -5:00 p.m. \$1.00/hour, 5th hour \$30, no hourly max
5:00 p.m.-Midnight – \$2.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour
~~AM-5:00 p.m. – FREE, 24 hour max~~
~~5:00 p.m. -Midnight – \$2.00/hour, 24 hour max~~
~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

Sandridge:

~~AM-5:00 p.m. – FREE, 72 hour max~~
~~5:00 p.m. -Midnight – FREE, 72 hour max~~

South Marsac:

FREE, 2 hour max
~~AM-5:00 p.m. – FREE, 2 hour max~~

~~5:00 p.m.-Midnight – FREE, 2 hour max~~

West Heber, between Main Street and Park Avenue:

~~FREE Load Zone, 2 hour max.~~

~~No Parking 2:00 a.m.-6:00 a.m.~~

~~5:00 p.m.-Midnight – \$5.00/hour, 3 hour max~~

~~Hourly rate may be modified, and may not exceed \$5.00/hour~~

~~11:00 a.m.-5:00 p.m. – \$3.00/hour, 3 hour max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

~~5:00 p.m.-Midnight – \$5.00/hour, 3 hour max~~

~~Hourly rate may be modified, and may not exceed \$5.00/hour~~

Park Avenue:

Resident Permit Required – shared 2 hour free parking zone- resident permit exempt from visitor time limitation

East Heber, between Main Street and Swede Alley:

~~FREE Load Zone, 2 hour max.~~

~~No Parking 2:00 a.m.-6:00 a.m.~~

~~6:00 a.m.-2:00 a.m. – Load Zone, 2 hour max.~~

Gateway top level:

FREE for Main Street permit holders

Peak Season June through September

China Bridge:

Midnight - 6:00 p.m. – FREE, no hourly max

6:00 p.m.-Midnight – \$3.00/hour, no hourly max

Hourly rate may be modified, and may not exceed \$4.00/hour

FREE for Main Street permit holders

Swede Alley & Bob Wells Plaza:

Midnight – 5:00 p.m. -- FREE, 4 hour max

5:00 p.m.-Midnight – \$4.00/hour, 4 hour max

Hourly rate may be modified, and may not exceed \$4.00/hour

Flagpole:

FREE for Main Street permit ho Peak Season June through September

China Bridge:

Midnight - 6:00 p.m. – FREE, no hourly max

6:00 p.m.-Midnight – \$3.00/hour, no hourly max

Hourly rate may be modified, and may not exceed \$4.00/hour

FREE for Main Street permit holders

Swede Alley & Bob Wells Plaza:
Midnight – 5:00 p.m. -- FREE, 4 hour max
5:00 p.m.-Midnight – \$4.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$4.00/hour

Flagpole:
FREE for Main Street permit holders

-

-

North Marsac
Midnight. - 5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – \$2.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

South Marsac:
Midnight-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:
FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m

Park Avenue
Resident Permit Required
– shared 2 hour free parking zone- resident permit exempt from visitor time
limitation

East Heber, between Main Street and Swede Alley:
FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m.

Upper and Lower Sandridge
FREE, 24 hour max

Gateway top level:
FREE for permit holders

North Marsac
Midnight. - 5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – \$2.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

South Marsac:
Midnight-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:
FREE Load Zone, 2 hour max.

No Parking 2:00 a.m.-6:00 a.m.

Park Avenue

Resident Permit Required

– shared 2 hour free parking zone- resident permit exempt from visitor time limitation

East Heber, between Main Street and Swede Alley:

FREE Load Zone, 2 hour max.

No Parking 2:00 a.m.-6:00 a.m.

Upper and Lower Sandridge

FREE, 24 hour max

Gateway top level:

FREE for permit holders

Non-Peak Season, April 15 through May and October through November

China Bridge:

~~11:00 a.m.-Midnight – 6:00 p.m. – FREE-No, no hourly max-~~

~~6:00 p.m.-Midnight \$1.00/hour, no hourly max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

~~11:00 a.m.-6:00 p.m. – FREE-No hourly max-~~

~~6:00 p.m.-Midnight \$1.00/hour, no hourly max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour-~~

Swede Alley, ~~Flag Pole,~~ & Bob Wells Plaza:

~~Midnight – 5:00 p.m. – FREE, 4 hour max~~

~~5:00 p.m.-Midnight –\$3.00/hour, 4 hour max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

~~AM – FREE, 4 hour max~~

~~11:00 a.m.-5:00 p.m. –\$2.00/hour, 4 hour max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

~~5:00 p.m.-Midnight –\$3.00/hour, 4 hour max~~

~~Hourly rate may be modified, and may not exceed \$3.00/hour~~

~~Sandridge/North Marsac:~~

~~FREE, 24 hour max~~

~~AM-5:00 p.m. – FREE, 24 hour max-~~

~~5:00 p.m.-Midnight – FREE, 24 hour max~~

Upper and Lower Sandridge

FREE, 24 hour max

7.127.11

Main Street Meter rates are as follows:

Effective July 1, 2022:

Peak Season, June through September and December through April 15

Midnight – 11:00 a.m. – FREE, no hourly max

11:00 a.m.-5:00 p.m. –\$3.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight –\$5.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$5.00/hour

AM – FREE, no hourly max

11:00 a.m.-5:00 p.m. –\$3.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight –\$5.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$5.00/hour

Non-Peak Season, April 15 through May and October through November

Midnight – 11:00 a.m. – FREE, no hourly max

11:00 a.m.-5:00 p.m. –\$2/hour, 3 hour max

AM – FREE, no hourly max

11:00 a.m.-5:00 p.m. –\$1.50/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$2.00/hour

5:00 p.m.-Midnight –\$3.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$4.00/hour

No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

Effective December 15, 2017 Tokens will no longer be an acceptable method of payment.

7.137.12 Meter payment by cell phone:

Users sign up for a free account. Meter rates in Section 7.12 apply; no less than one hour can be purchased. City pays the convenience fee charged by the service provider.

SECTION 8. RECREATION SERVICES AND FACILITY RENTAL FEES

8.1 PURPOSE AND PHILOSOPHY. Recreation Services, the Parks Department, Miners Hospital Community Center and the Library are supported primarily by tax dollars through the City's General Fund. The Golf Course has been established as an enterprise fund and should be primarily supported by revenues other than taxes. This policy applies to Recreation Services and the Golf Course Enterprise fund.

The purpose of this section is to establish a level of operations and maintenance cost recovery for programs, activities and facilities, and direction for establishing fees and charges for the use of and/or participation in the programs, activities and facilities offered by the Recreation Services, Golf Course, Library, and Miners Hospital Community Center.

It is the intent of the City to offer its Recreation Services programs, activities and facilities to the

entire community. To help offset the cost of providing these services, and since the primary beneficiaries of these services are users, it is appropriate to charge fees that are adequate to fund operation of the facility in line with other like programs.

8.2 COST RECOVERY. It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Recreation Department ~~and the PC MARC~~, and Ice Arena and 100% of the operations and maintenance expenses incurred by the Golf Course through sources of revenue other than taxes. The City's cost recovery plan is described in detail in the City's budget document. User fees should not be considered the only source for accomplishing this objective. Revenues may also include:

- Increases in program participation.
- Fees charged for non-recreational use of facilities (conventions/special events)
- Rental income
- New programs or activities
- Private sponsorship of programs or activities
- Public agency grants or contributions.

8.3. ESTABLISHING USER FEES. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council.

8.3.1 Area Resident Discount: Those people whose primary residence is within the Park City School District limits; are currently paying property tax within Park City School District limits; or are holding a valid Park City business license and leasing or renting office space within Park City may receive a discount on user fees for the PC MARC and Golf Course.

8.3.1 The Golf Manager may also offer additional discounts to those people who reside within the Park City Municipal boundaries.

8.3.2 Recreation Program Fees: The Recreation Department, the PC MARC and the Golf Course offer a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs. Fees are then published on the city's website. In most cases, fees will be kept commensurate with fees charged by others providing like service.

8.3.3 Fees for Non-Recreational Activities at the PC MARC: The fees charged for non-recreational or special event use will be competitive with the marketplace providing the fees cover a minimum of: a) the costs involved in the production of the event; and, b) recovery of lost revenue.

The PC MARC facility is principally for recreation. Non-recreation activities usually will be charged up to fifty percent (50%) more than the minimum. No fee waivers for non-recreational or special event use will be permitted. However, the City Council may authorize the City to pay all or a portion of the fee in accordance with the master festival ordinance provisions.

8.3.4 Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Golf Course Fund along with justification for any recommended increase. When establishing fees, the City

will consider rates charged by other public and private providers as well as the ability of the users to pay.

To establish and maintain the Council's objective of 70% cost recovery, the Recreation Director will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action.

Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the Recreation Director or the City Council.

8.3.5 Discounting Fees: The Recreation Director may, at their discretion, discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

8.3.6 Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity, or facility for reasons of financial hardship. The Recreation Director may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

8.3.7 Sliding Fee Scale: The purpose of this program is to provide both adult & youth residents of the Park City School District (PCSD) with the opportunity to apply for a reduced fee for certain recreation activities. The fee reduction is based on Summit County's Average-Area Median Income (AMI) and the applicant's gross family income. The discounts range from 30 to 70% depending on Gross Family Income.

Sliding Fee Scale

	Family Size					
% of AMI	One	Two	Three	Four	Five	Six
Below 30% AMI Receive 70% discount	Less than \$28,287 <u>\$32,130</u> Gross Income (GI)	Less than \$32,328 <u>\$36,720</u> GI	Less than \$36,669 <u>\$41,310</u> GI	Less than \$40,410 <u>\$45,900</u> GI	Less than \$43,643 <u>\$49,572</u> GI	Less than \$46,876 <u>\$53,244</u> GI
31% to 50% AMI Receive 50% discount	\$47,145 <u>\$53,550</u>	\$53,880 <u>\$61,200</u>	\$60,615 <u>\$68,850</u>	\$67,350 <u>\$76,500</u>	\$72,738 <u>\$82,620</u>	\$78,126 <u>\$88,740</u>
51% to 70% AMI Receive 30% discount	\$66,003 <u>\$74,970</u>	\$77,432 <u>\$85,680</u>	\$84,861 <u>\$96,390</u>	\$94,290 <u>\$107,100</u>	\$101,833 <u>\$115,668</u>	\$109,376 <u>\$124,236</u>

8.4. PC MARC:

8.4.1 PC MARC Fees

Punch Card Admission. For ease of administration and convenience to users, a punch card system has been established for use of the PC MARC programs and activities. The purchase of a punch card may result in a savings off the regular rate.

Punch Passes

Youth (3 to 17) 10 Punch

Adult 10 Punch

Senior & Military 10 Punch

~~Child Care 10 Punch (10 hrs.)~~

Resident

~~\$28.00~~\$35.00

~~\$80.00~~\$90.00

~~\$70.00~~\$80.00

~~\$35.00~~

Visitor

~~\$40.00~~\$70.00

~~\$100.00~~\$180.00

~~\$80.00~~\$160.00

Tennis and Pickleball Fees

Hourly Court Fees

~~Resident rate~~Indoor Court

~~Visitor rate~~Outdoor Court

~~Indoor~~Resident

~~\$34.00~~\$36.00

~~\$50.00~~\$16.00

~~Outdoor~~Visitor

~~\$14.00~~\$72.00

~~\$20.00~~\$32.00

Youth Clinics Pre-Registration

45 Minute Clinic: ~~\$16.00~~\$17.50/day

1.5 Hour Clinic: ~~\$28.00~~\$30.00/day

Youth Clinic Drop-In

45 Minute Clinic: ~~\$20.00~~\$23.00

1.5 Hour Clinic: ~~\$32.00~~\$35.00

Other Tennis and Pickleball Fees

Private Lesson 1 Hour

\$90.00

Private Lesson 1/2 hour

\$50.00

Semi Private Lesson 1 hour (Per person max 2)

\$48.00

Group of 3 (Per person)

\$38.00

Group of 4 (Per person)

\$33.00

~~Clinic drop-in fee~~ Adult Clinic 1 hour

\$20.00

~~Clinic drop-in fee~~ Adult Clinic 1.5 hours

\$30.00

Ball Machine per hour

~~\$12.00~~\$14.00

Indoor Tennis Courts Non-Athletic (Daily)

\$3,000.00

Outdoor (Professional/Group Fee) Court Fee

~~\$25/hr~~\$32/hr

Daily Drop-In	Resident	Visitor
Toddlers 2 & Under	Free	Free
Youth (3 to 17)	\$35	\$610
Adult	\$910	\$1520
Senior 65+ & Military	\$89	\$1018

Insurance Drop-In Class Fee ~~\$7.00~~ \$9.00

Facility Passes:

Individual Resident Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$50 <u>\$55</u>	\$25 <u>\$30</u>	\$75 <u>\$85</u>
3 Month	\$135 <u>\$150</u>	\$67 <u>\$82</u>	\$202 <u>\$232</u>
6 Month	\$245 <u>\$270</u>	\$121 <u>\$151</u>	\$366 <u>\$421</u>
12 Month	\$440 <u>\$492</u>	\$219 <u>\$279</u>	\$659 <u>\$771</u>

Individual Visitor Rate

<u>Term</u>	<u>Facility Rate</u>	<u>Class Add On</u>	<u>Total</u>
<u>1 Month</u>	<u>\$100</u>	<u>\$50</u>	<u>\$150</u>

Senior 65+ & Military Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$45 <u>\$50</u>	\$25 <u>\$30</u>	\$70 <u>\$80</u>
3 Month	\$121 <u>\$135</u>	\$67 <u>\$82</u>	\$188 <u>\$217</u>
6 Month	\$218 <u>\$248</u>	\$121 <u>\$151</u>	\$339 <u>\$399</u>
12 Month	\$393 <u>\$453</u>	\$219 <u>\$279</u>	\$612 <u>\$732</u>

PC MARC ~~Tennis-Racquet Sports~~ Passes- Resident Only

<u>Term</u>	<u>Single</u>
1 Month	\$220 <u>\$242</u>
3 Month	\$520 <u>\$572</u>
6 Month	\$850 <u>\$935</u>
12 Month	\$1,330 <u>\$1,463</u>

Gymnasium	Hourly Resident	Hourly Visitor	Daily
Full Gym <u>Hourly</u>	\$65 <u>\$65</u>	\$125 <u>\$140</u>	
Half Gym <u>Hourly</u>	\$35 <u>\$35</u>	\$75 <u>\$80</u>	
Daily Full Gym <u>10 hrs max 8 hrs</u>	\$325 <u>\$400</u>	\$625 <u>\$800</u>	<u>\$1,400</u>
Daily Full Gym additional hour			
Non-Athletic			

Fitness Studios	\$65.00 <u>70.00</u> Hourly Resident	\$125.00 <u>140.00</u> Hourly Non-Resident
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Other Fees

Visitor 10 Punch Card		 <u>\$120.00</u>
Non-Contract Personal Training	\$60.00 per	day <u>hour</u>
Personal Training Daily Fee	\$25.00 per session	
Personal Training Monthly Fee	\$440.00 per month	
Personal Training Annual Fee	\$4,400.00 per year	
Birthday Party <u>per hour</u>	\$150.00 <u>130.00</u>	
Party Room per hour	\$50.00 <u>80.00</u>	
<u>Inflatable Set Up Fee</u>		<u>\$100</u>
Pool Per Hour	\$200.00 <u>150.00</u>	plus guards
Lap Pool Per Lane	\$25.00	per lane per hour

8.5 GOLF FEES. The Park City Municipal Golf Course is an 18-hole course and 6,743 yards in length. The fees listed below are established fees, however they may be altered for certain types of tournament play. To receive a resident discount, proof of residency must be presented to the golf starter. Season passes are available only to those who possess a pass from the previous year. Playing conditions on the course may vary due to weather constraints, particularly early and late in the season. The Golf Manager may, at his discretion, discount the established fees to encourage use of the course when playing conditions are less than optimum.

Regular Season- Memorial Day through September
Off-Season- Pre-Memorial Day, October and November

Resident Season Pass	\$1,260.00 <u>\$1,350.00</u>
Junior Pass	\$425.00
Jr./Sr. Punch Pass	\$380.00 <u>\$400.00</u>
Non-Resident Sr. Punch Pass	\$420.00 <u>\$450.00</u>
Corporate Pass	\$3,250.00 <u>\$3,400.00</u>
<u>10-Play Punch Pass*</u>	<u>\$400.00</u>
Resident 18 Hole	\$42.00 <u>\$45.00</u>
Resident 18 Hole with Cart	\$60.00 <u>\$65.00</u>
Utah Resident 18 Hole	\$57.00 <u>\$60.00</u>
Utah Resident 18 Hole with Cart	\$75.00 <u>\$80.00</u>
Non-Resident 18 Hole	\$67.00 <u>\$70.00</u>
Non-Resident 18 Hole with Cart	\$85.00 <u>\$90.00</u>
Resident 9 Hole	\$21.00 <u>\$22.50</u>
Resident 9 Hole with Cart	\$30.00 <u>\$32.50</u>
Utah Resident 9 Hole	\$28.00 <u>\$30.00</u>
Utah Resident 9 Hole with Cart	\$37.50 <u>\$40.00</u>
Non-Resident 9 Hole	\$33.50 <u>\$35.00</u>
Non-Resident 9 Hole with Cart	\$42.00 <u>\$45.00</u>

Resident Off-Season 18 Hole	\$32.00 <u>\$35.00</u>
Non-Resident Off-Season 18 Hole	\$37.00 <u>\$40.00</u>
<u>Cart Fee 18 Hole</u>	<u>\$20.00</u>
<u>Cart Fee 9 Hole</u>	<u>\$10.00</u>
Small Range Bucket	\$5.00
Large Range Bucket	\$10.00
Rental Clubs for 18 Holes (includes 6 golf balls)	\$55.00 <u>\$60.00</u>
Rental Clubs for 9 Holes (includes 3 golf balls)	\$27.50 <u>\$30.00</u>

Lodging/Advance booking 18 Hole with cart	\$100.00 <u>\$110.00</u>
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*Available only to those people who reside within the Park City Municipal boundaries

8.6. LIBRARY FEES. The Park City Library Board routinely reviews non-resident fee options and recommends changes. Library services, which are funded by the General Fund, are provided without charge to property owners, residents, and renters within the City's boundaries. Non-resident card fees are charged to those who request borrowing privileges but live outside the City's taxing area. On September 8, 2002, the Library Board voted to change the fee charged to some non-resident library users.

Non-Resident Card Fees

Household	\$40.00 per year
Non-Resident Card Fees - Household (6 months)	\$20.00
Students residing in Summit County	Free
Educators in Park City School District	Free
Interlibrary Loans	\$1.00 charge per item

8.7. CEMETERY FEES.

	Resident <u>Fees</u>	Eligible Non-Resident <u>Fees</u>
Single adult grave	\$300.00	\$600.00 <u>N/A</u>
Opening and closing adult grave	\$600.00 <u>\$900.00</u>	\$600.00 <u>\$1,000.00</u>
Removal of adult from one grave to another within cemetery	\$960.00 <u>\$1,500.00</u>	\$960.00 <u>\$1,500.00</u>
Removal of infant from one grave to another within cemetery	\$720.00 <u>\$1,000.00</u>	\$720.00 <u>\$1,000.00</u>
Removal of adult for interment outside cemetery	\$1,000.00 <u>\$1,500.00</u>	\$1,000.00 <u>\$1,500.00</u>
Removal of infant for interment outside cemetery	\$360.00 <u>\$550.00</u>	\$360.00 <u>\$550.00</u>

Additional charge for after
hour burials including
Saturdays, holidays, weekends

	\$200.00 <u>\$300.00</u>	\$300.00 <u>\$400.00</u>
Interment of cremated remains	\$70.00 <u>\$250.00</u>	\$140.00 <u>N/A</u>
Monument grave marker maintenance	\$100.00 <u>\$150.00</u>	\$100.00 <u>\$150.00</u>
Memorial Wall plaque space	\$250.00	\$500.00 <u>\$550.00</u>

Cremation Garden:

Companion Premium Post	\$530.00 <u>\$600.00</u>	
Companion Peak Marker	\$980.00 <u>\$1,150.00</u>	
Companion Boulder	\$1,360.00 <u>\$1,530.00</u>	
Family Bench	\$1,045.00 <u>\$1,215.00</u>	
Individual Premium Post	\$300.00 <u>\$470.00</u>	
Individual Peak Marker	\$530.00 <u>\$600.00</u>	
Family Pedestal Foundation without top	\$300.00 <u>\$1,300.00</u>	
<u>Family Pedestal with top</u>	<u>\$2,000.00</u>	
Opening and Closing	\$250.00	

8.7.1. Cemetery Fee Waivers. Any or all of the fees associated with the operation of the Park City Cemetery may be waived by the Cemetery Sexton, however such consideration is focused on persons who provided exceptional community service or residents with proven financial hardship. Grave sites, located in the "Veterans Section" for Park City veterans, firemen and police officers will be provided free of charge and fees will be waived for, cemetery services. Family members wishing to be buried in this section of the cemetery will be charged for lots and services.

8.8. PARK PAVILLION RENTAL FEES. It is not mandatory that a fee be paid for the use of a park pavilion. However, those persons having reserved a pavilion and paid the reservation fee shall have the exclusive use to use that pavilion over others. Reservation fees for park pavilion use are as follows:

<u>Rotary, and South-End of City Park Jack Green</u>	<u>Half Day</u>	<u>Full Day</u>
<u>Bandstand -Pavilions</u>		
Residents within Park City School District	\$75.00 <u>\$85.00</u>	\$100.00 <u>\$150.00</u>
Non-residents/commercial	\$150.00 <u>\$170.00</u>	\$200.00 <u>\$300.00</u>

8.9. MINERS HOSPITAL COMMUNITY CENTER FEES. This facility is located at 1354 Park Avenue. Reservation fees for use of the Miners Hospital Community Center are as follows:

- Group 1: Activities which are free and open to the public, or educational/informational.
- Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or other promotional events.
- Group 3: Activities which are closed to the public such as private receptions, conferences or parties.

Group 4: Activities which are held between the hours of 6:00 p.m. and 8:00 a.m.

Location	Group 1	Group 2	Group 3	Group 4
Miners Hospital 1 st Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour
Miners Hospital 2 nd Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour

Miners Hospital 3 rd Floor	Free	\$15/Hour	\$20/Hour	\$25/Hour
Miners Hospital Basement	Free	\$15/Hour	\$20/Hour	\$25/Hour

Cancellation Policies for entire building reservations:

For two hour reservations, a \$25.00 handling fee will be charged for cancellations received less than one week prior to rental.

For half-day reservations, a \$50.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

For whole day reservations, a \$75.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

Notes:

~~**a~~ All fees are due no less than two weeks in advance of the rental.

~~A \$6550.00 damage/cleaning deposit fee is required on all whole day rentals, refundable if the facility is left in satisfactory condition; full payment of all fees is due two weeks prior to the facility rental.~~

~~***a~~ A \$3500.00 damage/cleaning deposit is required on all special events rentals, \$275 is which is and refundable if the facility is left in satisfactory condition; full payment of all fees for special events is due 30 days prior to the date of the event.

8.10. PARK CITY LIBRARY ROOM RENTAL RATES

Park City Library Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows:

Group 1: Activities which are free and open to the public during library hours. Groups such

as book clubs, support groups, government institutions, Library/City partners, HOAs, and other affiliated community organizations, as approved by the Library Director.

Group 2: Activities during Library hours which are open for public participation but charge a fee for entry or activities which are closed to the public.

Group 3: Activities which are outside of Library operating hours or promote or solicit business. This includes businesses that offer initial free services/consultations /presentations, and then later charge a fee or contact attendees

Non-Profits: Receive one free contiguous rental of up to four hours per month, which may be split between multiple rooms within the Library's operational hours.

Location	Room	Occ.	Group 1	Group 2	Group 3	Non-Cleaning Fine
Library 1 st Floor	Entry Hall	43	Unavailable	Unavailable	\$300/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Entry Hall Patio	90	Unavailable	Unavailable	\$400/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Public Meeting Room 101	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	Study Rooms 1 - 8	3 - 6	Free	Unavailable <u>Free (Unavailable outside library hours)</u>	Free (Unavailable outside library hours)	\$20/hour, \$40 minimum
Library 2 nd Floor	Meeting Room 201	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	North Conference Room	12	Free	\$20/Hour	\$40/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	South Conference Room	12	Free	\$20/Hour	\$40 (unavailable outside Library hours)	\$20/hour, \$40 minimum
Library 3 rd Floor	Public Meeting Room 301	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Jim Santy Auditorium	516	Free	\$95/Hour	\$200/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Community Room	85	Free	\$75/Hour	\$150/Hour	\$20/hour, \$40 minimum
Library 3rd Floor	Kitchen	10	Free	\$30	\$40	\$20/hour, \$40 minimum

Santy Technology Fees:

Projection Fees: ~~Users have two options for Must Hire a projection.~~

~~1—Users may use the in-house technology at no additional cost. Users are responsible for scheduling a training to learn to use the equipment and facilitate use during their rental. Training must be scheduled at least one week prior to the rental~~

~~date(s)-~~

21 - Users may rent the Projection Booth and have a trained projectionist manage technology needs. The Projection Booth rents for \$500 per event rental (\$250 for Non- Profits), with a hired projectionist approved by the Park City Library. Projectionists have their own fee scale; Users pay projectionists directly. A list of approved projectionists is available upon request.

Lighting Fees: Stage lighting may be rented when approved by the Library Director or his/her designee. Any change in the direction of lighting must be made by a pre-approved vendor at the expense of the User. The User shall pay the vendor directly. Lighting must be returned to the original direction before vacating the rental. The Projection Booth and a projectionist must be reserved to utilize lighting.

Notes:

1. Advance reservations and standard lease agreement required, tenants included.
2. It is the responsibility of the User to review the *Park City Library Room Use and Rental Policy*.
3. Special parking arrangements may be required for events for more than 250 participants and guests.
4. All rates are subject to change without notice.
5. All deposits and fees are to be paid in advance.
6. Rental rates for auditorium equipment are calculated separately.
7. The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Library Director may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

SECTION 9. ICE ARENA AND FIELDS RENTAL FEE SCHEDULE.

9.1. Establishing User Fees. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council. Area rates apply to residents of Park City, Summit County and Wasatch County. Outside rates apply to requests outside Summit and Wasatch Counties.

Field Fees

Additional Restroom Cleaning \$30.00 per clean

<u>Ice Arena Admission Fees</u>	<u>Local Area Rates</u>	<u>Outside Area Rates</u>
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*discount for pre-registration

Public Skate – 5 years & under	Free	Free
Public Skate – youth & adult	\$6.50 <u>7.00</u>	\$12.00 <u>14.00</u>
Cheap Skate (includes skate rental)	\$6.50 <u>7.00</u>	\$12.00 <u>14.00</u>
Group Rates (20+) includes skate rental	\$6.50 <u>7.00</u>	\$12.00 <u>14.00</u>
School Rate – includes skate rental	\$6.50 <u>7.00</u>	\$12.00 <u>14.00</u>
Skate Rental	\$4.00	\$4.00
Stick & Puck	\$9.50	\$9.50
Drop-in Hockey	\$12.00	\$12.00
Coached Drop-in Hockey	\$14.00	\$14.00

Freestyle*	\$10.50	\$10.50
Drop-in Curling	\$260.00/lane	\$260.00 <u>\$280.00</u> /lane
Drop-in Skating Class	\$15.00 <u>\$20.00</u>	\$15.00 <u>\$25.00</u>
Off-Ice Programming: Strength & Conditioning, Ballet*	\$12.00	\$12.00
Visiting Coach Fee	\$16.00	\$16.00

Curling Instructor Fee \$50/per hour/per instructor

~~10 Session Punch Cards~~

~~Punch cards may be available for some activities or products.~~

Annual Passes

Bronze (Public Skate): (Includes Skate Rental) \$300.00

Hourly Ice

~~Tax Exempt User Groups*/Employees~~ ~~\$210.00~~

Local Rate, Not-for-Profit (Summit or Wasatch County Resident) ~~\$235.00~~\$245.00

Non-Resident, Not-for-Profit ~~\$275.00~~\$300.00

Camp ~~\$310.00~~\$320.00

For-profit ~~\$450.00~~\$465.00

~~**User Groups are defined as local, organized programs who regularly rent ice from the arena and Organizations who provide a certificate of insurance listing PCMC as additionally insured and are a 501(c)3 organization can receive a tax-free rate. (minimum 50 hours per season).~~

Room Rental

Multi-purpose Rooms \$40/hr. (per room)

User Groups can use the Party Room for 24 hours per year at no cost, but rooms must be booked in advance.

Birthday Parties

Birthday Party Package \$185.00

Instructor \$50/per 30 minutes

Equipment (per hour)

Curling \$50/hour/lane

Event Fees

Rentals 1-50 people \$50

Rentals 51-100 people \$100

Rentals 101+ people \$200

Bleachers \$200/day

Catering Fee \$150

Scheduling Impact Fee	\$150
Overnight Rental Staffing:	\$100/hour per employee

Skate Services

Fees listed below are for services requested for 24 hours or more. An additional fee may be paid for services requested within 24 hours. Punch cards available for overnight services only. There is no discount for skate sharpening punch cards, they are available for convenience. Pre-payment is required for all skate sharpening.

Hockey Skate Sharpening	\$9.50 <u>10.00</u>
Figure Skate Sharpening	\$11.00 <u>12.00</u>
Custom Radius	\$30.00
Figure Skate Sealing	\$30.00
Rivets Replacements	\$2.50 (ea.)
Figure Skate Blade Mounting (per pair)	\$25.00
Skate Fitting (without purchase)	\$20.00

<u>Locker Rental (Annual Fee)</u>	<u>First Floor</u>	<u>Second Floor</u>
Regular Locker	\$185.00	\$135.00
Large Locker	\$215.00	\$165.00

Gate Fees

The Park City Ice Arena will take 25% of any gate fees collected for an event.

Advertising Fees and Sponsorship Fees

Dasher Board Ads	\$1,600
Wall Banners	\$2,500
Glass Decals	\$400
Program Sponsorship	Varies by program
Information Screen	\$150/month

9.2. Cost Recovery: It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Ice Arena through sources of revenue other than taxes (see Section 8.2 above).

9.2.9.3. Recreation Program and Pass Fees: The Park City Ice Arena offers a variety of organized programs and passes. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis ~~by dividing the number of projected participants by the estimated program costs.~~

9.3.9.4. Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Ice Arena Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

The City Manager will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action. Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

9.4.9.5. Discounting Fees: The Ice Arena Manager may discount fees when:

- a. Offering special promotions designed to increase use.
- b. Trying to fill non-prime time.
- c. Introducing new programs or activities.
- d. Playing conditions are below standard due to weather or facility disrepair.

9.5.9.6. Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Ice Arena Manager may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

The Ice Arena is pleased to offer the Fee Reduction program as a means for individuals to apply for reduced costs associated with our youth programs. Not all programs are eligible for fee reduction. Applicants must be residents of Summit or Wasatch Counties. Program fees may be discounted up to 75% off for students in the Park City School District who qualify for free or reduced lunch. Fees may be discounted for specified activities based on an individual's Average Median Income (AMI). Families qualifying for Fee Reduction may receive Public Skate admission and Skate Rental for a combined \$3.00 per person.

9.6.9.7 Establishing Fields User Fees: Fees shall be set at a level which ensures field quality and meets the objectives of the City Council. Resident rates apply to residents of Park City School District. Visitor rates apply to requests outside of the Park City School District Boundaries. In order to receive the resident rate a minimum of 75% of the participants must be residents of the Park City School District. A service charge of 2% will be applied to credit card charges over \$5,000.

Field/Venue	Resident Fees		Visitor Fees	
	Hourly	Full Day	Hourly	Full Day
City Park Grass Field	\$60	\$300	\$120	\$600
City Park Softball Field	\$60	\$300	\$120	\$600
City Park Volleyball Court	\$30	\$150	\$50	\$250
North 40 Grass Field North	\$60	\$300	\$120	\$600
North 40 Grass Field South	\$60	\$300	\$120	\$600
North 40 Full Complex		\$420		\$840
PCHS Dozier Field	\$100	\$500	\$200	\$1,000
PCHS Baseball Field	\$60	\$300	\$120	\$600
PCHS Softball Field	\$60	\$300	\$120	\$600
PCHS Little League Field	\$60	\$300	\$120	\$600
PCHS Ball Fields Complex		\$630		\$1,260

TMMS Pony Field	\$60	\$300		\$120	\$600		
TMMS Little League South	\$60	\$300		\$120	\$600		
TMMS Little League Admin	\$60	\$300		\$120	\$600		
TMMS Grass Field	\$60	\$300		\$120	\$600		
TMMS Full Complex		\$630			\$1,260		
PCSC Stadium Grass Field	\$60	\$300		\$120	\$600		
PCSC Stadium Softball Field	\$60	\$300		\$120	\$600		
PCSC Field D Multi-Purpose	\$60	\$300		\$120	\$600		
PCSC Turf Field Multi-Purpose	\$100	\$500		\$200	\$1,000		
PCSC Full Complex		\$980			\$1,960		
	Per Day	3-Month Season		Per Day	3-Month Season		
Commercial Use of Outdoor Rec Facility (non-exclusive)	\$60	\$300		\$80	\$500		

SECTION 10. MISCELLANEOUS FEES. The following fees are set to insure cost recovery and use fees for additional City services associated with but not limited to Special Event Permits and approved filming activity

Street Banner Installation-every 3rd	\$515.00 669.50
Street banner Installation- Roundabout	\$346.65 450.65
Street Banner Installation- Kearns	\$2,013.00
(Includes state permit, barricades and signage, required during install)	
Street Banner Removal- Kearns	\$1,515.00
 10.6 <u>Parks Clean Up, Labor and Equipment</u>	
Pressure Washing (per hour, incl. operator)	\$75.05 105.05
Pavilion Cleaning	\$150.00 225.00
Trash Removal	\$33.90
(public property only – not provided for private property)	
Extra Trash Cans	\$10.00
Trash Bags	\$2.10
 10.7 <u>Public Safety</u>	
Police Officer (per employee, per hour - four hour minimum)	\$75.00 100.00
Holiday (per employee, per hour - four hour minimum)	\$165.00 200.00
Mobile Command Trailer (Placement, Day One, Removal)	\$250.00
Mobile Command Trailer (each additional day)	\$100.00
 10.8 <u>Parking Reservation Fees (Parking Department)</u>	
Application Fee	\$22.25
Main Street, Heber Avenue, Park Avenue (Heber to 9th St)	\$20.00
Swede Alley Parking Space (per space, per day)	\$13.25
 10.9 <u>Barricades (cost per barricade)</u>	
Crowd Control Barricades	\$5.90 10.00
Portable Electronic Sign/Message Board (per day)	\$151.20 200.20
Temporary Signs (each)	\$18.50 25.00
Street Barricades (per day)	\$1.40 1.50
<u>Vertical Panels</u>	\$1.55
<u>Delineators</u>	\$1.55
<u>Type 3 Barricade</u>	\$4.00
<u>Arrow Board</u>	\$125.00
<u>Flagging (per person)</u>	\$85.00
 10.10 <u>Dumpsters</u>	
8 Yard (delivery + haul off fee)	\$210.00 460.00
30 yard (delivery + haul off fee)	\$210.00 430.00
Landfill fee for 30 yard dumpster (per ton)	\$35.00 37.00
 10.11 <u>Streets Equipment and Materials Equipment (2</u>	
hour min. - billable rate is portal to portal,	
cost includes operator, fuel, maintenance)	
Large Loader (per hour, 1 staff)	\$103.20 175.44
Small Loader (per hour, 1 staff)	\$71.95 122.32
Street Mechanical Sweeper (per hour, 1 staff)	\$150.60 256.02
Unimog with Snow Blower (per hour, 1 staff)	\$180.20 270.30
Unimog Snowplow (per hour, 1 staff)	\$88.35 150.20
Loader with Blower (per hour, 1 staff)	\$218.65 371.71
1 Ton Truck with dump (per hour, 1 staff)	\$54.15 92.06
2 Ton Truck with dump (per hour, 1 staff)	\$86.55 147.14

Bucket Truck (per hour, 2 staff)	\$117.65 <u>\$200.01</u>
<u>Tandem Axle Trailer (per hour)</u>	<u>\$40.00</u>
Skid Steer (Cat 262 - per hour, 1 staff)	\$55.90 <u>\$95.03</u>
Add Grinder	\$7.60 <u>\$12.92</u>
Add Snow Blower	\$6.35 <u>\$10.80</u>
Backhoe (per hour, 2 staff)	\$98.75 <u>\$167.88</u>
Air Compressor (per hour, 1 staff)	\$42.00 <u>\$71.40</u>
Graffiti Truck (per hour, 1 staff)	\$75.05 <u>\$127.59</u>

10.12 Materials

Salt (per ton)	\$45.00 <u>\$67.50</u>
Road base (per ton)	\$18.00 <u>\$27.00</u>
Sand (per ton)	\$16.00 <u>\$24.00</u>
Cold Patch (per ton)	\$90.70 <u>\$136.05</u>
Hot Mix (per ton)	\$66.95 <u>\$100.43</u>

10.13 Personnel (total compensation per employee, per hour, during regular business hours)

Parks Department (PCMC Parks employee)	\$38.50
<u>Skilled Public Works Equipment Operator</u>	<u>\$90.00</u>
Streets Department (Streets employee)	\$38.50
Special Events Department (staff)	\$42.25
Cleaning Labor –	\$35.00 <u>\$60.00</u>
restrooms, buildings and other (contract labor)	

10.14 Special Event Application Fee (Processing and Analysis)

Level Five Event	\$5,188 <u>\$10,376</u>
Level Four Event	\$1,918 <u>\$3,836</u>
Level Three Event	\$ 905 <u>\$1,810</u>
Level Two Event	\$ 488 <u>\$976</u>
Level One Event	\$ 410 <u>\$820</u>
Community Identifying Event	10% of fees listed above
First Amendment Event	\$ 40.00
Film Permit Application Fee	\$ 80.00

As according to section 4-~~8-9A-2-11~~, Fee Reduction requests for Special Events will be reviewed twice a year. All event fee reduction requests must be submitted to the Special Events Department prior to the application deadlines as outlined in the municipal code.:

- (1) ~~October 1st—Events occurring between January 1st and June 30th.~~
(2) ~~April 1st—Events occurring between July 1st and December 31st.~~

~~Fee reduction applications received outside of the normal application process may be considered for reductions but must demonstrate an immediate need for reduction and provide justification as to why the application was not filled within the specified deadline.~~

10.15 Public Parking Lot Use Rates for approved Events:

~~All lot fees are for approved permitted Special Events only. Regular parking rates apply at all other times.~~

Brew Pub Lot — Upper Lot	\$240.00 per day
Brew Pub Lot — Lower Lot	\$105.00 per day
North Marsac Lot	\$ 50.00 per day
Swede Alley Surface Lot	\$ 50.00 per day

~~Swede Alley Wall Lot \$ 50.00 per day~~
~~Flag Pole Lot \$ 50.00 per day~~
~~Sandridge lot—Upper/Lower \$ 50.00 per day/ per lot~~
~~Quinn's Sports Parking Lots 1, 2, 3 \$ 50.00 per day/ per lot~~
~~Mawhinney Parking Lot \$ 50.00 per day~~
~~Library Parking Lot—Partial Use Only \$ 50.00 per day~~

~~10.16~~ 10.15 Trail Use Fees

Event Participation 'Caps'

Event participation numbers may be 'capped' at the following unless approval from City Council is provided.

Running/Snowshoeing	500
Biking	350
Triathlon	350
Cross Country Skiing	350
OTHER	TBD

Trail Use Fee and Deposit Schedule

ACTIVITY	NUMBERS	LOCAL NON-PROFIT	OUT OF AREA NON-PROFIT	LOCAL PROFIT	OUT OF AREA PROFIT	DEPOSIT
Mountain Biking	30-350	1% x \$200 x number of participants	2% x \$200 x number of participants	1.5% x \$200 x number of participants	3% x \$200 x number of participants	TBD
Cross Country Skiing*	30-350	.5% x \$200 x number of participants	1% x \$200 x number of participants	1% x \$200 x number of participants	1.5% x \$200 x number of participants	TBD
Triathlon*	30-350	1.5% x \$200 x number of participants	2.5% x \$200 x number of participants	2% x \$200 x number of participants	3.5% x \$200 x number of participants	TBD
Running/Walking/Snow shoe*	30-500	.5% x \$200 x number of participants	1% x \$200 x number of participants	1% x \$200 x number of participants	1.5% x \$200 x number of participants	TBD
Other (Events that may propose significant impacts to the system)	TBD	TBD	TBD	TBD	TBD	TBD

If Council approves additional participation above a capped quota of participants, add \$3.00/participant in addition to fees provided below.

Cost per trail maintenance/mile \$200.

*All winter events that propose to use the winter trails system may be subject to a grooming fees of \$35.00/hr. This fee may include pre-event preparation of the trails and post event maintenance of the trails.

~~10.17~~ 10.16 Credit Card Transaction Fees

Effective July 1, 2019, there will be a 2.00% service fee for all non-utility credit card payments equal to or greater than \$5,000.

SECTION 11. MUNICIPAL ELECTION FEES

11.1 Fees for municipal elections are as follows:

\$150.00 Mayoral filing fee*

\$100.00 Council filing fee*

*Fees are waived for candidates who prefer to collect 100 signatures of Park City registered voters.



City Council Staff Report

Subject: FY25 Final Budget Adoption
Authors: Budget Department
Department: Budget, Debt & Grants, Human Resources
Date: June 20, 2024

Recommendation

City Council will take public input, hold a public hearing, and consider adopting the Final FY25 Budget, the FY24 Adjusted Budget, Budget Policies, Fee Changes, and Elected and Statutory Officer Compensation as discussed in the last work session held on [June 6, 2024](#).

Executive Summary

The FY25 Budget reflects months of collaborative work with the City Council and numerous City departments, and below is a review of the key steps included within the FY25 Budget process:

- **Revenue Projections:** The Budget Department begins by forecasting the City's expected revenue for the upcoming fiscal year. The forecasting model incorporates local, national, and global economic trends. The model helps project revenues for ongoing operational expenses and capital initiatives and has proven accurate in predicting economic conditions;
- **Department Requests:** Managers, after working with the City Council's priorities and following the Annual Retreat discussions, submit annual budgetary requests outlining any new or additional needs for the upcoming fiscal year;
- **Results Team Review:** An internal committee of employees from across the City, known as the Results Team, reviews and scrutinizes departmental requests and makes recommendations to the City Manager based on alignment with City Council and community goals;
- **Executive Team Refinement:** The Executive Team receives the Results Team's recommendations and holistically reviews to ensure alignment with City Council and community goals; and
- **Council Review, Discussion, and Adoption:** Draft budgetary information is presented to the City Council for review and modification over several months. Following refinements, the tentative and final budgets are adopted in May and June, respectively, as Utah law requires.

Park City's budget development process emphasizes transparency and collaboration and is considerably longer than peer communities.

The FY24 Adjusted Budget, which is an attempt to "close-out" the existing budgetary aspects of the fiscal year, included minor departmental adjustments, roll forward of grant

funds, and grant recognition in capital projects and previously approved items in Transportation.

Analysis

The economic recovery in the wake of the COVID-19 pandemic led to several strong years of increased revenue growth, particularly in sales tax revenue. While Park City's economy remains strong, we anticipate "higher than normal" revenue growth to level off in the coming year. For FY25, we project remaining revenue growth of over \$2M (4%) over FY24 in the City's General Fund.

Despite General Fund revenue growth stabilizing in FY25, we have not sought ways to cover the increasing cost of services with additional burden on taxpayers. In fact, with the retirement of a general obligation bond, it is important to note that Park City property taxpayers will realize savings on the PCMC portion of their property tax bill in FY25. This will equate to approximately -\$68 for the average primary home and -\$125 for a non-primary or business property (a median house in Park City is now ~\$2.3M).

While property and sales taxes are the largest revenue sources for the General Fund, the City's Water Fund relies primarily on fees for services to recover the increasing costs of delivering high-quality water to homes and businesses. While a recent rate study from a third-party consultant supported a 10% water rate increase to generate additional revenue, it also indicated there were several alternatives to generate revenue beyond a rate increase or reducing costs.

For FY25 and after considerable City Council deliberation, rate payers will only see a modest 4.5% increase on their bill. Additional resources from the General Fund and a pending grant have been budgeted to supplement the Water Fund in FY25 and ensure we maintain infrastructure and our high levels of customer service.

Expenditure Summary - All Funds							
	Actuals FY 2021	Actuals FY 2022	Actuals FY 2023	YTD Actuals FY 2024	Original Budget FY 2024	Adjusted Budget FY 2024	Original Budget FY 2025
Personnel	\$37,530,863	\$41,409,399	\$50,290,017	\$51,152,267	\$56,060,298	\$56,217,999	\$61,521,762
Mat, Suppls, Services	\$22,851,721	\$22,169,453	\$25,774,813	\$22,863,495	\$31,485,557	\$32,200,057	\$33,132,685
Capital Outlay	\$429,591	\$526,103	\$853,785	\$919,875	\$1,172,832	\$1,291,658	\$818,127
Contingency	\$172,741	\$24,600	\$0	\$60,000	\$300,000	\$300,000	\$300,000
TOTAL	\$ 60,984,916	\$ 64,129,555	\$ 76,918,615		\$ 89,018,687	\$ 90,009,714	\$ 95,772,574
Capital	\$61,354,362	\$51,495,991	\$51,092,396	\$33,147,882	\$80,950,734	\$172,701,436	\$84,053,629
Debt Service	\$19,373,212	\$20,557,556	\$20,260,179	\$19,668,932	\$25,857,617	\$26,404,663	\$24,800,480
Interfund Transfer	\$19,689,126	\$23,094,790	\$23,504,884	\$20,129,508	\$21,181,296	\$23,672,793	\$21,152,180
Ending Balance	\$128,955,482	\$167,922,695	\$230,280,047	\$0	\$76,340,418	\$106,364,588	\$69,399,758
TOTAL	\$ 229,372,182	\$ 263,071,032	\$ 325,137,506		\$ 204,330,065	\$ 329,143,480	\$ 199,406,047
COMBINED TOTAL	\$ 290,357,098	\$ 327,200,587	\$ 402,056,121	\$ -	\$ 293,348,752	\$ 419,153,194	\$ 295,178,621

FY25 Operating Budget: Prioritizing People, Existing Services, and Focus on Strategic Initiatives.

As discussed on [April 25, 2024](#), this year's operating budget prioritizes four key areas:

1. **Maintaining Core Programs:** The budget ensures the continuation of essential city services relied upon by residents daily;
2. **High Levels of Service:** We remain committed to delivering excellent customer service and accountability across all departments;
3. **Investing in Our Workforce:** Recognizing the importance of employees, the budget implements most of the recommendations from the third party, or NFP, compensation study; and
4. **Refocus on Community Initiatives:** Refocusing internal resources over time to better focus upon and pursue complex community initiatives. These include Clark Ranch P3, Senior Center P3, 5-acre site in Bonanza, Gordo P3, Recreation P3, Main Street Area Planning, RMP Undergrounding and Relocation, Recreate SR-248, potential City Hall relocation, 2034 Olympic Readiness, and much more.

Unlike the last few years, we did not recommend many new positions, programs, or initiatives. Instead, we focused on accommodating the existing needs of departments to keep pace with inflationary increases, maintaining high customer service standards, and focusing on moving critical projects forward.

FY25 Operating Budget Requests (General Fund)			
New Material, Services & Supplies			
Requests	\$	300,950	
Same Level of Service Requests	\$	250,641	
New Personnel Requests	\$	172,824	
One-Time Expenses	\$	366,800	
Contractual Obligations (mandatory)	\$	145,323	

For a comprehensive list of Operating Budget requests, please see Exhibit A.

[To view the complete Park City budget by fund click here 'FY25 Fund Summaries'.](#)

FY25 Capital Budget

The capital budget overview was presented on [April 11, 2024](#), and focused on collaboration and coordination between City Council, project managers, the Budget Team, and the CIP Committee. Over the last few months, managers shared plans, projects, and initiatives shaping the FY25 capital budget requests. We approached this year's capital budget through a zero-based budget lens.

In other words, every capital project, new and old, was evaluated as if it had a budget of zero dollars. This proved a valuable strategy and allowed us to identify and clean up several capital projects that had been stalled or lacked policy support, freeing up additional funding to support more time-sensitive or relevant initiatives.

In collaboration with many community partners, we have several exciting projects and programs in the works for FY25. Here are just a few examples:

- \$7.5M for aquatic facility upgrades at the PC MARC, including a new leisure pool, lap pool, and spa;
- \$8.5M toward bus stop improvements, including additional shelters and ADA improvements;
- \$9.4M for the Homestake roadway and multi-use path and sidewalk improvements;
- \$10M in targeted funding for multi-use projects that will enhance Council goals of housing, transportation, and community connectivity;
- \$15M for a Park & Ride near the intersection of S.R. 248 and U.S. 40, to further ease traffic congestion along this corridor;
- \$3.5M to underground transmission lines leading into the Bonanza Park area; and
- \$2.5M for bike and pedestrian pathway improvements in the Thaynes Canyon/Three Kings area to enhance residents' quality of life.

Major Capital Projects

Project	FY25 Budget + Carryforward
Community Development	
CP0619 Emerging Community Development Projects	\$10,000,000
CP0611 Miscellaneous 5-Acre Site Improvements	\$8,200,000
CP0267 Soil Repository	\$4,025,136
CP0311 Senior Community Center	\$3,500,000
CP0318 Bonanza Park/RMP Substation Mitigation	\$3,350,000
CP0270 Downtown Enhancements Phase II	\$1,307,302
CP0402 Additional Downtown Projects	\$1,162,050
CP0401 Downtown Projects Plazas	\$839,902
CP0361 Land Acquisition/Banking Program	\$750,000
General Capital Improvements	
CP0028 5 Year CIP Funding	\$5,073,395
CP0074 Equipment Replacement - Rolling Stock	\$3,179,575
CP0006 Pavement Management Implementation	\$2,270,502
CP0146 Asset Management/Replacement Program	\$1,864,958
CP0559 Marsac Remodel	\$1,586,450
CP0092 Open Space Improvements	\$1,233,917
CP0266 Prospector Drain - Regulatory Project	\$1,156,712
CP0041 Trails Master Plan Implementation	\$1,065,177
CP0329 Main St. Infrastructure Asset Management	\$680,297
CP0075 Equipment Replacement - Computer	\$589,675
CP0620 Silver King Mine Restoration	\$200,000
Housing	
CP0588 Housing Program Public Private Partnerships	\$5,695,356
CP0587 Housing Program Asset Acquisition	\$4,073,259
CP0586 Housing Ongoing Asset Improvement	\$3,448,682
CP0589 Housing Programs	\$596,294
Recreation	
CP0386 Recreation Building in City Park	\$15,231,259
CP0598 PC MARC Aquatics Replacement	\$7,500,000
CP0150 Ice Facility Capital Replacement	\$2,226,817
CP0091 Golf Maintenance Equipment Replacement	\$933,270
CP0364 Master Plan for Recreation Amenities	\$597,804

CP0483 LED Upgrade Quinn's Fields	\$334,296
CP0005 City Park Improvements	\$333,016
Transportation	
CP0411 SR248/US 40 Park & Ride Program	\$15,000,000
CP0009 Transit Rolling Stock Replacement	\$13,940,515
CP0540 Snow Creek Crossing	\$12,916,778
CP0025 Bus Shelters Design and Capital Improvements	\$12,405,445
CP0527 Homestake Roadway & Trail Improvements	\$5,767,721
CP0385 Park Avenue Reconstruction	\$4,196,533
CP0465 SR248 Corridor & Safety Improvement	\$3,018,891
CP0536 Bonanza District Bus Stops	\$2,830,000
CP0478 Bike/Ped Improvements in Thayne's	\$2,651,430
CP0381 Transit and Transportation Land Acquisition	\$2,400,000
CP0316 Transit Facility Capital Renewal Account	\$2,177,075
CP0203 China Bridge Event Parking	\$2,087,997
CP0592 CAD/AVL Replacement	\$1,200,000
CP0439 Bonanza Multi-Modal and Street Improv	\$600,000
CP0420 Enhanced Bus Stops at Fresh Market and Park Ave Condos	\$396,351
CP0036 Traffic Calming	\$298,179
Water	
CP0389 MIW Treatment	\$14,404,499
CP0040 Water Dept Infrastructure Improvement	\$6,435,198
CP0007 Tunnel Maintenance	\$2,844,654
CP0178 Rockport Water, Pipeline, and Storage	\$1,706,646
CP0396 Park Ave SD	\$1,600,000
CP0256 Storm Water Improvements	\$1,596,670
CP0304 Quinn's Water Treatment Plant Asset Replacement	\$1,333,436

[To view the complete Park City budget by fund click here 'FY25 Capital Budget Summary'.](#)

Summary

Overall, Park City's General and Capital Improvement Funds remain strong and well-positioned to continue to invest in the City's infrastructure, maintain core programs, deliver high levels of service, recruit and retain a competitive workforce, and refocus resources to support community initiatives.

Exhibit A: FY25 Operating Budget Requests

Exhibit B: Budget Ordinance

Exhibit C: Budget Summaries

FY25 Operating Budget Requests

SLOS - Same Level of Service Request

OTE - One Time Expense

MSS - Materials, Services, Supplies

Department	Subcategory	Request	Request Amount	Final Budget Recommendation
Budget	MSS	Impact Fee Study	\$ 30,000	\$ 30,000
Building Dept	Personnel	Public Improvements Inspector - shared with Engineering Dept	\$ 59,818	\$ -
Building Maintenance	MSS	SLOS - Keep up with rising costs in parts, materials and supplies, align budget with actuals	\$ 20,000	\$ 20,000
Building Maintenance	MSS	SLOS - Inspections and Testing expenses have increased	\$ 7,000	\$ 7,000
Building Maintenance	MSS	SLOS - Increase to Contracts	\$ 30,000	\$ 30,000
Public Works	Personnel	Procurement Coordinator to support all five Public Works Depts. Each department came up with funds to use as an offset. The total cost with benefits and payroll burdens is around \$150k	\$ 92,801	\$ 81,868
Bldg Maint/Public Works Total			\$ 149,801	\$ 138,868
City Manager/Exec Office	MSS	Contract Services - Lobbyist/Legislative, Legal Consulting, etc	\$ 87,250	\$ 87,250
City Manager/Exec Office	MSS	Olympic Planning	\$ 100,000	\$ 75,000
City Manager/Exec Office	MSS	SLOS - Supplies, Postage, Training, Software Licenses, Cellular	\$ 12,154	\$ 12,154
City Manager/Exec Office Total			\$ 199,404	\$ 174,404
City Council	MSS	SLOS - ULCT Membership and Mountain Accord Contribution	\$ 30,000	\$ 30,000
City Council	MSS	SLOS - Travel, Meetings, Conferences	\$ 8,640	\$ 8,640
City Council	MSS	SLOS - Supplies, WiFi, Consulting	\$ 8,988	\$ 8,988
City Council Total		*note - this budget hasn't been adjusted in several years and budget wasn't restored post-Covid	\$ 47,628	\$ 47,628
Community Engagement	MSS	OTE - Camera Lens for Social Media Content and City Photography	\$ 3,000	\$ -
Community Engagement	MSS	OTE - Biannual NCS Survey	\$ 16,800	\$ 16,800
Community Engagement	MSS	Customer Relationship Management (CRM) Software	\$ 10,000	\$ 10,000
Community Engagement	MSS	Strategic Comms Consulting	\$ 100,000	\$ 25,000
Community Engagement	MSS	P.O. Box Reimbursement Program	\$ 15,000	\$ 15,000
Community Engagement Total			\$ 144,800	\$ 66,800
Engineering	Personnel	Public Improvements Inspector - shared with Building Dept.	\$ 63,898	\$ -
Environmental Regulatory	MSS	Monthly sampling at Prospector Drain Biocell	\$ 30,000	\$ 30,000
Housing	MSS	Urban Land Institute (ULI) Housing Council Participation	\$ 2,000	\$ 2,000
Housing	MSS	Online Training for Housing Team	\$ 500	\$ 500
Housing	MSS	ULI Membership for Housing Team	\$ 500	\$ 500
Housing	MSS	Communication/Outreach	\$ 500	\$ 500
Housing	MSS	Beacon Software - AI software for RFP writing. Multiple depts are using, this is the Housing dept portion	\$ 2,000	\$ 2,000
			\$ 5,500	\$ 5,500
Library	MSS	SLOS - Cost for Libby Digital Resource is increasing	\$ 1,029	\$ 1,029
Library	MSS	SLOS - Printer Cartridge and Drums for Public Printing Services	\$ 2,500	\$ 2,500
Library	MSS	SLOS - Hot Spot Program has been funded with a State grant in the past, we will not receive the grant moving forward	\$ 900	\$ 900
Library	MSS	Partnering with Utah Humanities to host an annual book festival as part of the Library Board Strategic Plan	\$ 1,500	\$ 1,500
Library	MSS	SLOS - Room Reservation Software - current software is sunsetting	\$ 5,000	\$ 5,000
Library	MSS	SLOS - Books and Materials - 10% increase to cover inflationary expenses	\$ 8,892	\$ 8,892
Library	MSS	Breakroom Supplies & Snacks	\$ 2,000	\$ 2,000
Library	MSS	Postage for increased outreach, notices, etc	\$ 500	\$ 500
			\$ 22,321	\$ 22,321
Leadership	MSS	SLOS - Supplies	\$ 300	\$ 300
Leadership	MSS	Contract Services - Stipends for Speakers	\$ 3,000	\$ 3,000

FY25 Operating Budget Requests

SLOS - Same Level of Service Request
OTE - One Time Expense
MSS - Materials, Services, Supplies

Department	Subcategory	Request	Request Amount	Final Budget Recommendation
Leadership	MSS	SLOS - Travel/Meeting/Conference Services - Continue providing catering and transpo for monthly meetings, day at the Capitol, Leadership 101 and City Tour. Budget hasn't been increased in several years	\$ 10,000	\$ 10,000
			\$ 13,300	\$ 13,300
Planning	Personnel	Reclass Planner II to Planner III	\$ 10,716	\$ 10,716
Planning	Personnel	New Full-time Planner I (reclass existing part-time funds)	\$ 76,140	\$ 76,140
Planning	Vehicle	OTE - Planning Vehicle (Prius)	\$ 29,000	\$ -
Planning	MSS	OTE - General Plan	\$ 300,000	\$ 300,000
Planning	MSS	Increase per diems for public bodies	\$ 30,400	\$ 30,400
			\$ 446,256	\$ 417,256
Police	Personnel	New Detective Sargeant to support growing case load. This includes gear and safety equipment	\$ 189,170	\$ -
Police	Personnel	K9 Officer and K9 trained in explosive detection and search & rescue. Includes gear and safety equipment	\$ 156,000	\$ -
Police	Vehicle	OTE - Vehicle and buildout for Detective Sgt	\$ 70,000	\$ -
Police	Vehicle	OTE - Vehicle and special buildout for K9 unit	\$ 102,000	\$ -
Police	MSS	Special Event Officers - Cover cost for Contract Officers at CIE with Fee Waivers	\$ 60,000	\$ 20,000
Police	MSS	SLOS - Equipment, Supplies - Inflationary	\$ 16,483	\$ 16,483
			\$ 593,653	\$ 36,483
Trails	MSS	Supplies and Equipment	\$ 800	\$ 800
			\$ 800	\$ 800
Special Events	MSS	Replace old, destroyed signage	\$ 5,000	\$ 5,000
Special Events	MSS	Outreach and Strategic Communication on Sundance Renewal	\$ 5,000	\$ -
Special Events	MSS	OTE - Community Event for Olympic Bid Announcement	\$ 20,000	\$ 15,000
Special Events	MSS	Main Street Closure for First Half of Sundance	\$ 40,000	
Special Events	MSS	OTE - Shelving, organizational system to get things off the floor and create a safer, more efficient space	\$ 5,000	\$ 5,000
Special Events	MSS	SLOS - Kane Security - Need increase to maintain traffic mitigation at current levels. Over budget in FY23 &24	\$ 50,000	\$ 25,000
			\$ 125,000	\$ 50,000
MARC	MSS	SLOS - Aquatics Certifications and Training	\$ 2,330	\$ 2,330
MARC	MSS	Uniforms - Aquatic swimsuits	\$ 550	\$ 550
MARC	MSS	SLOS - Software Licenses - 5% fee increase to annual maintenance contract	\$ 2,150	\$ 2,150
MARC	MSS	SLOS - Credit Card Fees	\$ 16,000	\$ 16,000
MARC	MSS	Breakroom Supplies	\$ 3,000	\$ -
MARC	MSS	Shower Products	\$ 10,000	\$ -
			\$ 34,030	\$ 21,030
Tennis	MSS	SLOS - Tennis Balls	\$ 10,000	\$ 10,000
Tennis	MSS	SLOS - Bubble Set-up and Takedown	\$ 10,000	\$ -
			\$ 20,000	\$ 10,000
Recreation	MSS	SLOS - Summer Day Camp Transportation and Supplies	\$ 8,000	\$ 8,000
Recreation	MSS	SLOS - Adult Softball	\$ 3,000	\$ 3,000
			\$ 11,000	\$ 11,000
Ice	Personnel	Increased hours for Skate Instructors to support more beginner classes	\$ 4,100	\$ 4,100
Ice	MSS	Misc Contract Services - repairs/maint	\$ 5,000	\$ 5,000
Ice	MSS	SLOS - Postage	\$ 1,725	\$ 1,725
Ice	MSS	SLOS - Cleaning	\$ 5,000	\$ 5,000
			\$ 15,825	\$ 15,825

FY25 Enterprise Fund Requests				
Department	Subcategory	Request	Request Amount	Final Budget Recommendation

FY25 Operating Budget Requests

SLOS - Same Level of Service Request
OTE - One Time Expense
MSS - Materials, Services, Supplies

Department	Subcategory	Request	Request Amount	Final Budget Recommendation
Golf Pro Shop	MSS	SLOS - Contract Services - HVAC, Lighting, Plumbing, Additional HOA dues, Golf Cart Repairs	\$ 10,000	\$ 10,000
Golf Pro Shop	MSS	Inventory for Resale - Currently average 30%+ profit on retail, full revenue offset	\$ 20,000	\$ 20,000
Golf Maint	Personnel	Full-time Assistant Superintendent - \$110k total, offset of \$36k because one less PT seasonal would be needed	\$ 74,000	\$ 74,000
Golf Maint	MSS	Green Waste Removal Costs - Disposing of trees, edging, waste from leveling tee boxes, other improvements around the course	\$ 10,000	\$ 10,000
Golf Maint	MSS	SLOS - Equipment Repair/Maintenance	\$ 2,500	\$ 2,500
Golf Maint	MSS	Chemicals/Fertilizer	\$ 15,000	\$ 15,000
Golf Maint	MSS	Sand and Topsoil - Previously we've only topdressed, additional budget will allow for yearly addition of sand to bunkers	\$ 13,000	\$ 13,000
Golf Fund Total			\$ 144,500	\$ 144,500
Public Utilities - Water	MSS	Equipment, Materials and Supplies - Funds to keep our system operational, long-term. Increased focus on asset management with goal of reducing water breaks and water loss. This request includes funds to repair failing water infratstructure and water leak detection efforst.	\$ 115,639	\$ 115,639
Public Utilities - Water	MSS	Jordanelle Special Service District (JSSD) Agreement - Prepayment expired, now paying for water delivered from JSSD. This will be an ongoing payment and will increase with inflation and other factors. Planned expense since 2010 and has been included in the financial model	\$ 657,738	\$ 657,738
Public Utilities - Water	MSS	Credit Card Fees	\$ 8,500	\$ 8,500
Water Fund Total			\$ 781,877	\$ 781,877
Stormwater	Personnel	Part-time Seasonal to Assist with Spring Runoff - Currenty pull people from Street Maintenance, which puts us behind in other projects. Won't fill if Spring runoff is mild.	\$ 70,538	\$ 70,538
Stormwater Fund Total			\$ 70,538	\$ 70,538
Transit Operations	MSS	Contract Services - \$30K for restroom rentals at Richardson Flat and \$150K for contracts expected to move pilots to normal agreements for VMS and traffic management	\$ 180,000	\$ 180,000
Transit Operations	MSS	Marketing/Outreach - Increase local marketing efforts	\$ 20,000	\$ 20,000
Transit Operations	MSS	Training/Conferences	\$ 80,000	\$ 40,000
Transit Operations	Mandatory	Bldg Maint - Increased HOA fee at Prospector Housing	\$ 9,000	\$ 9,000
Transit Fund Total		Increases are offset by saving from discontinuing 10 White	\$ 289,000	\$ 249,000

Ordinance No. 2024-13

**ORDINANCE ADOPTING A REVISED BUDGET FOR FISCAL YEAR 2024 AND A
FINAL BUDGET FOR FISCAL YEAR 2025 FOR PARK CITY MUNICIPAL
CORPORATION AND ITS RELATED AGENCIES AND AUTHORIZING THE
COMPUTATION OF THE PROPERTY TAX RATE AT A NO TAX INCREASE RATE**

WHEREAS, the Utah State law requires that city budgets be adopted by ordinance: and;

WHEREAS, public hearings were held on May 2 and June 20, 2024, at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. FY 2024 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 2, 2024, and with changes as summarized in the Attachments to this ordinance, is hereby adopted as the revised Fiscal Year 2024 budget for Park City Municipal Corporation and its related agencies.

SECTION 2. FY 2025 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 2, 2024, and with changes as summarized in the Attachments to this ordinance, is hereby adopted as the budget for Fiscal Year 2025 for Park City Municipal Corporation and its related agencies.

SECTION 3. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized, after the County has provided the Certified Property Tax data, to compute the City's Certified Property Tax Rate for Fiscal Year 2025 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 4. EFFECTIVE DATE. Section 1 for the Fiscal Year 2024 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2025 Budget shall take effect on July 1, 2024.

PASSED AND ADOPTED this 20th day of June, 2024.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

City Attorney's Office

All Funds Combined

Revenue	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	YTD Actual FY 2024	Original FY 2024	Adjusted FY 2024	Original FY 2025
RESOURCES								
Property Taxes	\$25,486,395	\$28,380,276	\$27,864,213	\$26,358,146	\$27,487,904	\$26,851,671	\$26,851,671	\$30,959,830
Sales Tax	\$30,409,928	\$33,614,011	\$49,056,806	\$51,529,732	\$45,236,720	\$50,514,710	\$50,514,710	\$52,872,621
Franchise Tax	\$3,161,759	\$3,253,431	\$3,526,041	\$4,368,710	\$3,506,666	\$3,591,845	\$3,591,845	\$4,782,816
Licenses	\$1,315,865	\$1,213,639	\$1,251,664	\$1,422,301	\$1,473,690	\$1,394,816	\$1,394,816	\$1,491,838
Planning Building & Engineering Fees	\$7,513,747	\$5,005,364	\$5,683,951	\$6,631,063	\$6,350,000	\$5,307,649	\$5,307,649	\$7,740,327
Special Event Fees	\$178,672	\$8,081	\$216,481	\$214,229	\$205,509	\$322,924	\$322,924	\$232,607
Federal Revenue	\$5,698,041	\$11,071,350	\$5,819,607	\$18,340,954	\$1,475,667	\$21,791,659	\$15,819,628	\$14,121,660
State Revenue	\$818,625	\$527,368	\$786,591	\$485,817	\$666,301	\$130,257	\$130,257	\$618,052
County/SP District Revenue	\$3,888,378	\$1,171,385	\$2,034,782	\$382,160	\$3,812,773	\$71,827	\$11,183,030	\$1,746,139
Water Charges for Services	\$19,944,310	\$22,597,344	\$21,922,162	\$22,538,675	\$22,626,130	\$24,487,920	\$26,020,455	\$27,663,316
Transit Charges for Services	\$5,286,336	\$2,455,909	\$4,066,593	\$33,379	\$313,392	\$85,740	\$85,740	\$75,991
Cemetery Charges for Services	\$22,922	\$19,787	\$27,621	\$25,162	\$30,030	\$228,269	\$228,269	\$61,817
Recreation	\$3,294,003	\$4,241,522	\$4,638,424	\$4,672,032	\$3,740,586	\$4,126,624	\$4,505,131	\$4,947,929
Ice	\$691,828	\$634,725	\$850,024	\$945,775	\$878,142	\$716,838	\$716,838	\$1,276,867
Other Service Revenue	\$59,527	\$54,964	\$57,542	\$73,704	\$65,998	\$56,768	\$56,768	\$95,595
Library Fees	\$14,357	\$13,483	\$16,811	\$14,615	\$15,358			\$22,552
Fines & Forfeitures	\$1,934,534	\$1,075,883	\$2,158,774	\$2,768,712	\$3,153,391	\$2,995,080	\$2,995,080	\$3,740,162
Misc. Revenues	\$8,426,163	\$3,620,970	\$1,106,110	\$12,552,813	\$3,253,717	\$5,340,240	\$10,231,962	\$13,467,356
Interfund Transactions (Admin)	\$6,898,975	\$6,495,085	\$7,284,491	\$8,478,974	\$8,161,068	\$9,212,848	\$9,039,648	\$9,189,783
Interfund Transactions (CIP/Debt)	\$17,718,703	\$13,194,041	\$15,815,649	\$15,025,910	\$12,163,191	\$11,968,448	\$14,829,896	\$11,962,397
Special Revenues & Resources	\$1,000,912	\$8,106,934	\$2,014,065	\$1,981,567	\$793,068	\$216,418	\$569,465	\$1,744,377
Bond Proceeds	\$10,768,465					\$42,477,367	\$4,477,367	
Beginning Balance	\$110,302,971	\$142,278,488	\$168,838,441	\$187,500,425		\$81,641,615	\$230,280,047	\$106,362,588
TOTAL	\$264,835,415	\$289,034,038	\$325,036,843	\$366,344,855	\$145,409,301	\$293,531,533	\$419,153,196	\$295,176,622

Expenditure Summary by Fund and Major Object (FY 2024 Original Budget)

Description	Personnel FY 2024	Mat, Supplies, Services FY 2024	Capital FY 2024	Debt Service FY 2024	Contingency FY 2024	Sub - Total FY 2024	Interfund Transfer FY 2024	Ending Balance FY 2024	Total FY 2024
Park City Municipal Corporation									
011 GENERAL FUND	\$33,994,582	\$14,410,987	\$785,322	\$0	\$300,000	\$49,490,891	\$4,184,157	\$8,466,782	\$62,141,830
012 QUINNS RECREATION COMPLEX	\$1,244,390	\$416,387	\$1,000	\$0	\$0	\$1,661,777	\$0	\$-7,589,406	\$-5,927,629
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
022 DRUG CONFISCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$749	\$749
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$48,675,370	\$0	\$0	\$48,675,370	\$4,174,476	\$14,475,792	\$67,325,638
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,964,600	\$0	\$0	\$1,964,600	\$0	\$9,333	\$1,973,933
051 WATER FUND	\$4,934,076	\$6,134,695	\$10,177,805	\$9,403,863	\$0	\$30,650,440	\$2,588,649	\$15,208,046	\$48,447,135
052 STORM WATER FUND	\$662,651	\$297,652	\$1,261,500	\$0	\$0	\$2,221,803	\$173,903	\$1,650,876	\$4,046,582
055 GOLF COURSE FUND	\$1,110,825	\$687,145	\$282,928	\$0	\$0	\$2,080,898	\$179,945	\$280,208	\$2,541,051
057 TRANSPORTATION & PARKING FUND	\$11,741,329	\$3,655,202	\$17,973,836	\$0	\$0	\$33,370,367	\$3,872,831	\$6,648,108	\$43,891,306
058 PARKING FUND	\$1,272,238	\$752,500	\$380,000	\$0	\$0	\$2,404,738	\$123,963	\$1,640,930	\$4,169,631
062 FLEET SERVICES FUND	\$1,302,988	\$1,845,050	\$6,205	\$0	\$0	\$3,154,243	\$0	\$2,400,034	\$5,554,277
064 SELF INSURANCE FUND	\$0	\$2,173,829	\$0	\$0	\$0	\$2,173,829	\$0	\$1,152,335	\$3,326,164
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$6,975,316	\$0	\$6,975,316	\$0	\$25,429,789	\$32,405,105
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$9,478,438	\$0	\$9,478,438	\$0	\$1,645,801	\$11,124,239
Total Park City Municipal Corporation	\$56,263,078	\$30,373,448	\$81,508,566	\$25,857,617	\$300,000	\$194,302,709	\$15,297,924	\$71,419,377	\$281,020,010
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$657,109	\$0	\$0	\$0	\$657,109	\$3,092,532	\$2,241,397	\$5,991,038
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$0	\$182,714	\$637,714
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$445,000	\$0	\$0	\$445,000	\$2,790,840	\$623,981	\$3,859,821
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$150,000	\$0	\$0	\$150,000	\$0	\$1,419,533	\$1,569,533
Total Park City Redevelopment Agency	\$0	\$1,112,109	\$595,000	\$0	\$0	\$1,707,109	\$5,883,372	\$4,467,625	\$12,058,106
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$453,416	\$453,416
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$453,416	\$453,416
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$56,263,078	\$31,485,557	\$82,103,566	\$25,857,617	\$300,000	\$196,009,818	\$21,181,296	\$76,340,418	\$293,531,532

Expenditure Summary by Fund and Major Object (FY 2024 Adjusted Budget)

Description	Personnel FY 2024	Mat, Supplies, Services FY 2024	Capital FY 2024	Debt Service FY 2024	Contingency FY 2024	Sub - Total FY 2024	Interfund Transfer FY 2024	Ending Balance FY 2024	Total FY 2024
Park City Municipal Corporation									
011 GENERAL FUND	\$34,015,611	\$14,500,987	\$865,207	\$0	\$300,000	\$49,681,805	\$4,131,457	\$10,285,124	\$64,098,386
012 QUINNS RECREATION COMPLEX	\$1,178,283	\$416,387	\$1,000	\$0	\$0	\$1,595,670	\$0	\$-872,814	\$722,856
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$35,773	\$0	\$0	\$35,773	\$0	\$0	\$35,773
022 DRUG CONFISCATIONS	\$0	\$0	\$23,168	\$0	\$0	\$23,168	\$0	\$0	\$23,168
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$79,323,054	\$0	\$0	\$79,323,054	\$4,174,476	\$36,035,290	\$119,532,820
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$4,254,187	\$0	\$0	\$4,254,187	\$0	\$59,362	\$4,313,549
051 WATER FUND	\$4,934,076	\$6,134,695	\$33,424,700	\$9,403,863	\$0	\$53,897,334	\$2,584,649	\$1,825,496	\$58,307,479
052 STORM WATER FUND	\$662,651	\$297,652	\$2,529,417	\$0	\$0	\$3,489,720	\$173,153	\$1,427,317	\$5,090,190
055 GOLF COURSE FUND	\$1,110,825	\$687,145	\$524,438	\$0	\$0	\$2,322,408	\$186,195	\$1,573,712	\$4,082,315
057 TRANSPORTATION & PARKING FUND	\$11,741,329	\$3,955,202	\$48,757,045	\$0	\$0	\$64,453,576	\$3,742,831	\$16,549,695	\$84,746,102
058 PARKING FUND	\$1,272,238	\$752,500	\$720,760	\$0	\$0	\$2,745,498	\$131,963	\$1,997,448	\$4,874,909
062 FLEET SERVICES FUND	\$1,302,988	\$1,845,050	\$6,205	\$0	\$0	\$3,154,243	\$0	\$1,127,644	\$4,281,887
064 SELF INSURANCE FUND	\$0	\$2,498,329	\$0	\$0	\$0	\$2,498,329	\$0	\$2,296,281	\$4,794,610
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$7,516,862	\$0	\$7,516,862	\$2,666,697	\$23,208,507	\$33,392,066
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$9,483,938	\$0	\$9,483,938	\$0	\$1,642,633	\$11,126,571
Total Park City Municipal Corporation	\$56,218,000	\$31,087,948	\$170,464,953	\$26,404,663	\$300,000	\$284,475,564	\$17,791,421	\$97,155,695	\$399,422,680
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$657,109	\$0	\$0	\$0	\$657,109	\$3,092,532	\$3,290,675	\$7,040,316
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$0	\$738,556	\$1,193,556
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$3,026,828	\$0	\$0	\$3,026,828	\$2,790,840	\$2,712,014	\$8,529,682
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$501,313	\$0	\$0	\$501,313	\$0	\$1,639,789	\$2,141,102
Total Park City Redevelopment Agency	\$0	\$1,112,109	\$3,528,141	\$0	\$0	\$4,640,250	\$5,883,372	\$8,381,034	\$18,904,656
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$825,859	\$825,859
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$825,859	\$825,859
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$56,218,000	\$32,200,057	\$173,993,094	\$26,404,663	\$300,000	\$289,115,814	\$23,674,793	\$106,362,588	\$419,153,195

Expenditure Summary by Fund and Major Object (FY 2025 Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Park City Municipal Corporation									
011 GENERAL FUND	\$36,971,577	\$14,170,976	\$468,117	\$0	\$300,000	\$51,910,670	\$4,129,524	\$9,736,869	\$65,777,063
012 QUINNS RECREATION COMPLEX	\$1,329,372	\$432,633	\$1,000	\$0	\$0	\$1,763,005	\$0	\$-1,346,777	\$416,228
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
022 DRUG CONFISCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,035	\$11,035
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$49,605,794	\$0	\$0	\$49,605,794	\$4,174,675	\$5,695,414	\$59,475,883
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,963,000	\$0	\$0	\$1,963,000	\$0	\$131,962	\$2,094,962
051 WATER FUND	\$5,381,342	\$6,895,386	\$5,326,295	\$9,400,688	\$0	\$27,003,711	\$2,637,521	\$319,407	\$29,960,639
052 STORM WATER FUND	\$855,316	\$299,830	\$1,238,600	\$0	\$0	\$2,393,746	\$180,648	\$1,177,581	\$3,751,975
055 GOLF COURSE FUND	\$1,335,875	\$680,725	\$576,641	\$0	\$0	\$2,593,241	\$209,504	\$1,036,586	\$3,839,331
057 TRANSPORTATION & PARKING FUND	\$12,581,115	\$3,699,110	\$25,461,104	\$0	\$0	\$41,741,329	\$3,756,653	\$6,861,302	\$52,359,284
058 PARKING FUND	\$1,453,962	\$753,800	\$80,000	\$0	\$0	\$2,287,762	\$186,533	\$3,044,300	\$5,518,595
062 FLEET SERVICES FUND	\$1,613,204	\$2,399,450	\$6,205	\$0	\$0	\$4,018,859	\$0	\$289,585	\$4,308,444
064 SELF INSURANCE FUND	\$0	\$2,557,952	\$0	\$0	\$0	\$2,557,952	\$0	\$2,099,534	\$4,657,486
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$6,969,266	\$0	\$6,969,266	\$0	\$24,482,916	\$31,452,182
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$8,430,526	\$0	\$8,430,526	\$0	\$4,879,411	\$13,309,937
Total Park City Municipal Corporation	\$61,521,762	\$31,889,862	\$84,726,756	\$24,800,480	\$300,000	\$203,238,860	\$15,275,058	\$58,419,125	\$276,933,043
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$787,823	\$0	\$0	\$0	\$787,823	\$3,092,532	\$4,713,154	\$8,593,509
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$0	\$338,875	\$793,875
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$145,000	\$0	\$0	\$145,000	\$2,784,590	\$3,011,956	\$5,941,546
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,733,789	\$1,733,789
Total Park City Redevelopment Agency	\$0	\$1,242,823	\$145,000	\$0	\$0	\$1,387,823	\$5,877,122	\$9,797,774	\$17,062,719
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,180,859	\$1,180,859
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,180,859	\$1,180,859
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$61,521,762	\$33,132,685	\$84,871,756	\$24,800,480	\$300,000	\$204,626,683	\$21,152,180	\$69,397,758	\$295,176,621

Change in Fund Balance

Fund	Actuals FY 2021	Actuals FY 2022	Actuals FY 2023	Ori Budget FY 2024	Adjusted FY 2024	Var \$ FY23 v FY24 Adj Bud	Var % FY23 v FY24	Budget FY 2025	Var \$ FY24 v FY25 Ori Bud	Var % FY24 v FY25
Park City Municipal Corporation										
011 GENERAL FUND	\$13,600,569	\$14,584,589	\$15,183,108	\$8,466,782	\$10,285,124	\$-4,897,984	-32%	\$9,736,869	\$-548,255	-5%
012 QUINNS RECREATION COMPLEX	\$0	\$0	\$0	\$0	\$-872,814	\$-872,814		\$-1,346,777	\$-473,963	54%
021 POLICE SPECIAL REVENUE FUND	\$35,773	\$35,773	\$35,773	\$0	\$0	\$-35,773	-100%	\$0	\$0	
022 DRUG CONFISCATIONS	\$23,168	\$23,168	\$23,168	\$749	\$0	\$-23,168	-100%	\$11,035	\$11,035	
031 CAPITAL IMPROVEMENT FUND	\$66,506,424	\$82,329,107	\$96,577,328	\$14,475,792	\$36,035,290	\$-60,542,038	-63%	\$5,695,414	\$-30,339,876	-84%
038 EQUIPMENT REPLACEMENT CIP	\$2,666,494	\$2,419,955	\$2,427,949	\$9,333	\$59,362	\$-2,368,587	-98%	\$131,962	\$72,600	122%
051 WATER FUND	\$-15,937,392	\$-10,575,595	\$28,146,222	\$15,208,046	\$1,825,496	\$-26,320,726	-94%	\$319,407	\$-1,506,089	-83%
052 STORM WATER FUND	\$2,374,081	\$3,106,148	\$2,942,190	\$1,650,876	\$1,427,317	\$-1,514,873	-51%	\$1,177,581	\$-249,736	-17%
055 GOLF COURSE FUND	\$2,182,110	\$2,807,041	\$2,122,432	\$280,208	\$1,573,712	\$-548,720	-26%	\$1,036,586	\$-537,126	-34%
057 TRANSPORTATION & PARKING FUND	\$20,683,401	\$33,005,887	\$39,409,102	\$6,648,108	\$16,549,695	\$-22,859,407	-58%	\$6,861,302	\$-9,688,393	-59%
058 PARKING FUND	\$13,900	\$887,427	\$1,879,829	\$1,640,930	\$1,997,448	\$117,619	6%	\$3,044,300	\$1,046,852	52%
062 FLEET SERVICES FUND	\$1,376,759	\$1,900,204	\$1,101,087	\$2,400,034	\$1,127,644	\$26,557	2%	\$289,585	\$-838,059	-74%
064 SELF INSURANCE FUND	\$972,015	\$1,297,178	\$2,397,165	\$1,152,335	\$2,296,281	\$-100,884	-4%	\$2,099,534	\$-196,747	-9%
070 SALES TAX REV BOND - DEBT SVS FUND	\$26,283,977	\$26,404,276	\$26,426,750	\$25,429,789	\$23,208,507	\$-3,218,243	-12%	\$24,482,916	\$1,274,409	5%
071 DEBT SERVICE FUND	\$1,635,448	\$1,645,801	\$1,648,133	\$1,645,801	\$1,642,633	\$-5,500	0%	\$4,879,411	\$3,236,778	197%
Total Park City Municipal Corporation	\$122,416,727	\$159,870,959	\$220,320,236	\$71,419,377	\$97,155,695	\$-123,164,541	-629%	\$58,419,125	\$-38,736,570	66%
Park City Redevelopment Agency										
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$1,061,151	\$1,262,193	\$2,654,316	\$2,241,397	\$3,290,675	\$636,359	24%	\$4,713,154	\$1,422,479	43%
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$1,130,151	\$1,460,076	\$1,138,237	\$182,714	\$738,556	\$-399,681	-35%	\$338,875	\$-399,681	-54%
033 REDEVELOPMENT AGENCY- LOWER PRK	\$3,004,807	\$3,281,547	\$3,649,297	\$623,981	\$2,712,014	\$-937,283	-26%	\$3,011,956	\$299,942	11%
034 REDEVELOPMENT AGENCY- MAIN ST	\$891,332	\$1,594,504	\$2,047,102	\$1,419,533	\$1,639,789	\$-407,313	-20%	\$1,733,789	\$94,000	6%
Total Park City Redevelopment Agency	\$6,087,441	\$7,598,320	\$9,488,952	\$4,467,625	\$8,381,034	\$-1,107,918	-57%	\$9,797,774	\$1,416,740	6%
Municipal Building Authority										
035 BUILDING AUTHORITY	\$451,314	\$453,416	\$470,859	\$453,416	\$825,859	\$355,000	75%	\$1,180,859	\$355,000	43%
Total Municipal Building Authority	\$451,314	\$453,416	\$470,859	\$453,416	\$825,859	\$355,000	75%	\$1,180,859	\$355,000	43%

City Council Staff Report



Subject: Comprehensive Emergency Management Plan Adoption
Author: Mike McComb, Emergency Program Manager
Department: Executive
Date: June 20, 2024

Recommendation

Review the amended 2024 Comprehensive Emergency Management Plan (CEMP), hold a public hearing, and adopt by resolution the CEMP to continue compliance with existing Federal and State requirements and standards.

Executive Summary

- The City's CEMP requires formal annual adoption by the Council to remain compliant with National Incident Management System (NIMS) requirements and to be eligible for Emergency Management Program Grant (EMPG) funding and/or Public Assistance reimbursements through the Federal Emergency Management Agency (FEMA). Additionally, legislative amendments to Utah's Emergency Management Act require each political subdivision to adopt an emergency operations plan.
- The original CEMP was adopted in August of 2007 and re-adopted annually since then.
- In addition to minor updates and revisions, the Emergency Program Manager (EPM), in conjunction with the Emergency Management Group (EMG), amended the CEMP with the addition of a Distribution Management Plan.

The Problem and Opportunity

Without formal adoption of a CEMP and a separate Pre-Disaster Mitigation Plan, the City is ineligible for certain Federal grants and Federal disaster Public Assistance reimbursements following an emergency. Further, NIMS compliance has become a *de facto* requirement for other Federal assistance and grants. State assistance to municipalities through the Utah Division of Emergency Management (DEM) is also available with approved emergency management plans, required training, an assigned Emergency Manager, and CEMP adoption.

Background

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Stafford Act), as amended (42 U.S.C. §§ 5121 et seq.) and Section 662 of the Post Katrina Emergency Management Reform Act of 2006, as amended (6 U.S.C. § 762), authorize non-disaster Federal preparedness grants to all 56 U.S. States and territories, administered by FEMA.
- Park City Municipal Corporation, through DEM, has successfully applied for and continues to receive annual non-disaster grant funding through FEMA's EMPG Program since 2008. This funding is provided at a 50-50 level, meaning for every federal dollar received through DEM, the City funds an equal amount.

Analysis

This year, in addition to some minor grammatical updates to the CEMP and the Continuity of Operations Plan/Continuity of Government (COOP/COG) Plan, the Emergency Distribution Management Plan, Appendix S, was added. This plan, which sets out the framework for emergency distribution operations (food, water, first aid, essential supplies, etc.) during a large-

scale incident to residents, businesses, and first responders, was reviewed by supporting City departments and the Emergency Management Group. The principles of the Emergency Distribution Management Plan were successfully employed during the 2020 response to COVID-19 through the distribution of personal protective equipment to area businesses as part of the City's response. This plan is set for annual review and update as needed.

Nature of the Change	Page(s) Affected
Adds Appendix S, Emergency Distribution Management Plan	Appendix S
Minor grammatical updates to the CEMP	Various
Makes minor updates to the 2020 COOP/COG Plan (PROTECTED)	Appendix R

In addition to the basic plan, 23 appendices lay out the details of Mitigation, Preparedness, Response, and Recovery for Park City Municipal. The basic CEMP (**Exhibit A**) is provided for review and adoption. The resolution to adopt the CEMP is **Exhibit B**.

The various appendices of the CEMP exceed 2,000 pages and are not included with this staff report but are available for Council review. Some appendices are private or protected documents under Utah Code §§ 63G-2-201, 63G-2-302, 63G-2-305 due to their contents.

Exhibits

Exhibit A 2024 CEMP as amended
Exhibit B A RESOLUTION ADOPTING THE PARK CITY COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN (CEMP)



PARK CITY MUNICIPAL CORPORATION

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP)

June 2024

Re-adopted 6/20/2024

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APPENDICES (provided under separate covers)

- Appendix A. Park City Municipal Code - Emergency Management & Responsibilities
- Appendix B. State of Utah Code Annotated 1953 - Title 53 – Emergency Management Act
- Appendix C. Hazard Identification and Vulnerability Analysis Worksheets and
Emergency/Disaster Action Plans (HIVA/EAP) (Protected*)
- Appendix D. Emergency Preparedness for City Facilities (Protected*)
- Appendix E. Training, Implementation and Exercise Plan
- Appendix F. Incident Command System (ICS)
- Appendix G. Mutual Aid Agreements
- Appendix H. Resource List and Contracts
- Appendix I. Employee Contact List (Protected*)
- Appendix J. Available FEMA Training Courses
- Appendix K. Emergency Operations Center (EOC) (Protected*)
- Appendix L. Emergency Support Functions (ESF) (Protected*)
- Appendix M. Community Preparedness Information and Plan
- Appendix N. Acronyms and Glossary
- Appendix O. Form and Log Templates
- Appendix P. Emergency Manager (EM) Notification Procedure
- Appendix Q. Standard Operating Procedures (SOP) in Support of ESF (Protected*)
- Appendix R. Continuity of Operations Plan (COOP) (Protected*)
- Appendix S. Distribution Management Plan (in development)
- Appendix T. Community Wildfire Preparedness Plan, 2021 Update
- Appendix U. Citywide Evacuation Standard Operation Procedures, including Department of
Homeland Security Crisis Event Response and Recovery Access (CERRA)
Framework
- Appendix V. National Disaster Recovery Framework, including Recovery Support Functions
- Appendix W. Pre-Disaster Mitigation Plan

* Some parts or all of these appendices are Private or Protected pursuant to Utah Code - 63-2-304 and Utah Code 62-2-106



Resolution No. 23-07

A RESOLUTION ADOPTING THE USE OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

WHEREAS, natural and man-made disasters may occur in any part of Park City, and;

WHEREAS, Utah State Code Title 63, State Affairs in General, Chapter 5a, Disaster Response and Recovery outlines authority, and;

WHEREAS, Park City is responsible to respond to emergency incidents as well as disasters with local responders, i.e. Law Enforcement, Fire, Emergency Medical Services, Public Services, and other such departments and divisions that might be required, and;

WHEREAS, City departments may be called to respond to and/or assist in response and/or recovery from the effects of emergency incidents and disasters, and;

WHEREAS, Park City is committed to achieving a system that will provide a consistent approach for local, State and Federal governments to work effectively and efficiently together to prevent, prepare for, respond to and recover from domestic emergency and disaster incidents, regardless of cause, size or complexity, and;

WHEREAS, The Homeland Security Presidential Directive (HSPD-5) requires Federal departments and local jurisdictions to adopt the National Incident Management Systems (NIMS), and;

WHEREAS, in times of disaster, local and State agencies work closely with Federal agencies, and;

WHEREAS, NIMS provides a consistent nationwide template for all agencies to work together to prevent, prepare for, respond to and recover from all hazards, and;

WHEREAS, as a condition for Federal preparedness assistance, beginning in Federal Fiscal Year 2005, local organizations are mandated by HSPD-5 to adopt NIMS as the model for incident management in times of disaster;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Park City, Utah as follows:

SECTION 1. ADOPTION. Park City Municipal Corporation hereby adopts the National Incident Management System (NIMS) to be used by all City departments in response to all

incidents and/or disasters within Park City.

SECTION 2. EFFECTIVE DATE. This resolution shall take effect upon adoption.

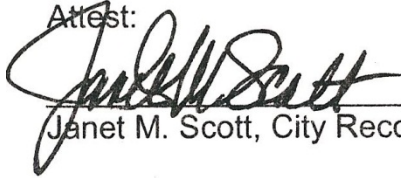
PASSED AND ADOPTED by the City Council this 9th day of August, 2007.

PARK CITY MUNICIPAL CORPORATION



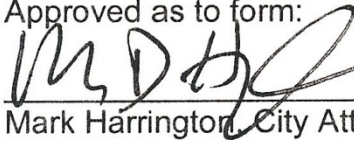
Mayor Dana Williams

Attest:



Janet M. Scott, City Recorder

Approved as to form:



Mark Harrington, City Attorney



**Park City Municipal Corporation
Comprehensive Emergency Management Plan**

Record of Changes

Pursuant to Resolution XX-2024, the City Manager may approve amendments to the Comprehensive Emergency Management Plan (CEMP), which shall remain in effect for up to one year or until permanently ratified by the City Council.

Nature of Changes	Date of Change	Pages Affected	City Manager's Signature
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PARK CITY MUNICIPAL CORPORATION COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP)

PURPOSE

The purpose of the Park City Comprehensive Emergency Management Plan (CEMP) is to develop a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency or disaster, preserve life, respond during emergencies, provide necessary assistance, and establish a recovery system to return the community to its normal state of affairs.

This plan defines the roles and responsibilities of each department and functions within the City organization by providing guidance to accomplish incident objectives, lists of guidelines, plans, assessments, and resources.

This document is intended to serve as a living document with dynamic content, periodic reviews, edits, and updates to reflect changes in technologies, techniques, organizations, tactics, procedures, and other considerations.

CONCEPT & PRINCIPLES

On February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD) - 5 *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). This plan utilizes the tenants of NIMS, including the Incident Command System (ICS), as the basis for operations and to the level the various tenants apply to local government. In adopting this CEMP, Park City Municipal Corporation also adopts NIMS and ICS as required in HSPD-5.

It Park City Municipal Corporation's responsibility as a local government to undertake comprehensive emergency management planning to protect life and property from the effect of an event prompted by natural or man-made occurrences. Local government has the primary responsibility for emergency management activities. When the emergency exceeds the local government's capabilities to respond, assistance will be requested from Summit County, and then the State of Utah. The Federal Government will provide assistance to the State when appropriate.

This plan is based upon the concept that the emergency functions for City departments, functions or groups will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases.

Day-to-day functions that do not contribute directly to the emergency response or operations may be suspended for the duration of the incident. Efforts that would normally be required for those functions will be redirected to accomplish the emergency response tasks.

A CEMP should be concerned with all types of emergency situations. It is more than an operational plan and it accounts for activities before, during and after emergency operations. While the City has a plan as outlined herein, adequate resources may not be available to carry out

all phases of the plan depending on circumstances, such as the size and type of a specific emergency or disaster. The following are the four phases of emergency management contemplated by a CEMP:

Phases of Emergency Management

1. Mitigation: Mitigation activities eliminate or reduce the probability of an occurrence. Actions accomplished before an event to prevent it from causing a disaster, or to reduce its effects if it does, save the most lives, prevent the most damage, and are by far the most cost-effective. City departments will enforce all public safety mandates including land use management and building codes; and recommend to governing bodies legislation required to improve the emergency readiness of the City. These activities also include long-term efforts to reduce the undesirable effects of unavoidable hazards.
2. Preparedness: Preparedness activities develop the response capabilities needed in case an emergency arises. Preparedness consists of almost any pre-disaster action which increases the safety or effectiveness of disaster response. Preparedness consists of those activities that have the potential to save lives, reduce property damage, and increase individual and community control over the subsequent disaster response. Emergency Action Plans spell out the scope of activities required for community response. Departments/agencies shall ensure that employees are trained to implement emergency and disaster procedures and instructions. Departments/agencies shall validate their level of emergency readiness through internal drills and participation in exercises selected by the Emergency Program Manager (EPM). Other government jurisdictions within and outside the City boundaries may also participate in these exercises. Exercise results shall be documented and used in a continuous planning effort to improve the City's emergency readiness posture. In addition to the ongoing training and education of City employees and elected officials in the CEMP, local citizens and businesses shall also be educated on their responsibilities in preparing for an emergency.
3. Response: Response is the actual provision of services during an incident or crisis. These activities help reduce casualties and damage and speeds recovery from the incident. The active use of resources to address immediate and short-term effects of an emergency or disaster constitutes the response phase and is the focus of department/agency Emergency Action Plans. They include emergency and short-term medical care, return of vital life-support systems to minimum operating conditions, mass communications, evacuations, and initial damage assessment. When any department/agency within the City receives information about a potential emergency or disaster, it will conduct an initial assessment, determine the need to alert others, and set in motion appropriate actions to reduce risk and potential impacts. Emergency response activities will be described in department/agency Emergency/Disaster Action Plans and may involve activating the Emergency Operations Center (EOC) for coordination and support of the Incident Command System (ICS). Departments/agencies will strive to provide support to warning and emergency public information, save lives and property,

supply basic human needs, maintain or restore essential services, and protect vital resources and the environment.

4. Recovery: Recovery is both a short-term and long-term process. Recovery involves detailed damage assessments, complete restoration of vital life-support systems, financial assistance, and long-term medical care. There is no definite point at which response ends and recovery begins. However, most recovery efforts will occur after the emergency organization is deactivated and departments/agencies have returned to pre-disaster operations, integrated with normal day-to-day functions. The recovery period is an opportune time to institute mitigation measures, particularly those related to the recent incident. Examples of recovery actions include provision of temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas. The City adopts the framework and basic guidelines detailed in the National Disaster Recovery Framework included in the appendices, as well as the Recovery Support Functions detailed therein.

OBJECTIVES CONTAINED WITHIN THE CEMP

1. Defines the roles and responsibilities of key members of City staff, City departments or functions and elected officials, to mitigate, prepare for, respond to, and recover from the effects of any major emergency or disaster.
2. Establishes and defines roles and responsibilities within NIMS and ICS, as required by law.
3. Ensures that essential City services are maintained during an emergency or disaster.
4. Outlines the cooperative efforts between the City, the County, other political subdivisions, and the State in response to an emergency or disaster.
5. Provides the necessary Mitigation, Preparedness, Response, Recovery, Mutual Aid, Action Plans, Hazard Identification, Risk Assessment, Emergency Support Functions, Resource Lists, Contact Lists and documents in appendices and compendiums to accomplish the activities laid out in this CEMP.

CHAPTER 1 – Authority

Emergency Authority

A compendium of existing local and State legislation pertaining to emergency management and authority is shown in Appendices A and B.

Mayor

Statutory Authority

The Mayor, as outlined in City Code 2-2-3, shall be the chief executive of the City. The Mayor shall be recognized as the head of the City government for all ceremonial and legal purposes and shall execute and authenticate legal instruments requiring signature as such official. Further, the Mayor has emergency powers as set out in Utah Code 53-2a-205 and 208. The Mayor heads the Multi-Agency Coordination Group/Emergency Policy Group.

Proclamation of Local Emergency

In the event of or threat of, as disaster, attack, internal disturbance, natural phenomenon, or technological hazard, the Mayor may proclaim a state of “Local Emergency” under Utah Code 53-2a-208.

Order Evacuations

Under Utah Code 53-2a-205, if necessary for the preservation of life, the Mayor may issue an order for the evacuation of all or part of the population from any stricken or threatened area within the City, recommending routes, modes of transportation, and destinations in relation to an evacuation (see City Evacuation Standard Operating Procedures, Appendix U).

Appointment of Special Police

Under City Code 2-4-12C, the Mayor may upon any emergency, riot, pestilence, invasion, or at any time as deemed necessary for the peace, good order, or health of the City, order the Chief of Police to appoint special policemen for a specified time.

City Council

Emergency Ordinances

Emergency ordinances, as outlined in City Code 2-3-7C, may be enacted by City Council for the preservation of public property, health, peace, or safety. Further, the City Council may authorize expenditures for an emergency in excess of the budget as outlined in Utah Code 10-6-129.

Emergency Interim Successors

The City Council and Mayor shall annually set out Emergency Interim Successors for Local Officers as set out in Utah Code 53-2a-807 (see also Continuity of Government Operations

- Succession of Command, and the Continuity of Operations Plan (COOP)/Continuity of Government Plan, Appendix R - PROTECTED).

City Manager

Statutory Authority

The City Manager is the Chief Administrative Officer of the City as defined in City Code 2-4-1 and will administer all affairs of the City as directed in City Code 2-4-3 A through M. In the absence of the Mayor, the City Manager may proclaim a state of “Local Emergency” as provided for in City Code and Utah Code 53-2a-203.

Administrative Authority

The City Manager or his/her designee or successor, as Chief Administrative Officer shall administer all emergency or disaster operations as outlined in the CEMP, including but not limited to EOC Operations Commander, Unified Commander (UC), Area Commander (AC) and/or Incident Commander (IC).

City Attorney

Statutory Authority

The City Attorney shall be the legal representative of the City and shall advise the Mayor and Council and City officials in matters relating to their official powers and duties and perform such other duties as the Mayor and Council may prescribe by ordinance, resolution, or otherwise as outlined in City Code 2-4-10.

Chief of Police/Deputy Fire Marshal

Statutory Authority

The Chief of Police shall direct the police department in the enforcement of all the laws of the City and all statutes of the State of Utah applicable to the City as outlined in City Code 2-4-12, 6-3-6 and 11-9-2, including urgent evacuation orders under Utah Code 53-2a-205. The Chief of Police shall also serve as the City’s Deputy Fire Marshal.

Emergency Manager

Statutory Authority

The Emergency Manager is appointed to act in accordance with the Emergency Management Act, Utah Code Section 53-2a-1402. Emergency successors for the emergency program manager are designated in the Continuity of Government Operations - Succession of Command, and the Continuity of Operations Plan (COOP)/Continuity of Government Plan, Appendix R – PROTECTED. The Emergency Manager shall (a) create a plan to coordinate emergency preparedness, response, mitigation, coordination, and other recovery activities; and (b) coordinate with other emergency managers and officials to ensure efficient, appropriate, and coordinated emergency preparedness, response, mitigation, and recovery.

Administrative Authority

The Emergency Program Manager (EPM), also known as the Emergency Manager (EM) is hereby appointed by the City Manager to act as the City's designated manager to be involved in all areas of emergency management for the City. The EM's responsibilities include: maintenance of the CEMP with all of its appendices (which must be updated and adopted annually); establishing and maintaining the City's State and Federal NIMS compliance; serving as Emergency Operations Center (EOC) Manager; establishing, maintaining, and participating in the training of all City staff in emergency preparedness and response; helping set City building preparedness and response to building specific emergencies; identifying and analyzing potential hazards to the community and the City's response; serving as liaison to the Summit County Emergency Manager and Region 2 of the Utah Division of Emergency Management; participating in individual incidents as a coordinator and review officer; and in conjunction with the Community Engagement Manager, setting up citizen and business emergency preparedness programs. The EPM works with a policy and review body called the Emergency Management Group (EMG). The City Manager may reassign the responsibilities of EM at any time.

Community Engagement Manager

Administrative Authority

The Community Engagement Manager is hereby appointed by the City Manager to act as the City's designated Public Information Officer (PIO). The City Manager may reassign the responsibilities of the PIO at any time.

Chief Building Official/Chief Fire Official

Statutory Authority

The Chief Building Official shall be responsible for the enforcement of the building codes, and all other such codes as adopted by the City and as outlined in City Code 6-1-2, 6-3-6, 11-2-2, 11-2-3 and 11-9-1.

CHAPTER 2 – Organization

Departments within the City have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining its own emergency management procedures with assistance from the Emergency Manager and in accordance with the CEMP. Departments will prepare plans, forms, documents, and procedures to carry out their missions as outlined in the CEMP. Specific responsibilities for some departments may be outlined within the CEMP and/or its appendices.

Emergency Management Group (EMG)

An Emergency Management Group (EMG) has been established to assist in the preparation of the CEMP, make periodic reviews and amendments, provide assistance and direction to the Emergency Program Manager (EPM) and assist departments with their components and implementation of the CEMP. The EPM is Chair of this group and the Police Chief is the Vice Chair.

The Emergency Management Group (EMG) members are:

1. City Manager – Operations Commander
2. Deputy City Manager - Internal Services
3. Deputy City Manager - External Services
4. Emergency Program Manager (EPM) - Chair
5. Community Engagement Manager (PIO)
6. Information Technology Director
7. Chief of Police – Vice Chair
8. City Attorney
9. Public Works Director
10. Chief Building Official
11. City Engineer
12. Public Utilities Director

Outside Agencies and other members may be added as determined by the City Manager

The Committee will ensure that emergency policies, activities, and resources are coordinated among the City departments. On no less than an annual basis, the EPM will hold an EMG policy review meeting, make necessary CEMP amendments, and hold a training session for Committee members and elected City officials.

At least three times annually, the EPM will also facilitate emergency response drills or exercises to evaluate portions of this plan, its components, and individual departments' emergency management procedures.

Departmental Emergency Management

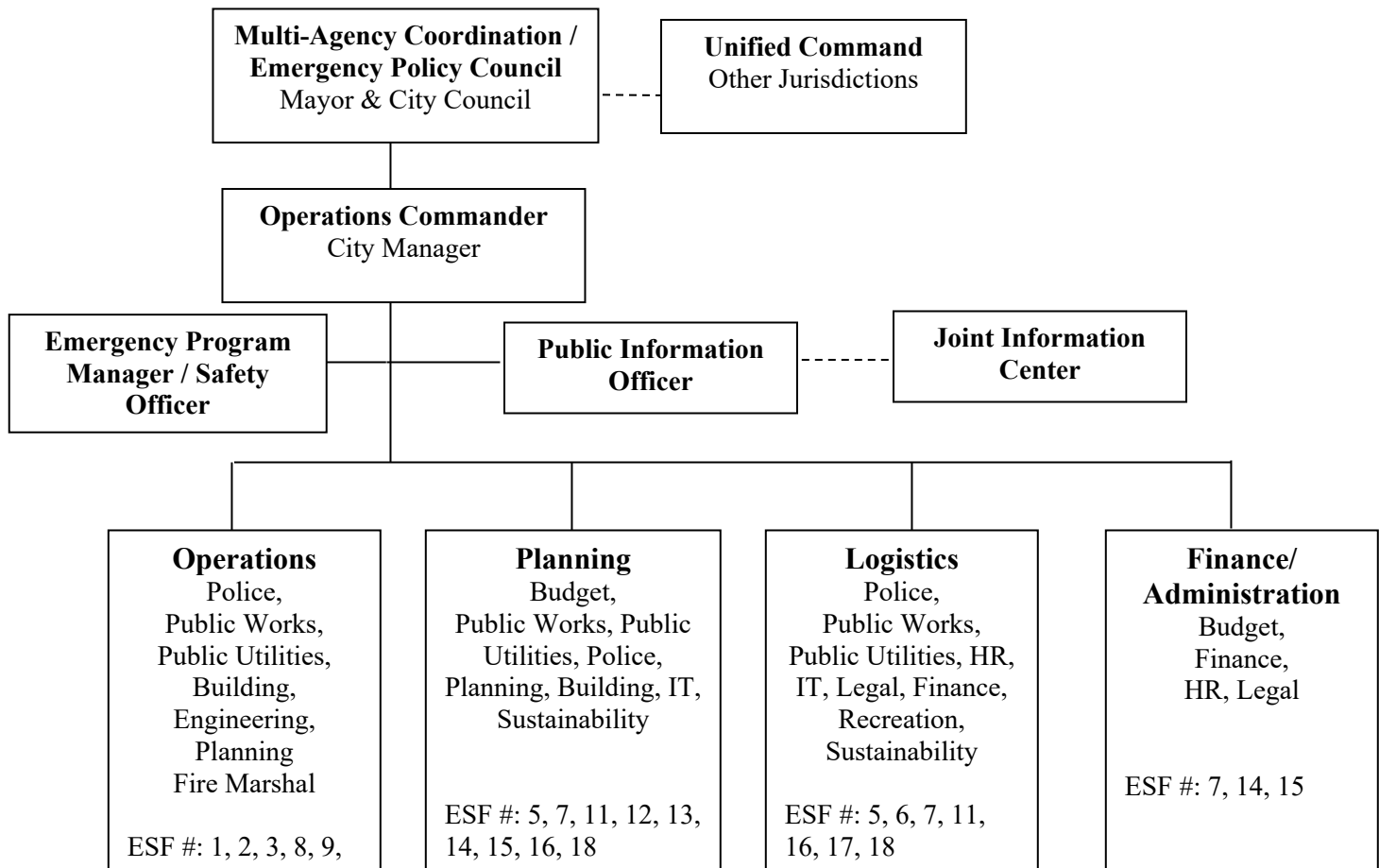
Under the direction of each City department manager or designee, each department will educate its employees on the CEMP and how it impacts their department, including individual and department roles and responsibilities, specific facility action plans, and conduct regular training to meet the requirements of the CEMP. Further, training in the ICS will be conducted at all levels, including the need to complete tasks while under the supervision of an Incident Commander who may not be a regular supervisor. An outline of FEMA training required for various line and supervisory levels of City staff are outlined in Appendix E and F.

Direction and Control

The final responsibility for all emergency management belongs to the City Manager, a member of the Emergency Management Group (EMG) and Operations Commander. The EMG is responsible for all policy level recommendations and changes. The City Council shall adopt by resolution the CEMP and compliance with NIMS, including all appendices and compendiums that encompass the total plan as periodically amended by the EMG. During response operations, elected officials will be available to interact with constituents and forward community concerns, provide emergency policy direction, enact emergency legislation, provide for funding, and provide designated public information in conjunction with the Public Information Officer (PIO) and/or other duties as agreed upon with the Operations Commander

The EPM has responsibility for coordinating the entire emergency plan and response program, and makes all routine decisions for this committee. During emergency operations, the EPM ensures that the policy and coordination of all groups are working in concerted, supportive effort to overcome the emergency.

CEMP Organizational Chart - ICS Model



Continuity of Government Operations

Succession of Command

1. The line of succession of the City Manager as the Operations Commander is to the Deputy City Managers, the Chief of Police, and then to the Emergency Manager. In the event the Emergency Manager assumes the Operations Commander position, the EM will be replaced by a trained Acting Emergency Manager.

The line of succession of the City Manager, such as in the case of an appointment of an Acting City Manager, is to the Deputy City Managers, the City Attorney, and then the Chief of Police. An Acting City Manager may not serve as Emergency Manager or Acting Emergency Manager at the same time.

2. The line of succession for the Emergency Manager is a trained Acting Emergency Manager. A minimum of three (3) Acting Emergency Managers from department manager-level City staff members shall be trained and qualified to assume the role of Emergency Manager. The Acting Emergency Manager will fully assume duties as Emergency Manager and be relieved of their departmental duties in turn by their departmental next-in-command.

3. The line of succession of each City department is according to the operating procedures established by each department and should be no fewer than three staff members deep. This succession is further detailed in Appendix R, Continuity of Operations/Continuity of Government Plan.
4. The line of succession of the Mayor is to the Mayor Pro Tempore, to the Alternate Mayor Pro Tempore, and then to the most senior member of the City Council.
5. The line of succession of the City Council shall be governed by Park City Municipal Code 2-2-9. In the event a majority of Council members are unavailable or unable to fill vacancies by appointment, then emergency interim succession is pursuant to Utah Code 53-2a-807.

Preservation of Records

1. In order to develop after-action reports, all documents, messages, and logs will be maintained and submitted to the EPM immediately after deactivating emergency operations.
2. Documentation of emergency response actions is required for the following:
 - a. Accounting/reimbursement
 - b. Response action improvement
 - c. Possible legal action
 - d. Economic recovery

Administrative Items

Emergency Authority

1. A compendium of existing State legislation pertaining to emergency management are shown in Appendices A and B.

Mutual Aid/Automatic Aid

1. Should local government resources prove inadequate during an emergency operation, requests for assistance from other local jurisdictions and higher levels of government will be made according to existing or emergency negotiated mutual aid/automatic aid agreements and memorandums of understanding entered into by duly authorized officials and formalized in writing whenever possible. See Appendix G.

Consumer Protection

1. Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the State Attorney General's Consumer Protection Division.

Accounting for Resources, Costs and Losses

During a large-scale disaster, proper accounting of costs and losses is required for insurance and/or Federal disaster assistance reimbursements. Care should be taken to record all direct and indirect costs. Park City will use accounting methods in accordance with Federal guidelines. The required documentation will be forwarded to appropriate State and Federal agencies.

Incident Command System (ICS)

The Incident Command System is one of the key organizational systems of the National Incident Command System (NIMS). The ICS provides overall management at the incident site. The Incident Commander develops a management structure based on the needs of the incident. All appropriate elected officials, department heads, managers, supervisors, and line personnel shall be trained in the ICS. See Appendices E and F.

Plan Development and Maintenance

If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The Emergency Program Manager (EPM) and members of the Emergency Management Group (EMG) will brief appropriate public/private sector officials in emergency management operations of this plan in particular.

The plan shall be updated at least once every year. Training for all employees and elected officials shall be ongoing.

CHAPTER 3 – Procedures and Operations

Emergency Levels

During an emergency situation, a timely and well-documented system of assessing the damage experienced or expected is crucial for determining appropriate response actions, alleviating victim suffering and hardship, managing resources effectively, and planning future hazard mitigation activities.

When carrying out the Comprehensive Emergency Management Plan, the transition from normal operations to emergency operations must be orderly. To achieve unified response operations, all departments must have a common definition and status of emergencies. These defined levels of an emergency provide a transition from normal operating posture to full alert and provide for coordination with other agencies. When responding to emergencies, the following apply:

Level III: NO OUTSIDE ASSISTANCE NECESSARY

An emergency that poses a threat to life, property, or the environment and where ample local resources exist. The responding department(s) handles the incident with on-duty resources and notifies the City Manager or their designee via department notification protocols.

Level II: ENHANCED RESPONSE REQUIRED

An emergency of a greater hazard, which poses a threat to life, property, or the environment, and requires extensive ongoing coordination between more than one City department. Park City personnel handle the emergency with City resources, mutual aid, and resource sharing. Once a Level II emergency is in effect, any request for assistance or resources from the on-scene Incident Commander will take precedence over other daily activities. Incident Commanders responding to Level II emergencies will notify the City Manager or their designee via department notification protocols. If needed, request for EOC activation may be made by responding Incident Commander(s), involved department chiefs or department heads, the City Manager, or the Emergency Program Manager.

Level I: MAJOR INCIDENT

An emergency involving a catastrophic incident. The incident may result from a natural or man-made disaster such as earthquake, flood, fire, terrorism, etc. The incident may result in an immediate threat to persons, property, or the environment and requires the resources of the entire City, including government, private, and outside assistance. The Mayor or designee may issue a formal declaration of emergency.

During response operations, responders maintain the principle of centralized control and decentralized execution. All response actions are in harmony and orchestrated by legal authority from the Emergency Operations Center.

As City departments, agencies, and non-governmental organizations progress from normal operations to an emergency posture, they go through the response conditions outlined below in accordance with the emergency level. For example, a locally-occurring Level II incident would initially require Response Condition II.

Response Conditions

Response Condition - III: NO OUTSIDE ASSISTANCE NECESSARY

1. Monitor the situation regularly.
2. Review applicable plans and Standard Operating Procedures.
3. Review the status of all equipment and supplies.
4. Notify the City Manager and key personnel.

Response Condition II: ENHANCED RESPONSE REQUIRED

1. The Emergency Operations Center may be activated as needed with partial staffing.
2. Notify City Manager and key personnel.
3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented.
4. Place personnel on standby status as needed.

Response Condition I: MAJOR INCIDENT

1. Place Emergency Operations Center on full staffing.
2. Bring equipment and supplies to full operational status.
3. Recall personnel as necessary.
4. Freeze supplies and resources and commit them to the emergency as needed.
5. Notify the County and the State

Incident Levels	Response Conditions		
	Response Condition III: NO OUTSIDE ASSISTANCE NECESSARY	Response Condition II: ENHANCED RESPONSE REQUIRED	Response Condition I: MAJOR INCIDENT
Level I: MAJOR INCIDENT A catastrophic incident resulting from a natural or man-made disaster such as earthquake, flood, fire, terrorism, etc. The incident may constitute an immediate threat to persons, property, or the environment, and <u>requires the resources of the entire City, including government, private, and outside assistance.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel. <i>NOTE: May be appropriate if Level I incident occurs at a National level, or in a neighboring State or jurisdiction.</i>	1. The Emergency Operations Center may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed. <i>NOTE: May be appropriate if Level I incident occurs in nearby or neighboring jurisdiction, with potential for local impact.</i>	1. Place Emergency Operations Center on full staffing. 2. Bring equipment and supplies to full operational status. 3. Recall personnel as necessary. 4. Freeze supplies and resources and commit them to the emergency as needed. 5. Notify the County and the State
Level II: ENHANCED RESPONSE REQUIRED An emergency of a greater hazard, posing a threat to life, property, or the environment, and requires efforts and coordination between <u>more than one City department.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel. <i>NOTE: May be appropriate if Level II incident occurs in nearby or neighboring jurisdiction, with potential for local impact.</i>	1. The Emergency Operations Center may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed.	1. Place Emergency Operations Center on full staffing. 2. Bring equipment and supplies to full operational status. 3. Recall personnel as necessary. 4. Freeze supplies and resources and commit them to the emergency as needed. 5. Notify the County and the State <i>NOTE: May be appropriate if Level II incident expands.</i>
Level III: NO OUTSIDE ASSISTANCE NECESSARY A local emergency that poses a threat to life, property, or the environment and where ample local resources exist to mitigate the effects. <u>Typically manageable by a single City department.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel.	1. The Emergency Operations Center (or Mobile Command Trailer) may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed. <i>NOTE: Upgrading response condition may be appropriate if incident expands, consider upgrading to Level II incident.</i>	Not Applicable

NOTE: The above procedures are provided as an initial response guide only and shall not constrain or limit appropriate emergency actions of any responding department or agency. It is entirely possible - even likely - to move between Response Conditions and Incident Levels as an incident progresses, is managed, and is mitigated.

Declaration of Emergency

Park City is the primary responder to a disaster in the City. As such, it rapidly mobilizes response resources, assesses the situation, and plans a course of action. Once the situation exceeds Park City's capability to respond, officials will first seek supplemental resources from Summit County and neighboring Counties, then the State of Utah, and finally the Federal government.

A local "emergency" may be declared by proclamation of the Mayor. In the absence of the Mayor, an interim successor, or City Manager may declare an emergency. Nothing in this section is intended to preclude the declaration of an emergency and the exercise of emergency powers as long as those actions are consistent with the requirements of declaring an emergency outlined herein.

The proclamation declaring the emergency will be filed with the City Recorder and will state four things:

- Nature of the emergency.
- Areas threatened.
- Various conditions which cause the emergency to be declared.
- Initial period of the emergency.

The declaration is kept on file with other supporting documentation to justify the disbursement of disaster assistance funds if available. See Appendix O for templates.

Emergency Operations Center (EOC)

The EOC serves as a centralized management center for emergency operations, communications, and coordination. Here, decisions are made by the EOC managers based upon information provided by the Incident Commander (IC) and other personnel. Regardless of size or process, every facility should designate an area where decision-makers can gather during an emergency.

Each facility must determine its requirements for an EOC based upon the functions to be performed and the number of people involved. Ideally, the EOC is a dedicated area equipped with communications equipment, reference materials, activity logs and all the tools necessary to respond quickly and appropriately to an emergency.

EOC Resources:

- Communications equipment
- A physical copy of the emergency management plan and EOC procedures
- Blueprints, maps, status boards
- A list of EOC personnel and descriptions of their duties

- Technical information and data for advising responders
- Building security system information
- Information and data management capabilities
- Directories
- Backup power, communications, and lighting
- Emergency supplies
- Mobile Command Trailer
- Emergency Mass Notification System
- Unmanned Aerial System (UAS or ‘drone’) and licensed pilot

An EOC has been established within the Police Department, 2060 Park Avenue. Those participating in the EOC will be located in secure meeting space adjacent to Police Records/Reception (the Lloyd D. Evans, Sr. Meeting Room). The Emergency Policy Council (EPC) will be located in the secure Police Department Administrative Conference Room. The general operations of the EOC functions will be conducted within the confines of the space available at the time of activation of the EOC.

1. Secondary Emergency Operations Center. Should the primary EOC location become unavailable or unviable due to structural failure, road inaccessibility, etc., EOC functions will be moved to the Public Works Facility or the Marsac Building, as available and appropriate. The EOC shall function at that location until such time as the primary EOC becomes operational or an alternate site is identified that can better support EOC operations.

2. Alternate Emergency Operations Center. In the event Park City Municipal Corporation facilities designated for use as EOC sites become unavailable or unusable, the EOC function may be moved to the Summit County EOC at the Summit County Health Department in Park City, the Summit County Search & Rescue Building in Kamas, the Summit County Mobile Command (SCMC), or the Park City Mobile Command Trailer (MCT).

3. Authority to Activate EOC. Activation of the EOC is solely the responsibility of the City Manager, designee, or successor. The City Manager may consult with the Emergency Program Manager, Chief of Police, PIO, Public Works Director, and the Mayor in making the determination to activate the EOC; however, the final decision rests with the City Manager. In the absence of the City Manager or an immediate successor, in order to expedite the City’s emergency response, the Emergency Program Manager may activate the EOC.

4. EOC Command Structure. While the EOC is functional, the City Manager will act as the Operations Commander, unless that responsibility is delegated to another senior staff member. The City Manager will interact with the appropriate manager or managers when addressing the incident response, assessment, operations, and recovery phases. Each City Department or function involved in any phase of an incident will have a management representative located within the EOC operations area, or in a location directed by the City Manager. The EPM or designee shall manage the EOC. See Appendix K.

CHAPTER 4 – Incident Response and Management

Emergency Support Functions (ESF) Concept

In order to facilitate the delivery of emergency services during a disaster, Park City has adopted the Emergency Support Function (ESF) concept found in the National Response Framework (NRF), organized along departmental lines. The Emergency Support Function concept is based on the idea of designating specific emergency response tasks to the City departments and outside organizations best suited to complete the designated task. Each function has an assigned department or organization responsible for that function with other departments and organizations playing supporting roles.

ESF Overview

The tasks that may need to be performed in emergency situations have been categorized as Emergency Support Functions (ESFs) under the National Incident Management System (NIMS), and Park City's CEMP generally follows that categorization. The tasks have been grouped into 18 Emergency Support Functions. Each ESF is supported by Standard Operating Procedures (SOP) for that ESF. See ESF and SOP details in Appendices L and Q.

ESF 1 TRANSPORTATION	Transit/Fleet/Public Works
Coordinate the use of transportation resources required to perform the emergency response, recovery and assistance mission.	
ESF 2 COMMUNICATIONS	Summit County Public Safety Dispatch/ Information Technology / Public Information Officer
Coordinate and provide communication support, and, where necessary, establish temporary telecommunications support.	
ESF 3 PUBLIC WORKS & ENGINEERING	Public Works/Public Utilities/ Building/Planning/Engineering
Assist in lifesaving or life-protection activity following a disaster. This may include technical advice and evaluation, engineering services, construction management and inspection, emergency contracting, and emergency repairs.	
ESF 4 FIREFIGHTING	Park City Fire District (PCFD)
Manage and coordinate firefighting and emergency medical activity.	
ESF 5 INFORMATION & PLANNING	Emergency Operations Center / Public Information Officer / Joint Information Center
Collect, process, and organize information about a potential or actual disaster or emergency. Quickly disseminate accurate information to the public.	
ESF 6 MASS CARE, EMERGENCY ASSISTANCE, TEMPORARY HOUSING & HUMAN SERVICES	Red Cross/FEMA/ Golf-Recreation-Ice-Library (GRIL)
Coordinate activities involved with emergency shelter, mass feeding, bulk distribution of relief supplies for victims of disaster, and disaster welfare information.	

ESF 7 LOGISTICS	Sustainability/Finance/Emergency Operations Center
Provide logistical and resource support. This includes provision of emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel.	
ESF 8 PUBLIC HEALTH & MEDICAL SERVICES	Summit County Health/ PCFD
Provide assistance in identifying and meeting the health and medical needs of disaster victims and emergency responders.	
ESF 9 URBAN SEARCH & RESCUE	PCFD/Summit County Sheriff's Office/ Park City Police
Provide support in locating, extricating, and treating victims if buildings are damaged or collapsed.	
ESF 10 OIL & HAZARDOUS MATERIALS RESPONSE	PCFD/Summit County Health
Provide support in response to actual or potential discharge and/or release of hazardous materials.	
ESF 11 FOOD & WATER	Golf-Recreation-Ice-Library (GRIL)
Identify food and water needs. Identify sources of water; arrange for manpower and transportation to the disaster area and distribute as needed to responders and mass shelters.	
ESF 12 UTILITIES	Public Works/Public Utilities/Utility Companies
Assist in coordinating efforts to provide emergency power and fuel to support response operations as well as providing power and fuel to restore normal community functions.	
ESF 13 LAW ENFORCEMENT	Police
Provide sufficient resources to maintain civil order under emergency conditions.	
ESF 14 LEGAL	City Attorney's Office
Review local legal authorities and State statutes relating to emergency activities and advise City decision makers.	
ESF 15 FINANCE MANAGEMENT	Finance/Budget
Create a central management committee to oversee the emergency purchasing and reimbursement process. Maintain a disaster documentation system.	
ESF 16 FACILITIES	Building/Engineering/Building Maintenance/Planning
Coordinate the inspection and use of City owned/operated facilities to support disaster response and recovery operations.	
ESF 17 VOLUNTEERS & DONATIONS	GRIL/Finance & Budget
Coordinate the use of volunteers (Recreation Departments) and donated goods (Finance & Budget) in support of disaster recovery operations.	
ESF 18 ANIMALS	Summit County Animal Control/ UT Community Animal Response Program
Provide for emergency evacuation, medical care, shelter, food and water for domestic animals.	
ESF 19 PUBLIC-PRIVATE PARTNERSHIPS	Emergency Operations Center (Ad Hoc, incident-based)

Departmental Roles and Responsibilities

General Responsibilities

1. General Preparedness Responsibilities

The following common responsibilities are assigned to each department listed in this plan. Further, each department shall create an internal emergency management organization and develop standard operating procedures (SOP) in accordance with the provisions of this plan. Preparation activities include:

- Establishing departmental and individual responsibilities (as indicated in this plan); identify emergency tasks.
- Working with other departments to enhance cooperation and coordination, and eliminate redundancy. Departments having shared responsibilities should coordinate work to complement each other's efforts.
- Establishing education and training programs so that each division and employee will know exactly where, when, and how to respond.
- Developing site-specific plans for department facilities as necessary.
- Ensuring employee job descriptions reflect assigned emergency duties.
- Training staff and volunteers to perform emergency duties and tasks.
- Identifying, categorizing and inventorying all available departmental resources, including but not limited to fixed assets, personnel and contracts.
- Developing procedures for mobilizing and employing additional resources.
- Ensuring communication capabilities.
- Preparing to provide internal logistical support to department operations during the initial emergency response phase.
- Prepare Standard Operating Procedures (SOP) in support of ESF responsibilities.

2. General Response Responsibilities

The following common responsibilities are assigned to each department listed in this plan, but are not all-inclusive – additional actions may be appropriate or required:

- Upon receipt of an alert or warning, initiate notification actions to alert employees and volunteers of assigned response duties.
- As appropriate:
 - Suspend or curtail normal business activities
 - Recall essential off-duty employees
 - Release non-essential employees
 - Evacuate departmental facilities
- As requested, augment the City's effort to warn the public through use of vehicles equipped with public address systems, sirens, radio, uniformed and credentialed employees going door-to-door, etc.
- Keep the Operations Commander informed of field activities, and maintain communications with the Incident Commander and/or EOC.
- Activate a departmental operations center to support and facilitate department response activities, maintain an events log, and report information within the ICS or to the EOC.
- Report damages and status of critical facilities within the ICS or EOC.
- If appropriate or requested, send a representative to the EOC.

- Ensure staff members tasked to work with the EOC have the authority to commit resources and set policies.
- Coordinate with the EOC to establish protocols for interfacing with County, State, Federal responders.
- Utilize only the Public Information Officer to release any information to the media.
- Submit reports to the EPM detailing departmental emergency expenditures and obligations.

Individual Responsibilities

1. Chief Administrative Officer/City Manager/Deputy City Manager (Executive)

- Provide overall administration, direction and control of the emergency, damage assessment, and response operation within Park City
- Serve as a member of the Emergency Management Group (EMG)
- Command the EOC
- Coordinate with the Mayor and Emergency Policy Council
- Provide risk management reporting and City insurance program
- Identify and provide resources (supplies, equipment, and personnel) as requested

2. Emergency Program Manager (Executive)

- Assist the City Manager with the planning, management, and control of emergency operations
- Make the Emergency Operations Center available to Park City officials for conducting overall direction/coordination of response and recovery operations. Manage and coordinate the EOC and interdepartmental operations
- Maintain supplies and equipment for the Emergency Operations Center.
- Coordinate department provision of supplies, equipment, and personnel as requested
- Work with the PIO and volunteer agencies to inform citizens of protective actions they should take
- Coordinate with other departments to ensure that special needs populations receive information regarding actions taken for them to protect their life and property, or available resources as appropriate
- Conduct after-action meetings and prepare after-action reports in conjunction with the Operations Commander and/or Incident Commander(s)
- Additional responsibilities prior to an emergency include:
 - Updating the Comprehensive Emergency Management Plan, and providing updated copies of the CEMP
 - Coordinating emergency management exercises involving the City and community
 - Participating in community preparedness training in conjunction with the PIO
 - Coordinating the Special Needs Registry and assisting in Special Needs community planning

3. Mayor and City Council

- Monitor situations within their constituencies and coordinate information with City Manager or designee
- Mayor submits formal local Declarations of Emergency
- Meet formally as a City Council/Policy Group/Multiagency Coordination Group as necessary

- d. Mayor or designee acts as official City spokesperson in concert with the PIO, as needed
- e. Provide emergency policy direction
- f. Issue emergency rules and proclamations with the force of law during proclaimed emergency period
- g. Identify and allocate funds to meet disaster expenditure needs
- h. Extend or terminate Declarations of Emergency

4. Finance

- a. Perform financial support functions in the EOC or on-scene as assigned
- b. Assist IC and/or EOC initial situation/damage reports as per field units' observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Provide appraisers to assist with damage assessments
- e. Process emergency purchases/procurement
- f. Establish and maintain a system whereby incident costs are identified and accumulated for County, State and Federal reimbursement
- g. Ensure payroll system is functional to pay employees and contractors
- h. Coordinate financial resources
- i. Maintain records of expenditures and use of resources.
- j. In conjunction with Budget and EOC assistance, manage any Donations Programs
- k. Under the direction of the City Manager, assist with the resolution of claims and accounting for resources expended during the emergency.

5. City Attorney

- a. Provide legal advice to staff and Council
- b. Be familiar with laws governing emergency powers and advise on all related issues
- c. Review and approve as to form all emergency documents signed by the Mayor or designee
- d. Perform functions in the EOC as needed or assigned
- e. Act as liaison between the Emergency Policy Council and the Operations Commander

6. City Recorder (Executive)

- a. Provide safekeeping of vital records during the emergency
- b. Co-sign all emergency documents signed by the Mayor or designee
- c. Assist in logging and documenting all actions during the emergency
- d. Provide administrative support to Operations Commander

7. Police

- a. Perform functions in the EOC and/or on-scene as assigned
- b. Provide the IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Augment warning system by providing siren-equipped and/or public address mobile units, and/or manpower for door-to-door warning
- e. Coordinate search and rescue and heavy rescue operations in conjunction with PCFD and SCSD as needed
- f. Maintain law and order and provide public safety activities as required
- g. Provide security for key facilities
- h. Protect property in evacuated areas

- i. Enforce orders of fire officers and implement/enforce evacuation orders, when necessary
- j. Provide law enforcement and traffic control in support of emergency actions
- k. Organizes auxiliary law enforcement personnel and commits available resources to maintain peace

8. Budget and Grants

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit's observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. In conjunction with Finance and EOC assistance manages any Donations Programs
- e. Provides planning, logistic and financial support to operations

9. Sustainability/Community Engagement

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit's observations and reports from the general public
- c. Provide logistical and resource support as requested, which may include, the provision of emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel
- d. Serves as the Public Information Officer (PIO)
- e. Under the direction of the City Manager, collects, organizes, prepares and distributes public information materials about a potential or actual disaster or emergency.
- f. Participate with the EPM in disseminating and training in citizen and business preparedness plans
- g. In conjunction with the Mayor, act as the designated contact for the news media and public
- h. Ensure that special needs populations receive information regarding actions taken for them to protect their life and property

10. Public Works/Public Utilities

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide the IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Assist with initial infrastructure damage assessment of horizontal construction, i.e., roads, bridges, stormwater culverts, etc.
- e. Provide heavy equipment to support rescue operations
- f. Provide technical information on damaged structures
- g. Provide traffic control signs and barricades
- h. Assist with the identification of evacuation routes and keep evacuation routes clear of stalled vehicles
- i. Coordinate the disposal of solid waste from congregate care facilities (shelter/mass feeding)
- j. Coordinate emergency utility support requirements with public and private utilities
- k. Operate fleet repair facility
- l. Provide for availability of motor fuels, vehicles and fuel driven equipment
- m. Provide for storage of equipment and vehicles in a safe place
- n. Provide comprehensive list of City vehicles and equipment to IC or EOC

- o. Provides for the removal of debris and maintenance of roadways
- p. Obtains additional equipment and transportation resources
- q. Establish contracts for outside services in compliance with FEMA schedules
- r. Coordinate transportation requirements for special needs agencies/individuals
- s. Provide buses for evacuations and temporary shelters
- t. Provide additional bus transportation resources
- u. Coordinate mobilization of emergency transportation services
- v. Use transportation communication links to provide damage assessment information
- w. Ensure that transportation assets meet the demands of emergency response personnel
- x. Maintain a resource list of all Park City fleet equipment and provides the EOC with updates of disaster damage to fleet
- y. Maintain fuel resources, controls and rations fuel as needed

11. Information Technology

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Maintain all communication and data systems
- e. Protect archives and necessary documents
- f. Provide supplies, equipment, and personnel as requested

12. Building/Fire Marshal/Engineering

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- e. Direct building inspectors and/or rapid assessment teams to assist with damage assessment and safety of City facilities
- f. Provide Fire Marshal services

13. Planning

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Assist in initial planning and ongoing planning during an emergency
- e. Organize staff to support damage assessment teams and participate in Citywide damage assessment and recovery with the Building Department
- e. Provide documents and maps to assist in response and recovery
- f. Support Building and Engineering Departments in their emergency functions.

14. Human Resources

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Establish an employee call back system
- e. Establish a system to check on employee's families and communicate that information
- f. Assist with employee needs at work and with their families

- g. Track staff labor assignment requests and assist with obtaining outside labor/staff

15. GRIL [for the purpose of this document, “GRIL” refers to the Golf, Recreation, Ice, and Library departments working jointly]

- a. Perform functions in the EOC or on-scene, as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Assist with the assessment of human needs during and after a disaster
- e. Obtain and supply food and water to City and emergency staff
- f. Coordinate with the Red Cross and other agencies as necessary to provide emergency programs for basic human needs, to include reception centers, shelters, and mass feeding at City-designated shelters
- g. Provide assistance in the registration of people at congregate care facilities (shelter/mass feeding)
- h. Work in close concert with Red Cross and others in activation and operation of short term, and longer-term shelters/disaster centers
- i. With assistance from the EOC, manage Volunteer Programs
- j. Provide facilities for emergency shelter, food, and water distribution points, child care facilities as needed
- k. Provide receiving and distribution sites and assist with the delivery of goods – see Appendix S.

CHAPTER 5 – Damage Assessment and Recovery

Damage Assessment and Analysis Information

- 1. Accurate damage assessment information must be obtained as soon as possible and feasible in order to:
 - a. Evaluate the impact on the population and socioeconomic system of Park City and its ability to respond and recover.
 - b. Assist the Governor with determining local and State levels of contribution to the recovery effort.
 - c. Allow the State Coordination Officer and the Federal Emergency Management Agency Regional Director to determine the kinds and quantities of disaster assistance to be provided by the State and Federal government, if appropriate.
 - d. Document the need for supplementary Federal assistance under a Presidential ‘Emergency’ or ‘Major Disaster’ Declaration.
 - e. Notify insurers of damaged/destroyed property.

Damage Assessment and Reporting

1. Initial Damage Assessment. The nature and magnitude of a disaster will determine how quickly an Initial Damage Assessment can be conducted. Widespread debris, collapsed bridges, inundated roads, and unsafe buildings are a few of the problems that can delay the assessment. Immediately after a disaster, a preliminary assessment will provide the best information regarding the extent and magnitude of the damage. The Building, Planning, and Engineering, Police Departments will assist in this function, in addition to facility managers, Streets/Stormwater, Public Works, and Park City Fire District.

2. **Damage Assessment Forms.** During the response and recovery phases of a disaster, it is vital that the State Coordinating Officer and the Governor have accurate damage, cost, and socioeconomic impact information available in summary form. This will determine how best to supplement the action taken by Park City and whether Federal assistance is required. See Appendix O.

3. **City Manager.** It is the responsibility of the City Manager or designee to coordinate with City and County elected and appointed officials to determine a systematic, unified course of action. The following items should be covered:

- a. Outline the scope (geographic area) and magnitude (severity) of the damage.
- b. Assess the socioeconomic impact on the City.
- c. Discuss the need for requesting outside assistance, the nature of such assistance, and implications of accepting aid.
- d. Specify the geographic areas and damage categories which need to be examined in greater detail.
- e. Ascertain needed resources and request additional resources from or provide assistance to other jurisdictions as appropriate.

4. **Department Managers.** Department managers oversee the gathering of damage assessment information in accordance with the assigned departmental duties. To assure accurate and efficient collection of data, department heads must take the following actions:

- a. Designate assessment teams of two or three people with specific areas of expertise.
- b. Assign the team to a specific geographic area or category of damage.
- c. Brief team members to ensure uniformity and understanding of damage categories, community impact, costs, reporting, procedures, etc.
- d. Identify damage sites by map location and street address. Roads and bridges should be listed by pre-assigned Utah State Department of Transportation numbers. Maps and photo identifications of damage sites will aid in conducting future surveys and on-site assessments.
- e. Provide each team with supplies to effectively perform the assessments (maps, cameras, list of property owners and locations). Direct teams to photograph damage sites and attach brief descriptions detailing vital information and describing the damage.
- f. Establish a deadline for gathering information so it can be summarized and presented.
- g. Gather and maintain supporting documentation (invoices, contracts, expenditure records) for costs incurred in emergency response and mitigation work. Copies of emergency expenditure records should be maintained and attached to each damage site file.

Incident Reporting

1. **Description and Purpose.** Situation Reports should be made to continually update disaster status information. The information provided in the initial and subsequent Situation Reports should outline a sequential record of actions taken from the point of first response through restoration activities. The degree of detail will vary with the type and severity of the events.

2. Content and Format. Situation Reports contain specific data and answer the following basic questions:

- a. Location and nature of damage, impact on community lifelines
- b. Description of the categories and degree of damage.
- c. Socioeconomic impact on the community.
- d. Response actions being taken by the City.
- e. Form of supplemental State and Federal assistance requested.
- f. Public assistance and individual assistance for the community.

Reports and Record Keeping

1. A number of prescribed documents, reports and records must be executed and maintained during disaster operations. These ensure prompt and coordinated State and Federal disaster response and maximize financial assistance.

2. Once an emergency is declared an ‘**Emergency**’ or ‘**Major Disaster**’ by the President of the United States, Federal disaster assistance programs may be made available to the State and its designated political subdivisions. The Federal Emergency Management Agency is responsible for coordinating and administering all Federal disaster relief programs through the Region VIII office. Subsequent to a presidential declaration, the Federal Coordinating Officer will establish a field office in the disaster area to administer disaster relief programs according to Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance, and the Code of Federal Regulations, Title 44, Part 206.

3. An accurate record system maintained separately from normal day-to-day operations should be established immediately at the onset of the emergency. All recipients of State and Federal funds must maintain adequate disbursement and accounting records of costs incurred for approved disaster work.

4. One of the main responsibilities of Park City officials involved in disaster operations will be the preparation and maintenance of all required documents, reports, and records. The Governor’s Authorized Representative is responsible for the execution of all necessary documents on behalf of the State of Utah for State and Federal disaster assistance, including certifying any applications for public assistance. In addition, the Governor’s Authorized Representative will provide guidance and assistance to Park City officials involved in the preparation and maintenance of their required reports and records.

5. All contracts subject to FEMA Public Assistance (PA) must follow the **Procurement Guidance as found in Title 44 of the [Code of Federal Regulations Part 13.36](#)** and established Park City Purchasing Policies.

END



Resolution No. 10-2024

**A RESOLUTION ADOPTING THE PARK CITY COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN (CEMP)**

WHEREAS, the purpose of the CEMP is to develop a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency or disaster, preserve life, respond during emergencies, provide necessary assistance, and establish a recovery system, in order to return the community to its normal state of affairs; and

WHEREAS, this plan attempts to define clearly the roles and responsibilities of each department and function within the City organization by providing guidance in accomplishing the objectives of this plan with lists of guidelines, plans, assessments and resources; and

WHEREAS, on February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD) - 5 *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS) and the directive also requires Federal Departments and agencies to make adoption of the NIMS by State, Tribal and local organizations a condition for Federal preparedness assistance beginning in Federal FY 2005; and

WHEREAS, Utah Code Annotated 53-2a-1403 requires political subdivisions to adopt an emergency operations plan; and

WHEREAS, certain State and Federal disaster reimbursements require local jurisdictions to adopt a CEMP and train in NIMS and Incident Command Systems (ICS); and

WHEREAS, certain Federal grant programs require an adopted CEMP; and

WHEREAS, the City Manager and the Emergency Management Group (EMG) have reviewed the updated Comprehensive Emergency Management Plan with all of its attachments as periodically amended by the EMG and recommends adoption by the City Council; and

WHEREAS, the City Council deems it in the best interest of Park City Municipal Corporation to formally adopt it;

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

SECTION 1. ADOPTION. The Comprehensive Emergency Management Plan, dated June 20, 2024 attached hereto, along with all appendices and compendiums as periodically amended by the City Manager, are hereby adopted, to replace any and all others previously

adopted. Any amendments approved by the City Manager shall be effective for not more than one year unless ratified by the City Council.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED this 20th day of June, 2024

PARK CITY MUNICIPAL CORPORATION

Nann Worel, Mayor

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney

Resolution No. RDA 02-2024

**A RESOLUTION ADOPTING THE FISCAL YEAR 2024 REVISED BUDGET
AND THE FISCAL YEAR 2025 BUDGET
FOR PARK CITY REDEVELOPMENT AGENCY**

WHEREAS, Utah State law requires that city budgets be adopted; and

WHEREAS, a public hearing was held on May 2 and June 20, 2024, at the City Council's regularly scheduled meetings and a public hearing was held during the Redevelopment Agency's special meeting on June 20, 2024, complying with State law;

NOW, THEREFORE BE IT RESOLVED by the Redevelopment Agency of Park City, Utah that:

SECTION 1. FY 2024 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2024, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2024 Redevelopment Agency Revised Budget for Park City, Utah.

SECTION 2. FY 2025 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2024 and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2025 Redevelopment Agency Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the Fiscal Year 2024 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2025 Budget shall take effect on July 1, 2024.

PASSED AND ADOPTED the 20th day of June, 2024.

PARK CITY REDEVELOPMENT AGENCY

Chairperson Nann Worel

Attest:

Michelle Kellogg, Secretary

Approved as to form:

City Attorney's Office

Park City Redevelopment Agency Expenditure Summary by Fund and Major Object (FY 2024 Adjusted Budget)

Description	Personnel FY 2024	Mat, Supplies, Services FY 2024	Capital FY 2024	Debt Service FY 2024	Contingency FY 2024	Sub - Total FY 2024	Interfund Transfer FY 2024	Ending Balance FY 2024	Total FY 2024
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$657,109	\$0	\$0	\$0	\$657,109	\$3,092,532	\$3,290,675	\$7,040,316
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$0	\$738,556	\$1,193,556
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$3,026,828	\$0	\$0	\$3,026,828	\$2,790,840	\$2,712,014	\$8,529,682
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$501,313	\$0	\$0	\$501,313	\$0	\$1,639,789	\$2,141,102
Total Park City Redevelopment Agency	\$0	\$1,112,109	\$3,528,141	\$0	\$0	\$4,640,250	\$5,883,372	\$8,381,034	\$18,904,656

Park City Redevelopment Agency Expenditure Summary by Fund and Major Object (FY 2025 Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$787,823	\$0	\$0	\$0	\$787,823	\$3,092,532	\$4,713,154	\$8,593,509
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$0	\$338,875	\$793,875
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$145,000	\$0	\$0	\$145,000	\$2,784,590	\$3,011,956	\$5,941,546
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,733,789	\$1,733,789
Total Park City Redevelopment Agency	\$0	\$1,242,823	\$145,000	\$0	\$0	\$1,387,823	\$5,877,122	\$9,797,774	\$17,062,719

Resolution No. MBA 02-2024

**A RESOLUTION ADOPTING THE PARK CITY MUNICIPAL BUILDING
AUTHORITY REVISED BUDGET FOR FISCAL YEAR 2024 AND THE BUDGET
FOR FISCAL YEAR 2025**

WHEREAS, Utah State law requires that city budgets be adopted; and

WHEREAS, a public hearing was held on May 2 and June 20, 2023, at the City Council's regularly scheduled meetings, and a public hearing was held during the Municipal Building Authority's special meeting on June 20, 2024, complying with State law;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Building Authority of Park City, Utah that:

SECTION 1. FY 2024 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2024, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2024 Municipal Building Authority Revised Budget for Park City, Utah.

SECTION 2. 2024 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2024, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2025 Municipal Building Authority Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the Fiscal Year 2024 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2025 Budget shall take effect on July 1, 2024.

PASSED AND ADOPTED this 20th day of June, 2024.

PARK CITY MUNICIPAL BUILDING AUTHORITY

Chairperson Nann Worel

Attest:

Michelle Kellogg, Secretary

Approved as to form:

City Attorney's Office

Park City Municipal Building Authority Expenditure Summary by Fund and Major Object (FY 2024 Adjusted Budget)

Description	Personnel FY 2024	Mat, Supplies, Services FY 2024	Capital FY 2024	Debt Service FY 2024	Contingency FY 2024	Sub - Total FY 2024	Interfund Transfer FY 2024	Ending Balance FY 2024	Total FY 2024
Park City Municipal Corporation									
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$825,859	\$825,859
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$825,859	\$825,859

Park City Municipal Building Authority Expenditure Summary by Fund and Major Object (FY 2025 Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,180,859	\$1,180,859
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,180,859	\$1,180,859