



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
March 26, 2025**

The Council of Park City, Utah, will hold a special 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/87839924206>

SPECIAL MEETING - 3:00 p.m.

I. ROLL CALL

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

III. OLD BUSINESS

1. Consideration to Approve Resolution No. 01-2025, a Resolution of the City Council of Park City, Utah, Providing for the Creation of DV Snow Park Public Infrastructure Districts Nos. 1 through 3 as Independent Districts; Authorizing and Approving a Governing Document and an Interlocal Agreement; Appointing Boards of Trustees; Authorizing Other Documents in Connection Therewith; and Related Matters
(A) Public Input (B) Action
2. Review City Manager Work Plan
(A) Public Input

IV. CLOSED SESSION

V. 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: Deer Valley Development Company PID Request
Authors: Jed Briggs
Department: Budget Department
Date: Continued from March 13, 2025

Summary Recommendation:

Review a request from Deer Valley Development Company (DVDC) to create a Public Infrastructure District (PID). By reference, this request is pursuant to the [Letter of Intent \(LOI\)](#) between PCMC and DVDC, signed on December 14, 2023. This request was brought to City Council on [February 27, 2025](#) for a public hearing, where Council asked questions. This is DVDC's formal request to have City Council create a PID and provides answers to questions asked in the previous Council meeting.

Background:

In general, the LOI between Park City and Deer Valley Resort (DVR) provides a roadmap to further support several community priorities, including improving transportation, creating more affordable housing, and furthering economic development. The framework of the LOI includes but is not limited to:

- \$15 million from DVR (with equal match from Park City) to Park City to help create a regional, off-site parking and transportation facility or affordable housing (secondary use);
- Capping day skier parking at the Snow Park base area to 1,360 (1,971 total) development;
- A coordinated gondola transportation network connecting the new DV East base area and Highway 40 access to the DVR Snow Park base area in Park City; and
- Allowing DVR to create a PID to self-assess an additional property tax mill levy on DVR properties only within the limited project area to help finance project infrastructure.

Overall Analysis:

Municipalities in Utah and around the country frequently use public finance tools to support different types of economic development and obtain community benefits. Although these tools are common in other states and throughout Utah, they have not been used in Park City for several years.

Utah Code gives cities the power to create PIDs through a vote of the legislative body (City Council). With the consent of registered voters who live in the defined project area, property owners initiate the creation through a petition. In this case, DVDC, or the developer, is the only property owner and is petitioning to create a PID to issue tax-exempt bonds, repayable by DVDC or its successors from levying an additional property tax on their property, or within their defined project area.

However, it does not directly impact other private property owners, as the new taxing area only affects the DVDC-owned properties at the Snow Park base area. In this case, the defined project area is only the new Snow Park Village boundary where the development will occur.

Deer Valley PID Request

Specifically, the LOI states:

“Subject to the future legislative authority of City Council, public infrastructure districts will be authorized to allow DVR to impose assessments or mill levies on its own DVDC property to finance public infrastructure including roads, intersections, transportation, parking structures, utilities and other qualifying improvements.

DVDC requests the City Council adopt a PID Governing Document, which would allow DVDC to:

- 1) Form three separate PIDs within the Snow Park development area properties to self-finance the construction of unspecified public improvements, but could include transit infrastructure, parking facilities, and roadway and sidewalk improvements;
- 2) Each separate PID would have small initial and internal boundaries but preserve the ability to annex into any larger portion of the 23.33-acre parcel;
- 3) Use up to 15 mills ([max allowed](#));
 - a. DVDC has stated they plan to implement less than the maximum but would like the flexibility to operate within the state law range;
- 4) Maximum debt term of 31 years per bond issuance; tax imposition limited to 40 years from the first levy for each bond series. The Governing Document does not establish a limit on the amount of debt that may be issued by the Districts other than the state law cap on the maximum mill levy;
- 5) Form a PID Board, consistent with Utah law, with five Trustees appointed by the Park City Council following a process specified in the Governing Document, each for 4-year and 6-year staggered terms, as outlined by Utah law; and
- 6) Provide annual reports to the City, including financial summaries, boundary changes, and lists of interlocal agreements and outstanding debt.

PID Basics

[The City Council held a Public Financing Tools 101 on Sept. 5, 2024](#), to help better inform the City Council, stakeholders, and members of the public. In general, in Utah:

- PIDs are limited purpose local government entities that are separate and distinct from the City;
- Debt from a PID is not a liability of the City, so the City’s balance sheet is protected from PID debt;
- PID debt is repaid primarily from a Limited Property Tax or Assessments imposed by the PID on property located within the PID boundary;
- PID formation requires a petition signed by 100% of property owners and registered voters within the PID boundaries. If there is only one landowner at the time of creation, which is the case at DVDC, the landowner petitions the Council to create a PID. Future property owners bear the cost of additional tax levies and assessments, if and when property is sold to successors;
- PIDs are separate and distinct from the City and are governed by a board comprised of property owners or their agents who serve as Trustees;
- Creation of a PID does not alter or impair the City’s land use authority or planning and zoning requirements; and

- PIDs have relatively broad powers to finance public infrastructure, or generally any improvements that the PID owns, but can be limited to specific items through the Governing Document.

Here are some additional references on [Utah PIDS](#).

Property Tax Impacts

As stated, PIDs voluntarily increase the property tax rates on willing property owners to generate revenue to pay back project-related debt. PIDs do not require authorization from other taxing entities like traditional RDAs or CRAs. In addition to special assessments and standard general obligation bonds, Utah PIDs may issue limited tax-exempt bonds repaid from a limited ad valorem property tax not to exceed 15 mills (or any lower limit established in the Governing Document). One mill is equal to one dollar per \$1,000 of assessed value or $1/1,000 = 0.001$.

Most of Park City's property tax rates are around 5.64 mills (residential and commercial). The mill rate represents the total combined property tax rate of all the taxing entities (Park City School District, Summit County, Park City Fire District, etc.). The property owners within the project area pay the increased property tax until the bond obligations are paid off or through the life of the authorized PID.

Creating entities typically weigh the potential impacts of having property taxpayers in one location paying more in property taxes than they are in other locations, within the same jurisdiction (i.e., equity concerns compared to other residents and limited support for future GO bonds or property tax increases, etc.).

PID Formation and Governance

PIDs are formed under state law by counties, municipalities, or development authorities and must have consent from 100% of property owners and voters within a PID boundary. When a new PID only has one property owner, a governing board represents the existing property taxpayer, but this will change as more landowners purchase property as successors.

The approval of the Governing Document authorizes the Lt. Governor to create the PIDs and may include limitations on its powers, such as:

- Board member term lengths and transition to elected board seats, including the possibility of divisions and interlinked PIDs for phased development;
- Targeted improvements that the City allows the PID to finance (used in conjunction with the development agreement to finance improvements/benefits to property owner and City);
 - DVDC stated they plan to use PID proceeds to help pay for the new underground transit center and public portions of their public parking garages;
- Establish a mill rate limit appropriate to accomplish financing of approved improvements;
- Limit total debt issuance;
- Differentiate rates between residential vs. commercial taxable properties;
- Establish standards for general obligation bonding, procurement, PID lifespan, and dissolution if no activity within a specific timeframe, etc.;
- Input into any enhanced disclosure to future property owners/successors;
- Proper legal tax analysis over all Governing Document negotiations to ensure eligibility for desired tax-exempt financing and that the PID constitutes a "separate political subdivision" for tax purposes; and

- Ability to leverage tax increment financing, assessment, and other economic development revenues.

In addition, DVDC stated they are also contemplating self-imposing a Public Improvement Fee (PIF), or a private fee (not authorized or controlled by cities) collected by the businesses on their property.

Answers to City Council Questions from February 27th

On February 27, 2025, City Council held a public hearing as required in order to authorize the creation of a PID. In that meeting, the Council asked several questions, which were answered by DVDC or Park City's bond counsel. There were two questions where DVDC needed to provide more information:

1. More information on primary versus secondary homeowners in the Snow Park Development Area; and
2. Additional public financing tools need to be memorialized outside the PID in the Public-Private Partnership Agreement between PCMC and DVR.

This is DVDC's response (Exhibit B):

This letter is in response to two items raised in the City Council discussion on February 27th regarding the PIDs for Snow Park. The first question concerned the potential make-up of the buyers of condominiums in the Snow Park Project. In particular, a council member requested information on who will be the likely buyers. Based on sales trends and our market analysis, we anticipate that the vast majority of our condominium buyers will be second or third home buyers who do not reside full-time in Utah.

The second question concerned other public financing for the project. In accordance with the Letter of Intent which was ratified in December of 2023, the horizontal infrastructure and related public infrastructure were to be partially funded through the use of a Public Infrastructure District (PID) which is before Council. The PID is funded through Mill Levies within the project boundary and parking revenues pledged from the public parking garage. While the scope of the infrastructure is still being iterated, the only request at this time is for the PID. We remain open to further engagement with the city on discussions about how we can work together to help facilitate the City's vision for Main Street and to ensure a cohesive Snow Park and Park City vision.

Upon approval of the PID, we will seek to finalize the PPPA, Plat recordation and other obligations described within the December 2023 Letter of Intent. Deer Valley understands and reaffirms that the PPPA will need be finalized before the vacation plat for Snow Park is recorded and before any DV Snow Park PID would be able to sell bonds in the bond market.

Mr. Jed Briggs
March 4, 2025
Page Two

To date we have provided draft language to the city's staff on the PPPA and we look forward to continuing those discussions with staff and the City Council.

Summary

DVDC requests to self-impose three separate PIDs over one large project area (DVDC Snow Park Village properties) to help finance the underground transit center, public parking garages, and other aspects of the redevelopment. The City's Financial Team continues to utilize outside financial professionals to assist and support City Council deliberations. The statutorily required public hearing has been noticed for this meeting, and DVDC requests that the Council consider action at the March 13, 20, or 27 public meeting.

Department Review:

This report has been reviewed by the Budget, City Attorney's Office, and City Manager departments.

Exhibit A – Governing Document for DVDC Snow Park PIDs (DRAFT)

Exhibit B – DVDC Letter (Answers to City Council Questions)

DV Snow Park PID Nos. 1-3 Governing Document Summary

PID Basics

- Public Infrastructure District's ("PIDs") are special districts which may be created to finance public improvements repaid from property taxes and/or special assessments.
- The property taxes and assessments may only be levied against property within the PID's boundaries.
- PID is separate and distinct from the creating entity and are governed by a board comprised of property owners or their agents. A default by a PID on its debt does not constitute a default or debt of the City.
- Creation of a PID does not alter or impair the City's land use authority or planning and zoning requirements.

Structure and Boundaries

- Three Snow Park PIDs (the "Districts") established under the same authorizations and limitations.
- The initial District boundaries cover approximately 0.69 acres, with an additional annexation area of 23.33 acres.
- Each District may annex or withdraw areas within the annexation boundary with the consent of the underlying property owner and compliance with state law. District boundaries cannot exceed the annexation area without approval by the City.

Financial Parameters

- Maximum debt mill levy of 0.015 (or 1.5%) for each District. The Districts are prohibited from overlapping boundaries that would cause the tax rate to exceed the maximum debt mill levy.
- Maximum debt term of 31 years per bond issuance; tax imposition limited to 40 years from the first levy for each bond series. Governing Document does not establish a limit on the amount of debt that may be issued by the Districts.
- Districts are required to obtain a certificate of a municipal advisor for any privately placed debt.

Improvements and Operations

- Districts are authorized to finance, construct, and provide public improvements as specified in approved development plans.
- Improvements must meet City construction standards and require approval of engineering plans.

- All constructed improvements will be dedicated to the City or other applicable entities; provided the Districts are authorized to own any improvements not required to be dedicated to the City or applicable entity.

Board of Trustees

- Each district has a five-member board appointed by the City Council.
- For any District which is not anticipated to include any residential property, the Board shall continue to be appointed by the City Council and comprised of owners of land or agents and officers of an owner of land within the boundaries of the District.
- For a District anticipated to include residential property, such District shall estimate the total number of residential units within the Residential District at full buildout of the property within the Residential District (the “Anticipated Units”). Respective board seats shall transition from appointed to elected seats in such Residential District upon hitting 60%, 70%, 80%, 90%, and 100% of the Anticipated Units.

Transparency and Reporting

- Annual reports are due to the City, including financial summaries, boundary changes, and lists of interlocal agreements and outstanding debt.
- Disclosure notices for future purchasers, including property tax impacts, must be recorded in county records.



March 4, 2025

VIA EMAIL: JBRIGGS@PARKCITY.ORG

Mr. Jed Briggs
Park City Municipal Corporation
445 Marsac Avenue
Park City, UT 84060

Re: DV Snow Park Public Infrastructure Districts

Dear Jed:

This letter is in response to two items raised in the City Council discussion on February 27th regarding the PIDs for Snow Park. The first question concerned the potential make-up of the buyers of condominiums in the Snow Park Project. In particular, a council member requested information on who will be the likely buyers. Based on sales trends and our market analysis, we anticipate that the vast majority of our condominium buyers will be second or third home buyers who do not reside full-time in Utah.

The second question concerned other public financing for the project. In accordance with the Letter of Intent which was ratified in December of 2023, the horizontal infrastructure and related public infrastructure were to be partially funded through the use of a Public Infrastructure District (PID) which is before Council. The PID is funded through Mill Levies within the project boundary and parking revenues pledged from the public parking garage. While the scope of the infrastructure is still being iterated, the only request at this time is for the PID. We remain open to further engagement with the city on discussions about how we can work together to help facilitate the City's vision for Main Street and to ensure a cohesive Snow Park and Park City vision.

Upon approval of the PID, we will seek to finalize the PPPA, Plat recordation and other obligations described within the December 2023 Letter of Intent. Deer Valley understands and reaffirms that the PPPA will need be finalized before the vacation plat for Snow Park is recorded and before any DV Snow Park PID would be able to sell bonds in the bond market.

P.O. Box 889, Park City, Utah 84060-0889
2250 Deer Valley Drive South, Park City, Utah 84060

Mr. Jed Briggs
March 4, 2025
Page Two

To date we have provided draft language to the city's staff on the PPPA and we look forward to continuing those discussions with staff and the City Council.

Sincerely,

Karen McShea
Vice President, Community Development

P.O. Box 889, Park City, Utah 84060-0889
2250 Deer Valley Drive South, Park City, Utah 84060

Park City, Utah

March 26, 2025

The City Council (the “Council”) of Park City, Utah (the “City”), met in special session (including by electronic means) on March 26, 2025, at 445 Marsac Avenue in Park City, Utah at 3:00 p.m., with the following members of the Council being present:

Nann Worel	Mayor
Bill Ciraco	Councilmember
Ryan Dickey	Councilmember
Ed Parigian	Councilmember
Jeremy Rubell	Councilmember
Tana Toly	Councilmember

Also present:

Michelle Kellogg	City Recorder
Margaret Plane	City Attorney
Matt Dias	City Manager

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this Resolution had been discussed, the City Recorder presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this March 26, 2025, meeting, a copy of which is attached hereto as Exhibit A.

Thereupon, the following Resolution was introduced in writing, read in full and pursuant to motion duly made by Councilmember _____ and seconded by Councilmember _____ adopted by the following vote:

AYE:

NAY:

The resolution was later signed by the Mayor and recorded by the City Recorder in the official records of the City. The resolution is as follows:

RESOLUTION 01-2025

A RESOLUTION OF THE CITY COUNCIL (THE “COUNCIL”) OF PARK CITY, UTAH (THE “CITY”), PROVIDING FOR THE CREATION OF DV SNOW PARK PUBLIC INFRASTRUCTURE DISTRICTS NOS. 1 THROUGH 3 (COLLECTIVELY, THE “DISTRICTS”) AS INDEPENDENT DISTRICTS; AUTHORIZING AND APPROVING A GOVERNING DOCUMENT AND AN INTERLOCAL AGREEMENT; APPOINTING BOARDS OF TRUSTEES; AUTHORIZING OTHER DOCUMENTS IN CONNECTION THEREWITH; AND RELATED MATTERS.

WHEREAS, a petition (the “Petition”) was filed with the City requesting adoption by resolution the approval of the creation of three Public Infrastructure Districts pursuant to the Public Infrastructure District Act, Title 17D, Chapter 4, Utah Code Annotated 1953, as amended (the “PID Act”) and relevant portions of the Limited Purpose Local Government Entities - Special Districts, Title 17B (together with the PID Act, the “Act”) within the City and the annexation or withdrawal of any portion of the boundaries of the Districts therefrom without further approval or hearings of the City or the Council, as further described in the Governing Document (as hereinafter defined) for the purpose of financing public infrastructure costs; and

WHEREAS, pursuant to the terms of the Act, the City may create one or more public infrastructure Districts by adoption of a resolution of the Council and with consent of 100% of all surface property owners proposed to be included in the Districts (the “Property Owners”); and

WHEREAS, the Petition, containing the consent of such Property Owners has been certified by the Recorder of the City pursuant to the Act and it is in the best interests of the Property Owners that the creation of the Districts be authorized in the manner and for the purposes hereinafter set forth; and

WHEREAS, the City, prior to consideration of this Resolution, held public hearings after 6:00 p.m. to receive input from the public regarding the creation of the Districts and the Property Owners have waived the 60-day protest period pursuant to Section 17D-4-201 of the PID Act; and

WHEREAS, the hearing on the Petition was held at the City Hall because there is no reasonable place to hold a public hearing within the Districts’ boundaries, and the hearing at the City Hall was held as close to the applicable area as reasonably possible; and

WHEREAS, the City properly published notice of the public hearing in compliance with Section 17B-1-211(1) of the Act; and

WHEREAS, none of the Property Owners submitted a withdrawal of consent to the creation of the Districts before the public hearing on the Petition; and

WHEREAS, according to attestations filed with the City, each board member appointed under this Resolution is registered to vote at their primary residence and is further eligible to serve as a board member of the Districts under Section 17D-4-202(c) of the PID Act because they are agents of property owners within the Districts’ boundaries (as further set forth in the Petition); and

WHEREAS, it is necessary to authorize the creation of the Districts under and in compliance with the laws of the State of Utah and to authorize other actions in connection therewith; and

WHEREAS, the governance of the Districts shall be in accordance with the PID Act and the terms of a governing document (the “Governing Document”) attached hereto as Exhibit B; and

WHEREAS, pursuant to the requirements of the Act, there shall be signed, authenticated, and submitted to the Office of the Lieutenant Governor of the State of Utah for each of the Districts a Notice of Boundary Action attached hereto as Exhibit C (the “Boundary Notices”) and Final Entity Plat attached to each as Boundary Notices Appendix B (or as shall be finalized in accordance with the boundaries approved hereunder) (the “Plat”).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL, AS FOLLOWS:

1. Terms defined in the foregoing recitals shall have the same meaning when used herein. All action heretofore taken (not inconsistent with the provisions of this Resolution) by the Council and by officers of the Council directed toward the creation and establishment of the Districts, are hereby ratified, approved and confirmed.

2. The Districts are hereby created as separate entities from the City in accordance with the Governing Document and the Act. The boundaries of the Districts shall be as set forth in the Governing Document and the Plat.

3. Pursuant to the terms of the PID Act, the Council does hereby approve the annexation or withdrawal of any area within the Annexation Area (as defined in the Governing Document) into or from the Districts, as applicable, without any further action, hearings, or resolutions of the Council or the City, upon compliance with the terms of the PID Act and the Governing Document.

4. The Council does hereby authorize the Districts to provide services relating to the financing and construction of public infrastructure within and without the Annexation Area upon annexation thereof into the Districts without further request of the Districts to the City to provide such service under 17B-1-407, Utah Code Annotated 1953 or resolutions of the City under 17B-1-408, Utah Code Annotated 1953.

5. It is hereby found and determined by the Council that the creation of the Districts is appropriate to the general welfare, order and security of the City, and the organization of the Districts pursuant to the PID Act is hereby approved.

6. The Governing Document in the form presented to this meeting and attached hereto as Exhibit B is hereby authorized and approved and the Districts shall be governed by the terms thereof and applicable law.

7. The Trustees of each Board of the Districts shall be initially composed of the same members. The initial Boards of the Districts are hereby appointed as follows:

- Trustee 1 – Todd Bennett, for an initial 6-year term;

- Trustee 2 – Jen Pasquier, for an initial 4-year term;
- Trustee 3 – Hannah Tyler, for an initial 6-year term;
- Trustee 4 – Matt Greenberg, for an initial 4-year term; and
- Trustee 5 – Karen McShea, for an initial 6-year term.

Such terms shall commence on the date of issuance of a Certificate of Creation by the Office of the Lieutenant Governor of the State of Utah.

8. The Council does hereby authorize the Mayor or a Councilmember to execute the Boundary Notices in substantially the form attached as Exhibit C, the Plats, and such other documents as shall be required to accomplish the actions contemplated herein on behalf of the Council for submission to the Office of the Lieutenant Governor of the State of Utah.

9. Prior to recordation of certificates of creation for all Districts, the Council does hereby authorize the Mayor, a Councilmember, the City Attorney, or the City Manager to make any corrections, deletions, or additions to the Governing Document, the Plats, and the Boundary Notices or any other document herein authorized and approved (including, but not limited to, corrections to the property descriptions therein contained) which may be necessary to conform the same to the intent hereof, to correct errors or omissions therein, to complete the same, to remove ambiguities therefrom, or to conform the same to other provisions of said instruments, to the provisions of this Resolution or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States.

10. The Boards of Trustees of the Districts (the “District Boards”) are hereby authorized and directed to record such Governing Document with the recorder of the Summit County within thirty (30) days of the issuance of the Certificate of Creation by the Office of the Lieutenant Governor of the State of Utah.

11. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

12. All acts, orders and resolutions, and parts thereof in conflict with this Resolution be, and the same are hereby, rescinded.

13. This resolution shall take effect immediately.

PASSED AND ADOPTED by the City Council of Park City, Utah, this March 26, 2025.

PARK CITY, UTAH

By: _____
Mayor

ATTEST:

By: _____
City Recorder

(Here follows other business not pertinent to the above.)

Pursuant to motion duly made and seconded, the meeting of the Council of the City adjourned.

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 : ss.
COUNTY OF SUMMIT)

I, Michelle Kellogg, the undersigned duly qualified and acting City Recorder of Park City, Utah (the “City”), do hereby certify as follows:

The foregoing pages are a true, correct, and complete copy of the record of proceedings of the City Council (the “Council”), had and taken at a lawful meeting of the Council on March 13, 2025, commencing at the hour of 5:30 p.m., as recorded in the regular official book of the proceedings of the Council kept in my office, and said proceedings were duly had and taken as therein shown, and the meeting therein shown was duly held, and the persons therein were present at said meeting as therein shown.

All members of the Council were duly notified of said meeting, pursuant to law.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City, this March 26, 2025.

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Michelle Kellogg, the undersigned City Recorder of Park City, Utah (the “City”), do hereby certify that I gave written public notice of the agenda, date, time and place of the regular meeting held by the Council (the “Council”) on March 26, 2025, not less than twenty-four (24) hours in advance of the meeting. The public notice was given in compliance with the requirements of the Utah Open and Public Meetings Act, Section 52-4-202, Utah Code Annotated 1953, as amended, by:

(a) causing a Notice, in the form attached hereto as Schedule 1, to be posted at the City’s principal offices at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting;

(b) causing a copy of such Notice, in the form attached hereto as Schedule 1, to be published on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting; and

(c) causing a copy of such notice, in the form attached hereto as Schedule 1 to be posted on the City’s official website at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2025 Annual Meeting Schedule for the Council (attached hereto as Schedule 2) was given specifying the date, time and place of the regular meetings of the Council of the City to be held during the year, by causing said Notice to be posted at least annually (a) on the Utah Public Notice Website created under Section 63A-16-601, Utah Code Annotated 1953, as amended, (b) on the City’s official website and (c) in a public location within the City that is reasonably likely to be seen by residents of the City.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this March 26, 2025.

By: _____
City Recorder

SCHEDULE 1

NOTICE OF MEETING AND AGENDA

SCHEDULE 2

NOTICE OF ANNUAL MEETING SCHEDULE

EXHIBIT B
GOVERNING DOCUMENT

EXHIBIT C

NOTICES OF BOUNDARY ACTION

NOTICE OF IMPENDING BOUNDARY ACTION

(DV Snow Park Public Infrastructure District No. 1)

TO: The Lieutenant Governor, State of Utah

NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah (the “Council”), acting in its capacity as the creating entity for DV Snow Park Public Infrastructure District No. 1 (the “District”), at a regular meeting of the Council, duly convened pursuant to notice, on March 13, 2025 adopted a *Resolution Providing for the Creation of Public Infrastructure Districts*, a true and correct copy of which is attached as APPENDIX “A” hereto and incorporated by this reference herein (the “Creation Resolution”).

A copy of the Final Local Entity Plat satisfying the applicable legal requirements as set forth in Utah Code Ann. §17-23-20, approved as a final local entity plat by the Surveyor of Summit County, Utah, is attached as APPENDIX “B” hereto and incorporated by this reference. The Council hereby certifies that all requirements applicable to the creation of the District, as more particularly described in the Creation Resolution, have been met. The District is not anticipated to result in the employment of personnel.

WHEREFORE, the Council hereby respectfully requests the issuance of a Certificate of Incorporation pursuant to and in conformance with the provisions of Utah Code Ann. §17B-1-215.

DATED this March 26, 2025.

**CITY COUNCIL OF PARK CITY, UTAH,
acting in its capacity as the creating authority for
DV SNOW PARK PUBLIC INFRASTRUCTURE
DISTRICT NO. 1**

By: _____
AUTHORIZED REPRESENTATIVE

VERIFICATION

STATE OF UTAH)
 :ss.
COUNTY OF SUMMIT)

SUBSCRIBED AND SWORN to before me this ____ day of _____, 2025.

NOTARY PUBLIC

NOTICE OF IMPENDING BOUNDARY ACTION

(DV Snow Park Public Infrastructure District No. 2)

TO: The Lieutenant Governor, State of Utah

NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah (the “Council”), acting in its capacity as the creating entity for DV Snow Park Public Infrastructure District No. 2 (the “District”), at a regular meeting of the Council, duly convened pursuant to notice, on March 13, 2025 adopted a *Resolution Providing for the Creation of Public Infrastructure Districts*, a true and correct copy of which is attached as APPENDIX “A” hereto and incorporated by this reference herein (the “Creation Resolution”).

A copy of the Final Local Entity Plat satisfying the applicable legal requirements as set forth in Utah Code Ann. §17-23-20, approved as a final local entity plat by the Surveyor of Summit County, Utah, is attached as APPENDIX “B” hereto and incorporated by this reference. The Council hereby certifies that all requirements applicable to the creation of the District, as more particularly described in the Creation Resolution, have been met. The District is not anticipated to result in the employment of personnel.

WHEREFORE, the Council hereby respectfully requests the issuance of a Certificate of Incorporation pursuant to and in conformance with the provisions of Utah Code Ann. §17B-1-215.

DATED this March 26, 2025.

**CITY COUNCIL OF PARK CITY, UTAH,
acting in its capacity as the creating authority for
DV SNOW PARK PUBLIC INFRASTRUCTURE
DISTRICT NO. 2**

By: _____
AUTHORIZED REPRESENTATIVE

VERIFICATION

STATE OF UTAH)
 :ss.
COUNTY OF SUMMIT)

SUBSCRIBED AND SWORN to before me this ____ day
of _____, 2025.

NOTARY PUBLIC

NOTICE OF IMPENDING BOUNDARY ACTION

(DV Snow Park Public Infrastructure District No. 3)

TO: The Lieutenant Governor, State of Utah

NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah (the “Council”), acting in its capacity as the creating entity for DV Snow Park Public Infrastructure District No. 3 (the “District”), at a regular meeting of the Council, duly convened pursuant to notice, on March 13, 2025 adopted a *Resolution Providing for the Creation of Public Infrastructure Districts*, a true and correct copy of which is attached as APPENDIX “A” hereto and incorporated by this reference herein (the “Creation Resolution”).

A copy of the Final Local Entity Plat satisfying the applicable legal requirements as set forth in Utah Code Ann. §17-23-20, approved as a final local entity plat by the Surveyor of Summit County, Utah, is attached as APPENDIX “B” hereto and incorporated by this reference. The Council hereby certifies that all requirements applicable to the creation of the District, as more particularly described in the Creation Resolution, have been met. The District is not anticipated to result in the employment of personnel.

WHEREFORE, the Council hereby respectfully requests the issuance of a Certificate of Incorporation pursuant to and in conformance with the provisions of Utah Code Ann. §17B-1-215.

DATED this March 26, 2025.

**CITY COUNCIL OF PARK CITY, UTAH,
acting in its capacity as the creating authority for
DV SNOW PARK PUBLIC INFRASTRUCTURE
DISTRICT NO. 3**

By: _____
AUTHORIZED REPRESENTATIVE

VERIFICATION

STATE OF UTAH)
 :ss.
COUNTY OF SUMMIT)

SUBSCRIBED AND SWORN to before me this ____ day of _____, 2025.

NOTARY PUBLIC



City Manager Work Plan

The 2025 Work Plan outlines CM priorities, representing focus areas and a platform for mutual accountability. The Plan contemplates the process of considering, implementing, suspending, or terminating policies, programs, and capital projects. It will enhance organizational focus and clarify.

Overarching **City Council Values and Priorities** identified during the February 2024 Council Retreat:

- **Balance** – Park City should balance the realities of our tourism economy with our residential quality of life and historic character — and seek creative solutions to enhance both the resident and visitor experience;
- **Connectivity** – Park City should maximize opportunities for interpersonal connection among community members while also removing barriers that prevent connection between our physical spaces; and
- **Experience** – Park City should maintain and enhance the unique characteristics that make it the place of choice to live, work, play, and create — fostering an inclusive, welcoming, and family-friendly community.

Have any of your Values and Priorities changed, or do they warrant additional discussion?

The City Council also identified and ranked numerous other priorities:

1. Transportation
2. Core Services
3. Housing
4. Community
5. Community Development and Planning
6. Neighborhoods
7. Economic Development
8. Recreation
9. Sustainability
10. Equity
11. Organizational Capacity

Have any of your priorities changed, or do they warrant additional discussion?

Note – The Work Plan does not describe the scope of City resources already committed to essential service delivery, such as public safety, public works, utilities, recreation, land use, financial management, human resources, customer service, community engagement, and technology.

The CM Work Plan was created with existing staffing thresholds in mind. However, additional resources are likely required before adding new initiatives (staffing, reorganization, cutting elsewhere, etc.).

Existing Priority Long-Term Planning and Community Development Initiatives

- General Plan (5 Phases)
 - Phases 1 and 2 complete. Phase 3 is wrapping up (visioning and goals).
 - Phase 4 and 5: develop General Plan elements and host community meetings and public hearings with the Planning Commission and City Council.
 - Project scheduled for completion in July 2025.
- Bonanza Small Area Plan
 - The Planning Commission is scheduled to review February 12 and March 12 to make recommendations to the Council.
- Sundance RFP
 - Awaiting notification in early spring. Requests for additional information will be shared with the Council.
- Recreate – SR-248
 - Data collection and alternatives development and purpose/needs screening: Complete.
 - Level 1 Screening: Jan-Mar 2025. Level 2 Screening and Modeling: Apr-Sept 2025. Locally Preferred Alternative: Oct-Jan 2026. Environmental and Preliminary Engineering: 2026-2027
 - Final Design: 1 year (Date TBD). Construction: 2 years (Date TBD)
- SR – 224 Bus Rapid Transit
 - Contractor Selection – December 2024. Development of MOU – January/February
 - BRT Station Design Workshops – Jan/Feb. Draft 30% design (based on NEPA LPA) February
 - Council presentation (benefits and widening impacts) scheduled for February 27, 2025
 - Contractor pricing available – March 2025. Funding Discussion – June 2025
 - Final design completed EOY 2025. Construction targeted - 2026/2027
- DVR Ski Resort Base Area Public Improvement District and Letter of Intent
 - DVR Worksession Scheduled February 27 & March 13, 2025
- Engine House Affordable Housing P3
 - Worksession scheduled for progress update Spring 2025

New/Next Chapter Long-Term Planning and Community Development Initiatives

- Bonanza 5-Acre Site Redevelopment RFP
 - RFP currently under review
- City Hall Future
 - Worksession scheduled February 13, 2025
- Recycle Utah Relocation
 - RU meeting with Council Liaisons scheduled February 25, 2025
- Quinns Junction Area Park & Ride
 - Worksession targeted March 2025
 - Summit County Regional Park and Study completed
- Main Street Area Plan
 - Worksession scheduled February 14, 2025
- Pickleball RFP
 - Worksession targeted March/April
- Seniors Center & Housing RFP
 - Worksession targeted March 2025

- Clark Ranch Housing RFP
 - Worksession targeted Spring 2025
- Public Utilities Rate Structure:
 - Worksession scheduled February 27, 2025

Existing Capital Projects Delivery

- City Park Community Center Building
 - May 2025: Project out to bid. August 2025 construction begin after Summer camp ends
 - December 2026: Project completion
- PC MARC Aquatics
 - Contract consideration scheduled March 7, 2025
 - December 2025 Construction Complete
- Main Street Water Line replacement
 - Spring 2025: Phase II – tie-ins, beginning 5th Street towards top of Main, requiring periodic sidewalk closures
 - Spring 2026: Phase III – continue individual tie-ins
 - Summer/Fall 2026: Main Street paving
- RMP Undergrounding
 - Construction Fall 2025 through Fall 2026. Equipment and contracts ordered.
- Gordo Property Environmental Cleanup
 - Staff Communications submitted February 6, 2025. Awaiting UDEQ Final Action Letter
- Bus Stop Improvements Citywide
 - Design Professional Services Agreement to Council – November 2024
 - Field Survey and Design – February 2024 to January 2025
 - Contractor Selection – February 2026
 - Construction – May 2026
- Thaynes Pathway Construction
 - Construction Agreement to Council scheduled March 27, 2025
 - Construction – May 2025
 - Phase II Planning and Design—Spring 2025
- SnowCreek Crossing
 - Council Work Session scheduled March 13, 2025
- Homestake and Munchkin Road
 - Finalizing Easements – February 2025
 - Contractor Selection – March 2025
 - Construction Agreement to Council – April 2025
 - Construction Start – May 2025

Existing Core/Internal Services

- Workforce recruitment and retention
 - Panel interviews – February 28, and finalist by March 14, 2025
- Financial and Accounting Software System (ERP) Implementation
 - End User training for Financials Phase – March 2025 (citywide training all departments)
 - Phase 1 – Financials go-live – April 2025 (9-month Implementation)
 - Includes: Accounting, Accounts Payable, Budgeting, Capital Assets, Cash Management, Contract Management, eProcurement, Project & Grant Accounting,

Purchasing, Accounts Receivable, General Billing, Cashiering, Enterprise Analytic and Reporting w/ Executive Insights

- Phase 2 – UB Phase: January 2025 - January 2026 (~12-month implementation)
- Phase 3 – Permitting & Licensing: April 2025 - January 2026 (~9-month implementation)
- Phase 4 & 5 – Payroll and Asset Management – TBD (~9-month implementation each)

**Each phase requires extensive commitment not only from departments, but Finance and IT

- Credit Card Processing Fee
 - Conducting merchant fee audit to evaluate opportunities for more favorable rate structure
- Year-end Close, Annual Audit, Comprehensive Financial Statements, and GFOA COA Award
 - Year-end close and audit preparation begins June 30 and close out and account reconciliation through September 2025
 - Final trial balance for FY25 provided to auditors in October 2025
 - GFOA Certificate of Achievement applied for in December 2025
 - Impact fee and state reporting (fraud risk assessment, audited financial statements, financial certification) December 2025
- Workforce Learning and Organizational Development Program
 - New software (Absorb) is in soft launch
 - Technology implementation – April 2025
 - First round of trainings – June 2025
- Health Insurance Renewal
 - Starting RFP process, negotiations with Aetna (on-going), review plan design, and review Self-Funding options (March)
- Annual budgeting process
 - Internal Budget Planning, Results Team, Capital Committee, Executive, & Council (major initiatives): March 2025
 - Present Recommended Budget, Fee Schedule, and Policy Updates to Council: Apr-May
 - Adopt Tentative Budget: May 1, 2025
 - Refine Tentative Budget, Finalize Fees, Policies, Public Hearings: May-Jun
 - Adopt Final Budgets (PCMC, LPA, RDA), Fee Schedule, Policies, and Ordinances: June 12, 2025 (must be adopted by June 30)
- Legislative Platform
 - 2025 Platform approved January 26, 2025
 - Ongoing efforts and updates during 2025 Legislative Session