



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
September 25, 2025**

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/89198268020>

CLOSED SESSION - 2:45 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. - Mid-Season Update: Bonanza Flat Paid Parking and 9 Purple Transit Service

4:50 p.m. - Dogs on Bus Policy Update

5:10 p.m. - Break

REGULAR MEETING - 5:30 p.m.

I. ROLL CALL

II. PRESENTATION

1. Bus Rapid Transit Project Update by Gabriel Shields, High Valley Transit Chief Development Officer

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. Thaynes Pathway Golf Net Project Update
2. MARC Court Allocation for 2025-26 Winter Season
3. School Resource Officer Update
4. City Manager Work Plan
5. Executive Recruitment Update

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 August 25 and 26, 2025 and September 4 and 5, 2025

VI. CONSENT AGENDA

1. Request to Adopt Resolution 19-2025, Approving the Public Treasurer's Investment Fund Entity Resolution
2. Request to Approve a Design Professional Services Agreement with Methods Consulting Inc., in a Form Approved by the City Attorney, Not to Exceed \$257,602.32 for Design and Construction Services Related to the Mcleod Creek Path Bridges Project
3. Request to Authorize the City Manager to Execute a Design Professional Services Agreement with HDR Inc., in a Form Approved by the City Attorney Not to Exceed \$299,941.51 for Design and Construction Document Preparation for the Munchkin and Woodbine Improvements Project
4. Request to Authorize the City Manager to Execute an Agreement with Spectrum Engineers, Inc. in a Form Approved by the City Attorney's Office Not to Exceed \$250,000 for Engineering Design and Construction Management Services for the Installation of Battery Electric Bus Depot Chargers
5. Request to Approve Resolution No. 20-2025, a Resolution Adopting the Revised Driving on City Business and Use of City Vehicles Policy, Effective October 1, 2025, for Park City Municipal Corporation

VII. OLD BUSINESS

1. Consideration to Approve Ordinance No. 2025-20, an Ordinance Amending Title 2, Chapter 4, Section 11 of the Park City Code, Related to the Responsibilities and Authority of the City Engineer
(A) Public Input (B) Action
2. Consideration to Approve Ordinance No. 2025-21, an Ordinance Adopting the 2025 Park City General Plan, a Comprehensive Update to the 2014 General Plan
(A) Public Hearing (B) Action

VIII. ADJOURNMENT

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: Mid-Season Update: Bonanza Flat Paid Parking and 9 Purple Transit Service

Author: Bill DeGroot, Robbie Smoot, Johnny Wasden, Logan Jones, Julia Collins

Department: Transportation

Date: September 25, 2025

Executive Summary

Park City Municipal's Transportation and Trails departments are reporting positive mid-season results from the launch of the 9 Purple Trail Service to Bonanza Flat Conservation Area (BFCA) Trailheads and the successful implementation of the trailhead paid parking program.

Early program KPIs show:

- **Increased Transit Ridership Demand** – Strong transit demand from trail access for both hikers and bikers, with increased boardings while maintaining the existing 9 Purple Route ridership.
- **Expanded Recreation Access** – Up to 10 bikes per bus, dogs allowed onboard, and reliable 20-minute transit frequency on Fridays and weekends have helped meet community expectations for sustainable recreational trail access.
- **Parking Utilization and Roadway Safety** – Paid parking at Bonanza Flat and Bloods Lake is reducing congestion and improving roadway safety, with less idling and queueing observed at Bloods Lake compared to last season.
- **Community Support** – Residents and visitors have embraced the new public transit service and parking program, reinforcing the goals of the Bonanza Flat Adaptive Management Plan (BFAMS).

The program is on track to meet the Council's direction for sustainable access management, enhanced transit access, and improved roadway safety.

Background

On [February 2, 2025](#), the City Council reaffirmed its support for four management actions within BFCA:

1. Launching a paid parking program as a demand management strategy;
2. Defining a local pass program;
3. Enhancing Transit to Trails by integrating it with the Park City Transit: 9 Purple Route to become a public transit service; and
4. Improving transit access and constructing amenities at trailheads.

On July 11, 2025, Park City launched:

- **9 Purple Trail Extension Service (Fri–Sun, 5:40 a.m.– 6:00 p.m.)** – 20-minute frequency from Old Town Transit Center to Bloods Lake Trailhead, with stops along Marsac Ave, Montage, Bonanza Flat, and Bloods Lake.

- **Regular Service (Mon–Thu, 5:36 a.m.– 6:06 p.m.)** – 30-minute frequency from Old Town Transit Center to Montage, with stops along Marsac Ave.
- **9 Purple Trail Extension Transit Amenities** – With the integration of the 9 Purple Route to service the Bonanza Flat Recreation Area, the transit team welcomed dogs on buses (with leash/muzzle) and outfitted buses with racks for up to 10 bikes.
- **Trailhead Improvements** – Designated bus pullouts, signage, bike racks, and bus stop improvements were completed at Bloods Lake and Bonanza trailheads before the summer pilot began.

Analysis

Capacity and service levels have expanded, increasing access to recreational opportunities compared to last year. The 9 Purple Route extension has been intentionally designed to serve summer user groups, aligning transit service with seasonal demand.

Transit Performance (July 11 – August 24, 2025)

9 Purple Routing	Avg. Daily Ridership	Daily Service Hours	Daily Customers per Service Hour	On Time Performance
9 Purple Weekdays	170	13	13.1	97%
9 Purple Trail Service Weekends	436	39	11.2	87%

- **Bikes on Board** – There were an average of 90 bikes on board per day, and the bike racks were frequently full. 88% of all bike rack loadings occurred on the 9 Purple route.
- **Dogs on Board** – The policy was well received with minimal operational issues. Since July 16, 2025, to August 24, 2025, we have had 72 purple dog customers and 190 dog customers systemwide.

Parking & TDM Outcomes

- **Paid Parking Transactions** – Preliminary data indicate stable use of both transit and parking at Bonanza Flat, Empire Pass, and Bloods Lake. On average, about 767 riders disembarked the bus at Bonanza trailheads each week, reflecting a shift in user behavior with expanded transit access, which also helped ease prior parking pressures. At the same time, parking demand has remained steady, averaging roughly 1,066 weekly transactions across all paid parking trailheads. Preliminary analysis suggests that, as planned, additional service costs are expected to be offset by parking revenues. A year-end report with full data will be shared with Council.
- As established during the [February 2, 2025](#) Council meeting, funds from the paid parking program in BFCA will be reserved to support:
 - Transit operations and parking operations as access strategies for BFCA;
 - Ongoing restoration and maintenance to protect conservation values; and
 - Trailhead/Trail maintenance & improvements in BFCA.

- **Peak Occupancy** – Parking utilization has been steady, with fewer roadway/illegal parking issues and vehicle queues than the 2024 year. Roadway congestion has been reduced, creating a safer environment for all users.
- **Local Permit Use** – Over 1,200 Bonanza Flat locals' permits have been issued. The daily average utilization of the locals' permits has been observed at about 2-5 per 75 (3% - 7%) vehicles parked at the trailhead lots, demonstrating modest utilization, but a strong community response to the permit option.
- **Roadway Queuing Observations** – To date, comparative data review has indicated a significant reduction to on-street queueing instances and fewer vehicles waiting for parking stalls compared to 2024. See Exhibit B.

Community & Operations

- Public feedback through trail ranger encounters indicates high satisfaction with the frequency, bike capacity, and allowance of dogs.
- Transportation and Trails staff continue coordinating to monitor trailhead impacts and parking utilization.
- Early transit data suggest the pilot successfully encourages mode shift away from personal automobiles.

Next Steps

- Continue monitoring transit ridership, permit usage, occupancy, the cost of the extension service, bike and dog boardings, and parking revenues through October.
- Return to Council with an end-of-season report in November, including a complete revenue analysis and the implications for continuous program improvements.

Conclusion

The 9 Purple Trail Extension mid-season results show that the program is delivering on the pilot's goals, set by the Council and the community. With higher ridership, more sustainable access, and improved parking management, the service is advancing BFAMS priorities and strengthening the balance between recreation access, traffic demand management, and land conservation.

Exhibits

Exhibit A: 9 Purple Trail Extension Route Map

Exhibit B: Roadway Queuing and Citation Data

Hours: 5:36 AM–6:06 PM*
From Old Town Transit Center (OTTC)
Monday – Thursday

Main Street (OTTC)–
Montage Deer Valley
Every 30 Minutes



To Montage			
A	B	C	D
Main St. (OTTC)	Ontario Parking	Empire Club	Montage (Arrive)
5:36 AM	5:40 AM	5:41 AM	5:44 AM
6:06 AM	6:10 AM	6:11 AM	6:14 AM
6:36 AM	6:40 AM	6:41 AM	6:44 AM
7:06 AM	7:10 AM	7:11 AM	7:14 AM
7:36 AM	7:40 AM	7:41 AM	7:44 AM
8:06 AM	8:10 AM	8:11 AM	8:14 AM
8:36 AM	8:40 AM	8:41 AM	8:44 AM
9:06 AM	9:10 AM	9:11 AM	9:14 AM
9:36 AM	9:40 AM	9:41 AM	9:44 AM
10:06 AM	10:10 AM	10:11 AM	10:14 AM
10:36 AM	10:40 AM	10:41 AM	10:44 AM
11:06 AM	11:10 AM	11:11 AM	11:14 AM
11:36 AM	11:40 AM	11:41 AM	11:44 AM
12:06 PM	12:10 PM	12:11 PM	12:14 PM
12:36 PM	12:40 PM	12:41 PM	12:44 PM
1:06 PM	1:10 PM	1:11 PM	1:14 PM
1:36 PM	1:40 PM	1:41 PM	1:44 PM
2:06 PM	2:10 PM	2:11 PM	2:14 PM
2:36 PM	2:40 PM	2:41 PM	2:44 PM
3:06 PM	3:10 PM	3:11 PM	3:14 PM
3:36 PM	3:40 PM	3:41 PM	3:44 PM
4:06 PM	4:10 PM	4:11 PM	4:14 PM
4:36 PM	4:40 PM	4:41 PM	4:44 PM
5:06 PM	5:10 PM	5:11 PM	5:14 PM
5:36 PM	5:40 PM	5:41 PM	5:44 PM
6:06 PM	6:10 PM	6:11 PM	6:14 PM
-	-	-	-
11:06 PM	11:10 PM	11:11 PM	11:14 PM

To Main St.		
D	C	A
Montage (Depart)	Empire Club	Main St. (OTTC)
5:45 AM	5:48 AM	5:55 AM
6:15 AM	6:18 AM	6:25 AM
6:45 AM	6:48 AM	6:55 AM
7:15 AM	7:18 AM	7:25 AM
7:45 AM	7:48 AM	7:55 AM
8:15 AM	8:18 AM	8:25 AM
8:45 AM	8:48 AM	8:55 AM
9:15 AM	9:18 AM	9:25 AM
9:45 AM	9:48 AM	9:55 AM
10:15 AM	10:18 AM	10:25 AM
10:45 AM	10:48 AM	10:55 AM
11:15 AM	11:18 AM	11:25 AM
11:45 AM	11:48 AM	11:55 AM
12:15 PM	12:18 PM	12:25 PM
12:45 PM	12:48 PM	12:55 PM
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2:15 PM	2:18 PM	2:25 PM
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3:15 PM	3:18 PM	3:25 PM
3:45 PM	3:48 PM	3:55 PM
4:15 PM	4:18 PM	4:25 PM
4:45 PM	4:48 PM	4:55 PM
5:15 PM	5:18 PM	5:25 PM
5:45 PM	5:48 PM	5:55 PM
6:15 PM	6:18 PM	6:25 PM
-	-	-
11:15 PM	11:18 PM	11:25 PM



Legend

Transit Hub/Major Transfer Point

Scheduled Timepoint

Bus Stop (Approximate Location)

Noteworthy Location

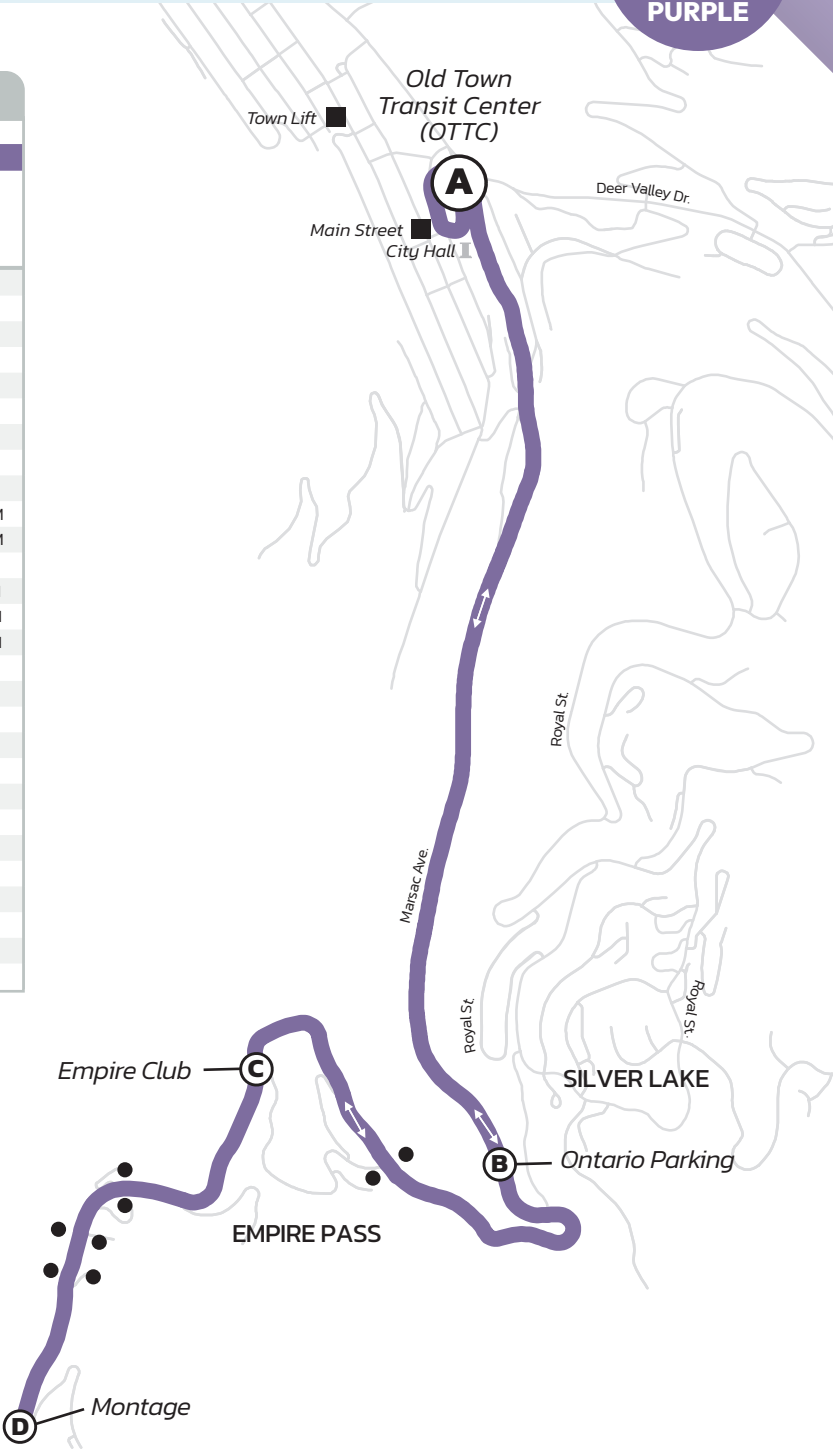
Government Building

Grocery Store

Library

School

Hospital



Hours: 5:40 AM–6:20 PM*
From Old Town Transit Center (OTTC)
Friday - Sunday

Main Street (OTTC)–
Bloods Lake Trailhead
Every 20 Minutes



To Bloods Lake			
A	B	C	D
Main St. (OTTC)	Montage	Bonanza Flat Trailhead	Bloods Lake Trailhead
5:40 AM	5:48 AM	5:55 AM	6:00 AM
6:00 AM	6:08 AM	6:15 AM	6:20 AM
6:20 AM	6:28 AM	6:35 AM	6:40 AM
6:40 AM	6:48 AM	6:55 AM	7:00 AM
7:00 AM	7:08 AM	7:15 AM	7:20 AM
7:20 AM	7:28 AM	7:35 AM	7:40 AM
7:40 AM	7:48 AM	7:55 AM	8:00 AM
8:00 AM	8:08 AM	8:15 AM	8:20 AM
8:20 AM	8:28 AM	8:35 AM	8:40 AM
8:40 AM	8:48 AM	8:55 AM	9:00 AM
9:00 AM	9:08 AM	9:15 AM	9:20 AM
9:20 AM	9:28 AM	9:35 AM	9:40 AM
9:40 AM	9:48 AM	9:55 AM	10:00 AM
10:00 AM	10:08 AM	10:15 AM	10:20 AM
10:20 AM	10:28 AM	10:35 AM	10:40 AM
10:40 AM	10:48 AM	10:55 AM	11:00 AM
11:00 AM	11:08 AM	11:15 AM	11:20 AM
11:20 AM	11:28 AM	11:35 AM	11:40 AM
11:40 AM	11:48 AM	11:55 AM	12:00 PM
12:00 PM	12:08 PM	12:15 PM	12:20 PM
12:20 PM	12:28 PM	12:35 PM	12:40 PM
12:40 PM	12:48 PM	12:55 PM	1:00 PM
1:00 PM	1:08 PM	1:15 PM	1:20 PM
1:20 PM	1:28 PM	1:35 PM	1:40 PM
1:40 PM	1:48 PM	1:55 PM	2:00 PM
2:00 PM	2:08 PM	2:15 PM	2:20 PM
2:20 PM	2:28 PM	2:35 PM	2:40 PM
2:40 PM	2:48 PM	2:55 PM	3:00 PM
3:00 PM	3:08 PM	3:15 PM	3:20 PM
3:20 PM	3:28 PM	3:35 PM	3:40 PM
3:40 PM	3:48 PM	3:55 PM	4:00 PM
4:00 PM	4:08 PM	4:15 PM	4:20 PM
4:20 PM	4:28 PM	4:35 PM	4:40 PM
4:40 PM	4:48 PM	4:55 PM	5:00 PM
5:00 PM	5:08 PM	5:15 PM	5:20 PM
5:20 PM	5:28 PM	5:35 PM	5:40 PM
5:40 PM	5:48 PM	5:55 PM	6:00 PM
6:00 PM	6:08 PM	6:15 PM	6:20 PM
6:20 PM	6:28 PM	6:35 PM	6:40 PM
-	-	-	-
11:06 PM	11:15 PM	-	-

To Main St			
D	C	B	A
Bloods Lake Trailhead	Bonanza Flat Trailhead	Montage	Main St. (OTTC)
6:15 AM	6:21 AM	6:26 AM	6:36 AM
6:35 AM	6:41 AM	6:46 AM	6:56 AM
6:55 AM	7:01 AM	7:06 AM	7:16 AM
7:15 AM	7:21 AM	7:26 AM	7:36 AM
7:35 AM	7:41 AM	7:46 AM	7:56 AM
7:55 AM	8:01 AM	8:06 AM	8:16 AM
8:15 AM	8:21 AM	8:26 AM	8:36 AM
8:35 AM	8:41 AM	8:46 AM	8:56 AM
8:55 AM	9:01 AM	9:06 AM	9:16 AM
9:15 AM	9:21 AM	9:26 AM	9:36 AM
9:35 AM	9:41 AM	9:46 AM	9:56 AM
9:55 AM	10:01 AM	10:06 AM	10:16 AM
10:15 AM	10:21 AM	10:26 AM	10:36 AM
10:35 AM	10:41 AM	10:46 AM	10:56 AM
10:55 AM	11:01 AM	11:06 AM	11:16 AM
11:15 AM	11:21 AM	11:26 AM	11:36 AM
11:35 AM	11:41 AM	11:46 AM	11:56 AM
11:55 AM	12:01 PM	12:06 PM	12:16 PM
12:15 PM	12:21 PM	12:26 PM	12:36 PM
12:35 PM	12:41 PM	12:46 PM	12:56 PM
12:55 PM	1:01 PM	1:06 PM	1:16 PM
1:15 PM	1:21 PM	1:26 PM	1:36 PM
1:35 PM	1:41 PM	1:46 PM	1:56 PM
1:55 PM	2:01 PM	2:06 PM	2:16 PM
2:15 PM	2:21 PM	2:26 PM	2:36 PM
2:35 PM	2:41 PM	2:46 PM	2:56 PM
2:55 PM	3:01 PM	3:06 PM	3:16 PM
3:15 PM	3:21 PM	3:26 PM	3:36 PM
3:35 PM	3:41 PM	3:46 PM	3:56 PM
3:55 PM	4:01 PM	4:06 PM	4:16 PM
4:15 PM	4:21 PM	4:26 PM	4:36 PM
4:35 PM	4:41 PM	4:46 PM	4:56 PM
4:55 PM	5:01 PM	5:06 PM	5:16 PM
5:15 PM	5:21 PM	5:26 PM	5:36 PM
5:35 PM	5:41 PM	5:46 PM	5:56 PM
5:55 PM	6:01 PM	6:06 PM	6:16 PM
6:15 PM	6:21 PM	6:26 PM	6:36 PM
6:35 PM	6:41 PM	6:46 PM	6:56 PM
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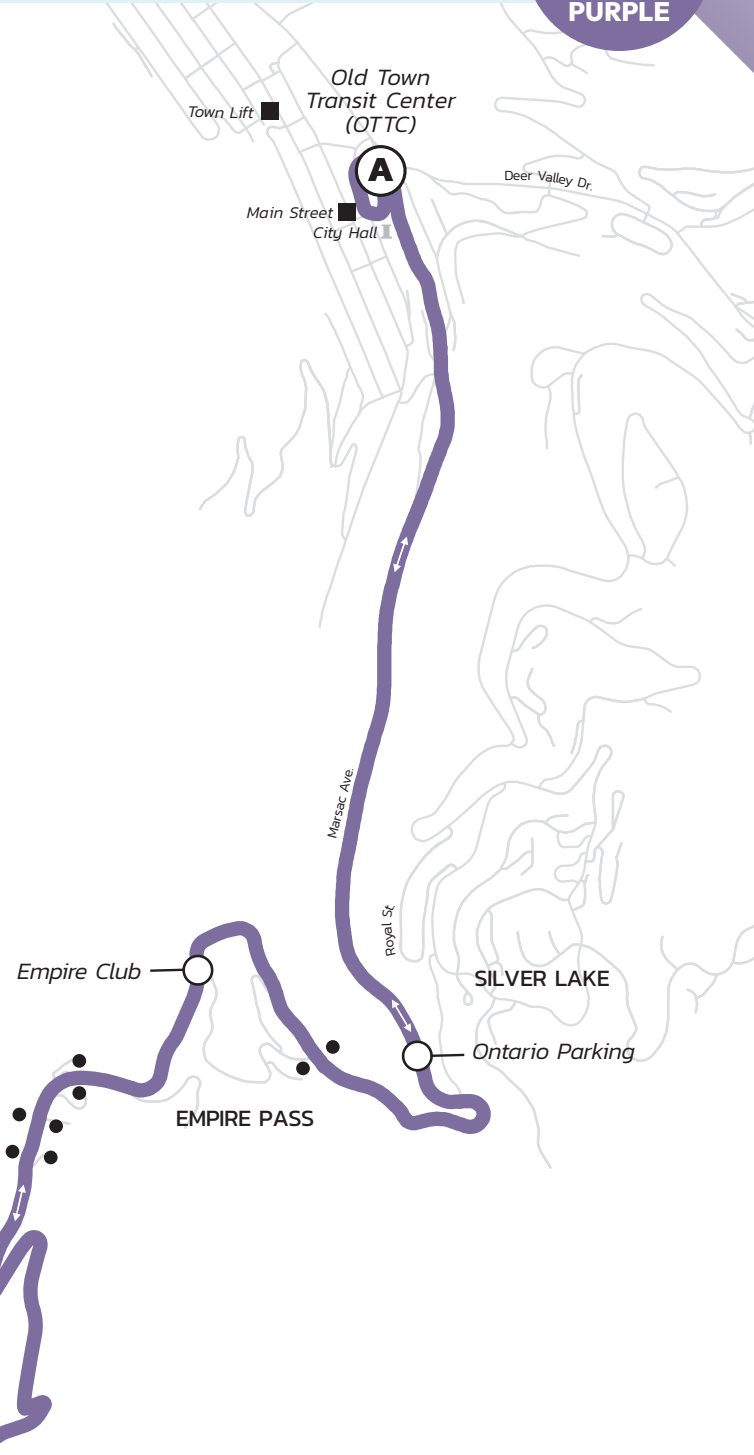


Exhibit B: Roadway Queuing and Citation Data

2024

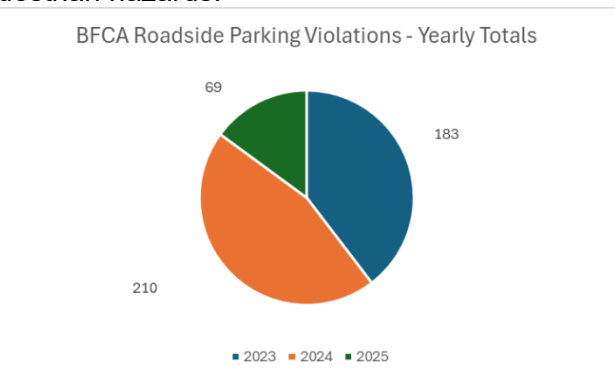
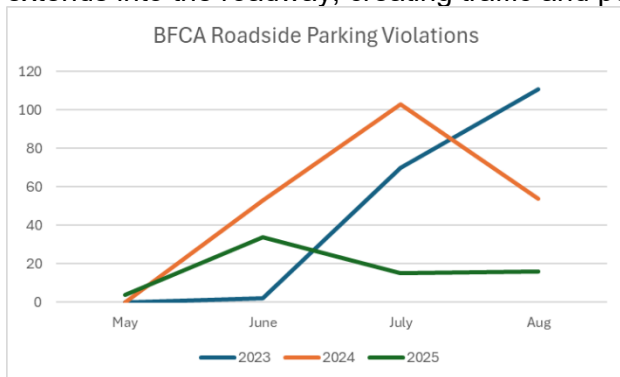


2025



Over 50% reduction to roadway queuing instances observed in 2025 compared with 2024 .

Roadway queuing instances are measured once in-lot queuing has exceeded capacity and extends into the roadway, creating traffic and pedestrian hazards.



In a year-to-date comparison, roadside parking violations significantly decreased in 2025 following the implementation of Paid Parking and the 9 Purple Trail Extension.



City Council Staff Report

Subject: Dogs on Bus Policy Work Session
Author: Bill DeGroot, Julia Collins, Tim Sanderson
Department: Transportation
Date: September 25th, 2025

Executive Summary

A key strategy in PCMC's goal of encouraging alternative transportation is removing barriers to using public transportation. One such barrier has been that those wishing to hike and/or travel with their dogs were unable to use public transit; instead, they had to transport their dogs in their own vehicle to access the trailhead or destination. To address this issue, PCMC has piloted allowing dogs on buses from June 2 to November 1, 2025, under clear guidelines, to improve accessibility for dog owners and reduce reliance on cars. Over the course of the pilot, ridership data, safety protocols, and community engagement have been closely monitored. The preliminary results are very encouraging. By enabling residents, employees, and visitors to travel with their dogs, Park City supports higher ridership and strengthens the community's connection to public transit.

Based on these findings, staff recommends establishing a permanent, year-round Dogs-on-Bus Policy. A year-round approach is simpler to administer, easier to communicate to riders, and better aligned with the City's overall goal of encouraging consistent public transit use.

Project Background

The Park City Dogs-on-Bus Pilot Policy is in effect from June 2 to November 1, 2025. While service animals have been allowed at all times, the pilot policy allows well-behaved pet dogs to ride the bus, provided their owners observe specific requirements, including using a leash and muzzle, and boarding from the bus's rear door. Dogs must remain in the rear and sit either on the floor or owner's lap. Drivers retain discretion to deny boarding for inappropriate dog behavior and when buses are full. The current pilot policy is included as Exhibit A.

Findings from the Dogs-on-Bus Pilot

Thus far, implementation of the Dogs-on-Bus Pilot Policy has demonstrated that dogs can be integrated into Park City Transit operations with minimal disruption and broad community support.

Seasonal Demand

The pilot period coincided with summer and fall ridership, historically reflecting

lighter ridership than winter, although it was anticipated that dog ridership would be higher during hiking season. During this timeframe, ridership and incident data indicate that allowing dogs on buses is manageable.

Safety Protocols

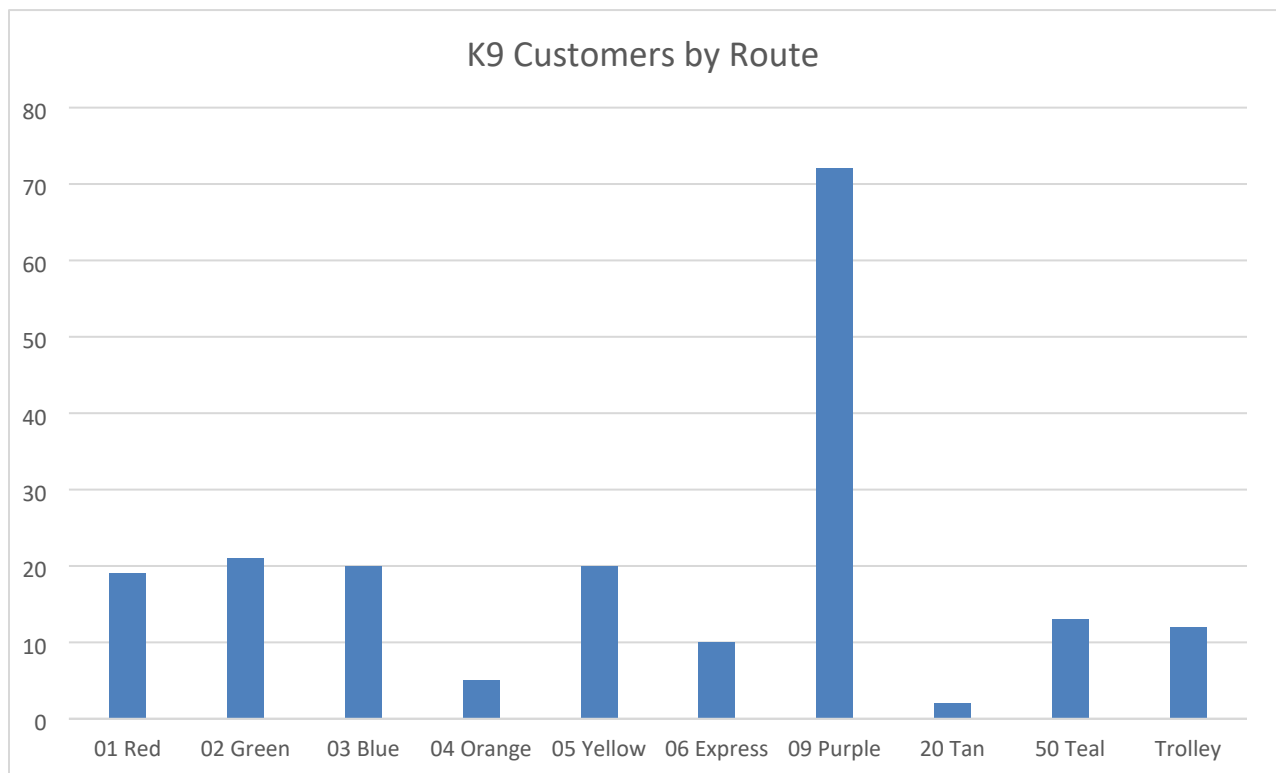
Muzzle and leash requirements proved effective, and enforcement by both riders and operators was consistent. These simple measures contributed to a smooth rollout and are recommended as permanent policy requirements.

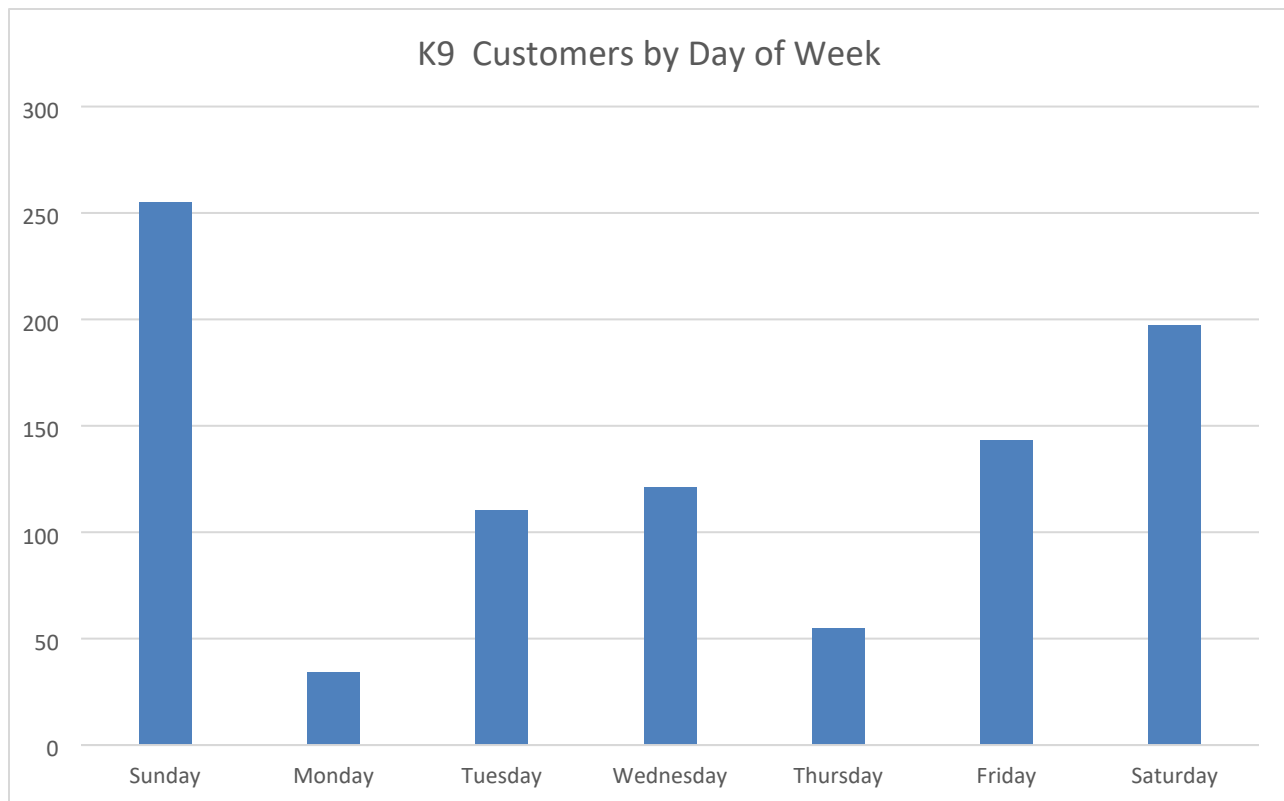
Community Engagement

Public interest in the pilot was strong, evidenced by the distribution of more than 350 free muzzles at community events and bus stops, specific outreach, and frequent public inquiries. Positive community feedback highlighted enthusiasm for the program and validated the need for accessible transit options for pet owners. Outreach included facilitating and attending community events at the PC Library, PC Farmers Market, and Offset Bier Mountain Music Concert series, along with social media, videos, and other digital media.

Usage & Data Metrics

From July 16 to August 24, 2025, 190 dogs boarded Park City Transit buses. Of these, 72 trips occurred on the Purple 9 route. Importantly, there were zero reported incidents and only one rider complaint, which concerned bus cleanliness rather than safety or behavior. These results suggest that the program is being used responsibly by pet owners and is compatible with current transit operations.





Policy Considerations

Staff invites discussion on a permanent year-round Dogs-on-Bus Policy informed by the pilot findings. Based upon the work session discussion, staff will draft a revised policy for approval.

Issue	Current Status	Recommendation
Timeframe	Until 1 November 2025	To make permanent
Seasonality	Summer/Fall only	Year-round
Routes	All PCMC Routes	No change
Leash Requirement	Yes	No change
Dog Limit	1 per Customer	No change
Muzzles	Required	No change
Clean up	Owner responsibility	No change

Year-Round Policy Recommendation

Staff recommends allowing dogs on buses year-round rather than limiting access to

seasonal peak periods. While a seasonal policy was considered, it presents significant drawbacks: it is difficult to administer consistently, challenging to educate riders on nuanced rules, and harder to keep operators trained on shifting policies. These complications could create confusion and discourage ridership. A year-round policy is simpler, easier to communicate and implement, and better supports the City's overall goal of encouraging public transit use.

Comparative Practices

- Other transit agencies offer a valuable point of reference. Many restrict dogs to carriers, thereby excluding larger animals. Boston and San Francisco allow dogs only during certain non-peak hours. Sedona and Everett require muzzles and leashes, while King County distinguishes fares by dog size. Park City's approach—requiring muzzles and leashes without size-based restrictions—strikes a balance between accessibility and safety.

Ongoing Metrics & Evaluation

- Monitor the number of dogs per bus, as determined by driver hand counts
- Track incidents involving safety, behavior, or cleaning needs.
- Assess any increased cleaning costs and operational impacts on an ongoing basis.

Next Steps

Staff seeks Council guidance on the following questions:

1. Should the Dogs on Buses Pilot Project be made permanent?
2. If made permanent, what changes, if any, would Council recommend to the current policy?
3. If made permanent, should dogs be allowed on buses year-round, rather than limiting access to seasonal periods?

Exhibits

Exhibit A: Dogs on Bus Pilot Policy

Purpose

Define a safe process for allowing dogs on Park City Transit buses during a limited pilot program in accordance with State and Federal guidelines.

This pilot will run from **June 2 through November 1, 2025.**

Policy

- Service animals and well-behaved dogs are welcome during the pilot period.
- Only one dog per owner is allowed on the bus.
- Dogs must be licensed and current on vaccinations.
- Dog owners must remain with their dog at all times.
- Dogs must remain on a leash at all times. Leashes must not exceed 6 feet in length. If the leash is retractable, it must be locked to 6 feet or less.
- All dogs must wear a properly fitted muzzle while riding the bus. Dogs without a muzzle are not permitted to board.
- Dogs and their owners must board and exit the bus through the rear side door.
- Dogs must remain in the back of the bus at all times during the trip.
- Dogs are not allowed to occupy seats or block aisles; they must sit on the floor or on their owner's lap.
- Owners must clean up after their pet.
- In situations where the bus is full, for passenger and pet safety, the decision is left to the driver's discretion to determine the appropriate limit of dogs onboard.
- Dog owners have sole responsibility for their dog. Park City Transit shall not be liable for any injury or damage caused by any dog.

Non-compliance with these rules will result in being instructed to vacate the bus.

For passengers who are unable to travel with dogs in proximity, please contact (435-640-7819) for other arrangements. *Dog owners who fail to comply with the above policy will be instructed to vacate the bus.*



High Valley
TRANSIT

SR-224 Bus Rapid Transit

Caroline Rodriguez

Executive Director

Gabriel Shields

Chief Development Officer



Project Timeline



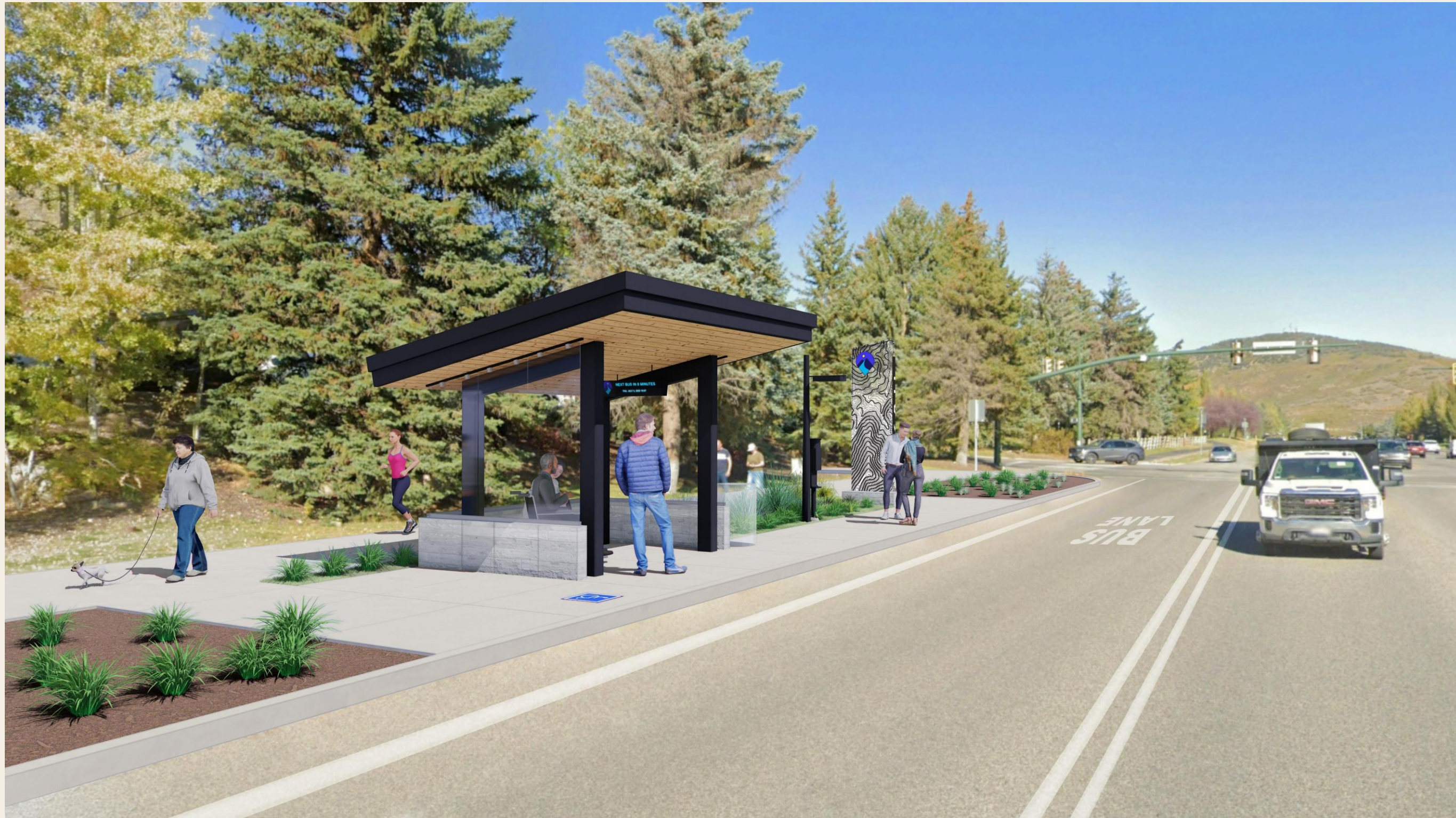
Design Updates

Thaynes/Snow Creek Stations

- **Policy Direction:** Ensure Thaynes/Snow Creek stops are consistent with neighborhood character
- **Status:** A new design has been developed with input of Park City staff
- **Input Requested:** Preference for size and amenities



Thaynes/Snow Creek Stations After

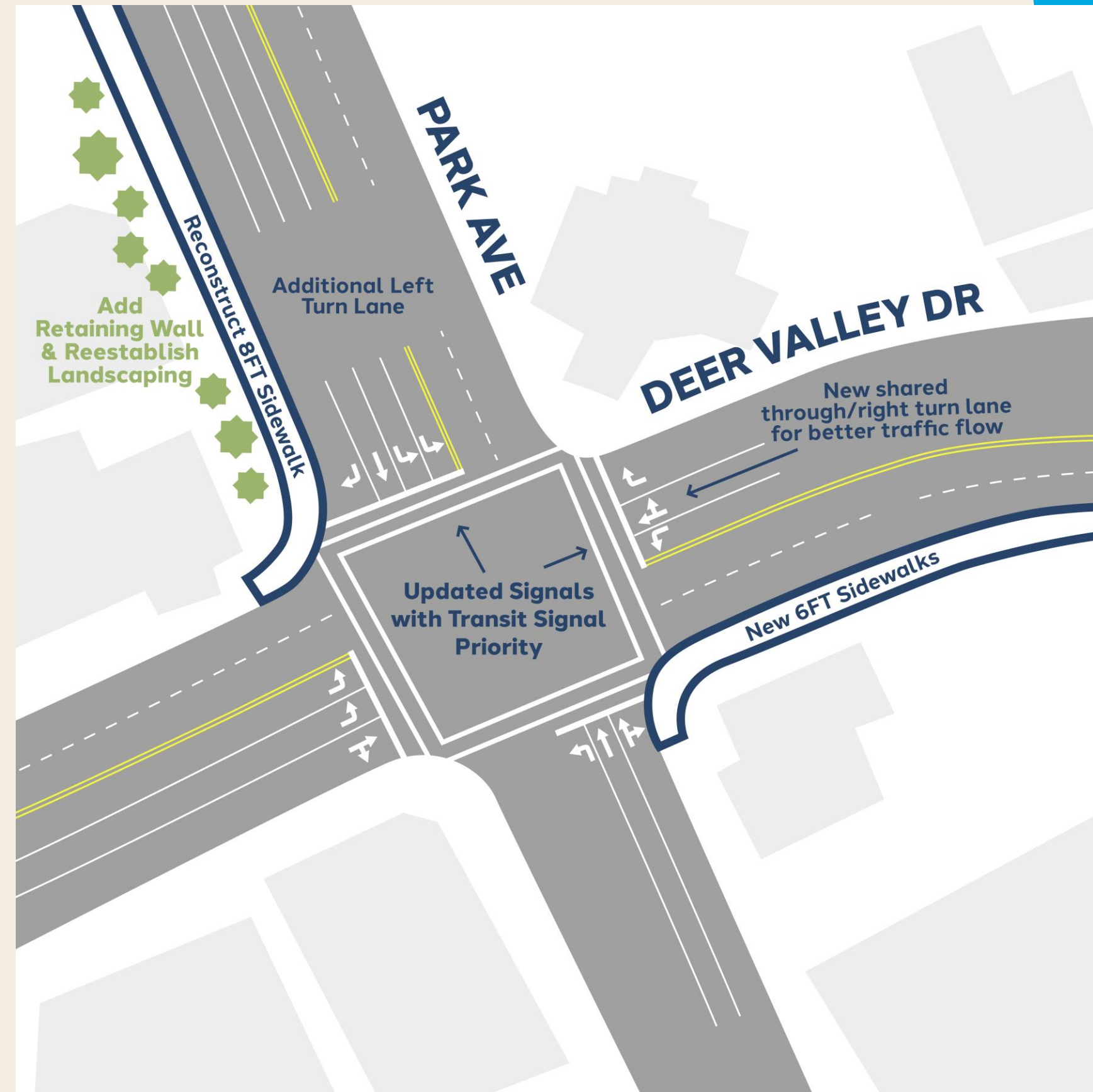


Thaynes/Snow Creek Stations Before



Box of Rocks

- **Policy Direction:** Request that PCMC bike/pedestrian recommendations be included in the design
- **Status:** Widening the intersection to ensure improved level of service and incorporating recommendations for pedestrian safety



Property Impacts

- **Policy Direction:** Better understand property impacts including sound walls and property acquisitions
- **Status:**
 - Project Wide: 39 parcel impacts (down from 62)
 - No soundwalls will be installed
 - ROW process in play
- **Input Requested: Council interest in develop a discretionary betterment program**



Right of Way Process



Design & Survey

Based on the project design, owners of needed properties are identified.



Conformance

HVT seeks agreement of property acquisition from UDOT.



Appraisal

Fair market value for the property is determined and reviewed with owner.



Acquisition

HVT/UDOT obtains the right to land for temporary or permanent use.

Meet with Homeowners

Status of Parcel Acquisition

0

Acquisition

7

Appraisal

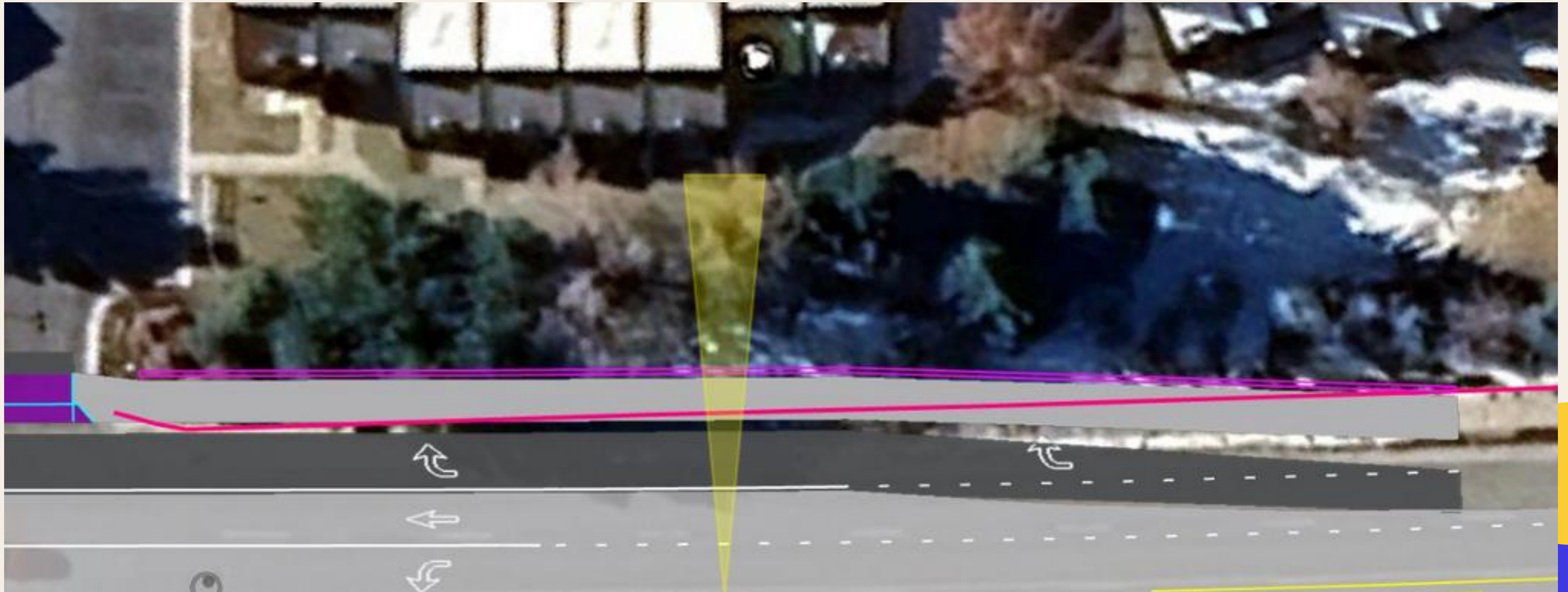
9

Conformance

24

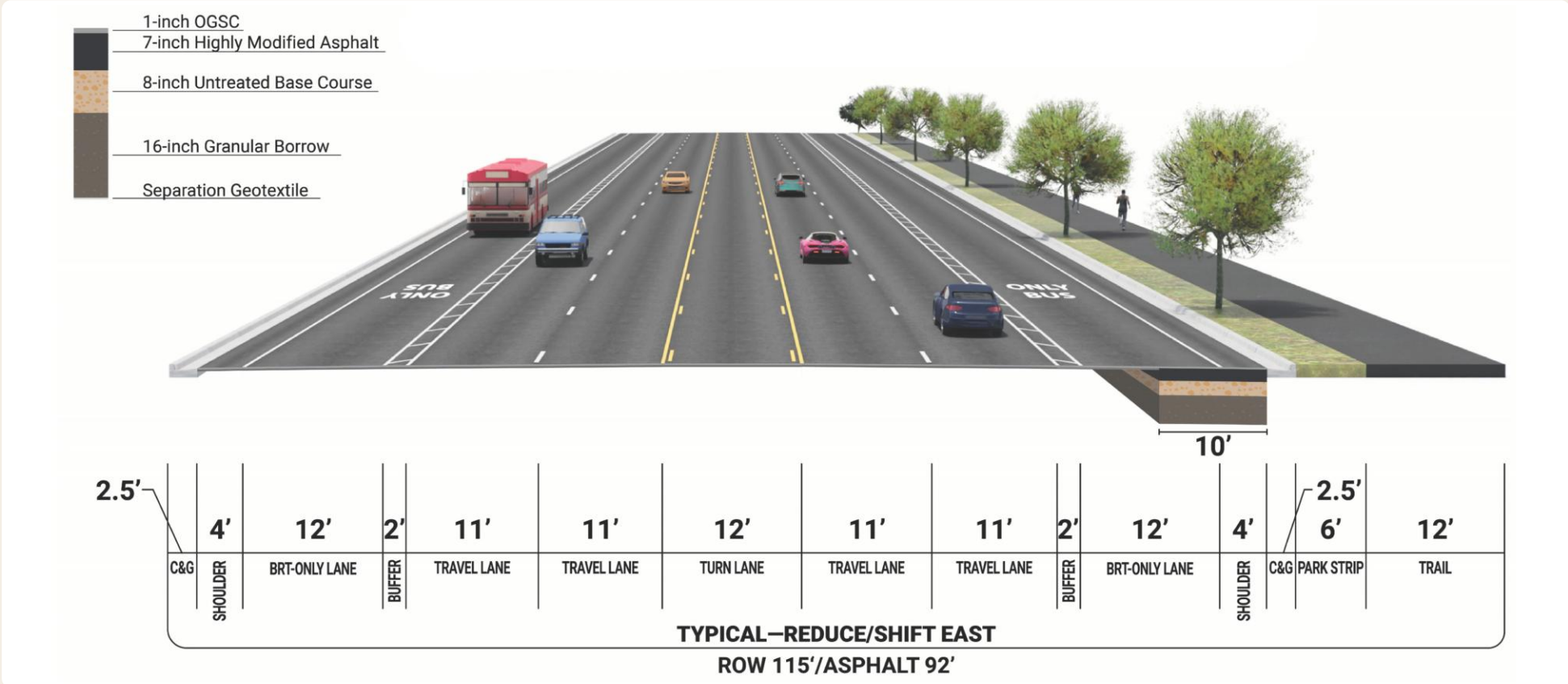
Design & Survey

Park Ave Condos – Close Up



Widening limits

- **Policy Direction:** Determine if corridor can be narrowed
- **Status:** Corridor will be widened 10 feet from Kimball Junction to Thaynes Canyon Drive. Council supported keeping the landscaped medians in PC limits.



Other Updates

Value Engineering

- **Elimination of detention ponds (\$2M)**
- **Removal of Summit County landscape medians (\$2M)**
- **Maintained existing drainage in lieu of curb and gutter (\$1M)**
- **Substituted traditional asphalt for highly-modified asphalt (\$500k)**
- **Road and trail modifications to protect gas and electric infrastructure (\$500k)**

BRT Daily Capacity

Capacity on Day 1: 10,080

- Based on full buses every 15 minutes in both directions

Capacity in Year 5: 15,120

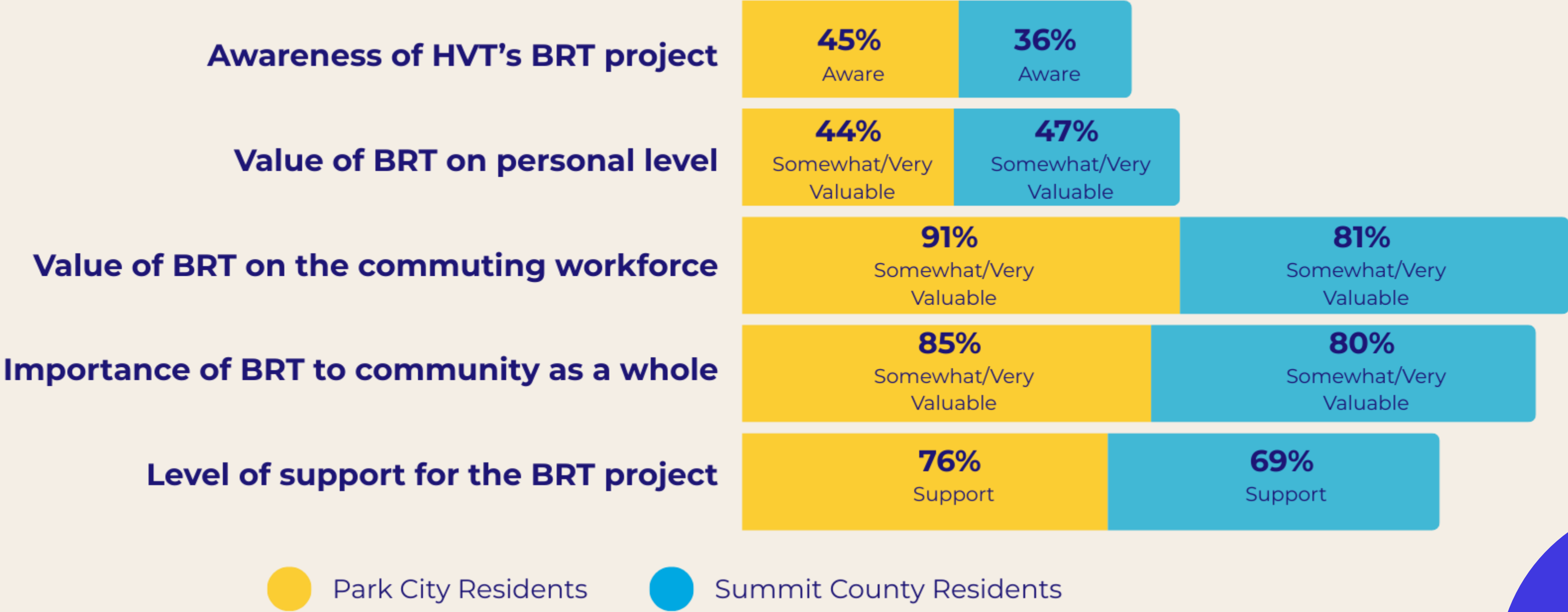
- Based on full buses every 10 minutes in both directions

Capacity during Olympics: 50,400

- Based on full buses every 3 minutes in both directions



Survey Results



Construction Update

Early Construction - Fall 2025



Public Outreach

 **High Valley Transit**
June 5 · 🌐

#SR224 BRT Frequently Asked Question

🟢: During construction, work on the paved trail will be restricted to one side at a time.

Got a question? Comment on this post, and we will answer it in a future FAQ.

Learn more at <https://www.hvtutah.gov/sr224-brt> ⓘ



**HOW WILL
CONSTRUCTION
IMPACT THE
PAVED TRAIL ON
SR-224?**



**EARLY
CONSTRUCTION
WORK WILL BEGIN
THIS FALL**

kpcw

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Summit County

High Valley Transit construction begins on 224 bus rapid transit

KPCW | By Sydney Weaver

Published August 26, 2023 at 5:00 PM MDT

Gregg Kline

A High Valley Transit bus turning onto state Route 224

Drivers will see intermittent lane closures on state Route 224 starting this week as High Valley Transit begins work on its bus rapid transit system.

Preliminary construction will include restriping lanes and removing concrete barriers to prepare the road for major construction in spring 2026.

Starting Wednesday, crews will restripe lanes near Canyons Resort between Sun Peak Drive and White Pine Canyon Road.

One lane will be closed nightly in both directions from 8 p.m. to 6 a.m. through Saturday.

Crews will then remove concrete medians starting Sept. 2.

Other projects next week include undergrounding fiber-optic lines and installing new storm drainage across Route 224.

This phase of construction will last through October.

See the full schedule of fall bus rapid transit construction projects and their impacts below:

When: Wednesday, August 27 – Friday, August 29, night-time hours (approximately 8

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NEWS

Bus rapid transit construction on S.R. 224 begins Wednesday

by Parker Mortenson
August 26, 2025

Facebook X

PROPOSED BRT ALIGNMENT

- DEDICATED BRT LANES
- MIXED FLOW TRAFFIC
- EXISTING STATION
- PROPOSED STATION

Map labels include: Kimball Junction Transit Center, S.R. 224, Beloved Boulevard, Canyon Village Transit Hub, Thompson Canyon Dr., Fresh Market / Park Ave Condos, Old Town Transit Center, OLD TOWN PARK CITY, and Keams Blvd.

By adding a combination of dedicated bus and mixed flow lanes, High Valley Transit's bus rapid transit system will aim to provide frequent and fast transit for 5,000 people a day. Credit: High Valley Transit

High Valley Transit has announced that on Wednesday evening it will begin preliminary construction activities on its S.R. 224 bus rapid transit project in Summit County.

The work — which begins with lane restriping on S.R. 224 near Canyons Resort between Sun Peak Drive and White Pine Canyon Road — will help prepare for the more major portion of the construction, which is slated to begin in spring 2026.

Stacy Witbeck, the general construction contractor for the project, will work according to a tentative schedule:

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Summit County

Cyclists advised to use paved trail during 224 construction

KPCW | By Sydney Weaver
Published September 5, 2025 at 6:00 PM MDT

Construction on State Route 224 in Summit County

CALL 435-649-9004

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KPCW News

Heber Valley marks 9/11 with national day of service
2 minutes ago

Park City to modify child care scholarship income rules
3 minutes ago

Heavy construction will begin next spring and will include work on the highway and paved trail.

Cyclists will have access to either the shoulder or paved trail until the project's completion in 2028.

High Valley Transit says when the BRT project is complete, the new road configurations will offer greater separation from traffic: a twelve-foot bus lane and a four-foot shoulder for cyclists.

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  Bus Routes
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Construction Updates

Early work to begin week of Aug. 25, 2025

Early work activities on the SR-224 Bus Rapid Transit project will begin the week of August 25 to prepare for major construction in spring 2026. This work will help prepare for major construction and allow the project to meet aggressive schedule goals.

During construction two lanes of traffic in each direction will remain open with the exception of night work when traffic may be reduced to one lane in each direction.

Executive Committee Update

- Open position on Executive Committee
- Executive Committee is opportunity for project partners to get early information and consider solutions.
- Request for nominations from Council



Next Presentation **to Council:** Budget & Funding

**“ THANK YOU
THANK YOU
THANK YOU
It’s truly a relief and makes a big
difference both for convenience and more
so for our community safety. ”**

*- Park City resident comment about
new BRT stations*

City Council Staff Communications Report

Subject: Thaynes Pathway Golf Net Project Update

Author: Steven Dennis PE, PMP

Department: Engineering

Date: September 25, 2025

Summary

Following the approval of the contract amendment on June 26, 2025, we worked with Judge Netting to design a net to protect against errant golf balls. The final design features a net parallel to the driving range that is 600-feet in length and tapers from 25 to 50 feet (west to east). Pursuant to City Council direction, we have minimized the net's visual impacts with landscaping and structural modifications.

Project Update

The design of the golf protection net is complete and material procurement is underway. Over the past 3 months, we have refined the design to minimize the visual impacts of the net while maintaining its efficacy. As a reminder, a net will not completely eliminate the risk of errant golf balls. Rather, the proposed net works with the topography to balance protection and neighborhood character. Other mitigation efforts are as follows:

- Planting dozens of trees and shrubs and placing landscape boulders.
- Reducing the pole diameter from 16 inches to 12.75 inches.
- Changing the position of the guy wires to align with the net itself.
- Pole placement will be determined in the field and aligned with mature trees to the extent possible.

Installation

The net will be installed in two phases: The first phase is to excavate, set the poles, and pour the foundations, which will take approximately 8-10 working days and is scheduled for mid-October. The second phase is to string the net, which is scheduled for early December.

Additional Background

- [March 7, 2024](#) – City Council approved a design professional services agreement to design Thaynes Pathway Phase 1.
- [March 20, 2025](#) – City Council approved a construction agreement to construct Thaynes Pathway Phase 1.
- [April 10, 2025](#) – City Council approved a design professional service agreement to design Thaynes Pathway Phase 2.
- [June 26, 2025](#) – City Council approved an amendment to the construction agreement for Thaynes Pathway Phase 1 to add golf protection net installation.
- [August 19, 2025](#) – Board of Adjustments approved a variance to the 28-foot maximum height allowed by the Land Management Code (LMC).

- [August 27, 2025](#) – Planning Commission approved a CUP to install the golf protection net.

Note: A quick update on Phase 1 construction: all paving, drainage improvements, striping and signage, and landscaping are complete.



City Council Staff Communications Report

Subject: Tennis & Pickleball Court Allocation Winter 25/26

Author: Cole Johnston, Racquet Sports Division Manager

Department: Recreation

Date: September 25, 2025

Background

The Recreation Department continues to balance the sometimes-competing interests of different user groups seeking access to the same recreation facilities and amenities simultaneously, or at peak times.

Prior to last winter (2024-25), the Recreation Advisory Board (RAB) put together a court-usage subcommittee to explore additional options for tennis and pickleball court time during the winter. The subcommittee includes representatives from the tennis and pickleball communities, RAB, the Council liaison to RAB, and the PC MARC Racquet Sports Division Manager.

Considerable time and effort have been allocated to find creative solutions to the growing demand for indoor pickleball court time.

Analysis

The Court Allocation Subcommittee met three times this summer to discuss the court allocation plan for winter 2025-26.

The only change recommended from the 2025-26 season is moving Saturday's from 7:00 am-9:00 am to include side-by-side play for both tennis and pickleball. This will be free of charge. This spot was previously dedicated to pickleball.

The reason for this change is due to low utilization during this time from both tennis and pickleball during the last two winters.

Court Management Plan

Based on the subcommittee's recommendation, the PC MARC plans to implement the schedule at the end of this report.

To encourage play during underutilized time for both sports, play from 6:00 am-8:00 am will be offered free.

Releasing Unused Court Time

- The Recreation Department will give 48 to 120 hours of advance notice of unused tennis and pickleball times when possible.
- Unused Courts will be released on:
 - Monday 11 a.m. for play Wednesday- Saturday
 - Thursday 11 a.m. for play Sunday- Tuesday
- Consistent with previous years, courts will be released only when all the courts in the bubble are not being used.

The Recreation Department will continue to offer Open-Play Pickleball in the gymnasium on Tuesday, Thursday, and Friday from 10 a.m. to 12 p.m. This is included in a PC MARC facility pass or can be purchased by paying the daily drop-in fee.

The RAB and the Court Allocation Subcommittee appreciate the additional input from the tennis and pickleball communities and hope that the operational adjustments will further balance the needs of the two sports for indoor court allocations.

2025-26 Bubble Play Schedule							
Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8:30 PM	Tennis	Pickleball	Tennis	Pickleball	Tennis	Pickleball	Pickleball
8:00 PM		Open-Play					
7:30 PM							
7:00 PM							
6:30 PM							
6:00 PM		Tennis					
5:30 PM	Jr. Tennis		Jr. Tennis				
5:00 PM	Programming	Jr. Tennis	Programming	Jr. Tennis			
4:30 PM		Programming		Programming	Pickleball	Tennis	
4:00 PM		Pickleball		Tennis			
3:30 PM							
3:00 PM							
2:30 PM	Tennis		Adult Tennis		Adult Tennis		
2:00 PM		Tennis	Programming		Programming		
1:30 PM				Pickleball			
1:00 PM							
12:30 PM					Tennis		Tennis
12:00 PM							
11:30 AM	Pickleball			Tennis			
11:00 AM							
10:30 AM							
10:00 AM							
9:30 AM	Adult Tennis		Pickleball				
9:00 AM	Programming						
8:30 AM						Tennis/ PB Side-by-side	
8:00 AM						(no-charge)	
7:30 AM	Tennis	Pickleball	Tennis	Pickleball	Tennis		
7:00 AM	(no charge)	(no charge)	(no charge)	(no charge)	(no charge)		
6:30 AM						CLOSED	CLOSED
6:00 AM						CLOSED	CLOSED



City Council Staff Communications Report

Subject: School Resource Officer
Author: Captain McKinney
Department: Police Department
Date: September 25, 2025

Summary

[HB84](#) requires the presence of an armed guardian at every school. As discussed during the [FY26 budget process](#), the Park City Police Department (PCPD) and the PC School District intend to fulfill this requirement by placing a sworn Park City police officer at McPolin Elementary and Park City High School, requiring the addition of a full-time officer. Utilizing a PCPD officer not only meets the requirements of the mandate, but also provides consistency and local jurisdictional authority over all training, scheduling, communications and procedures.

During the budget process, we entered into funding discussions with Summit County, seeking equitable treatment consistent with support they already provide other jurisdictions. For instance, the county provides two full-time officers to the South Summit School District (Kamas) and one full-time officer to the North Summit School District (Henefer, Coalville, and Oakley) and operates under a similar interlocal agreement with the school districts. Kamas City maintains its own police department; the other areas are served directly by the Summit County Sheriff's Office.

As outlined in our interlocal agreement, the PC School District has committed approximately \$80,000 annually to the wages and benefits of the School Resource Officer (SRO). The current agreement will be amended to reflect the additional SRO and brought to City Council for approval.

Without funding from Summit County, we estimate the total FY26 budget impact for this initiative is \$198,000, which includes a one-time expense of \$90,000 for a new vehicle and its buildout, and will require a vehicle budget adjustment.

Amount	Description
\$ 188,168	Wages, taxes, benefits
\$ (80,000)	PCSD contribution
\$ 108,168	Net ongoing budget impact
\$ 90,000	Vehicle, build-out (one-time)
\$ 198,168	Total FY26 budget impact (without Summit Co. contribution)

The Police Department will cover the approximately \$17,000 upfront cost for safety equipment and uniforms from the existing equipment budget.

With the 2025-2026 school year underway, we cannot delay recruiting a new officer. We are currently diverting resources from our patrol division and other areas to provide school coverage, which is an unsustainable model and may compromise our ability to provide adequate public safety services elsewhere. After a formal application and interview process, we have assigned an officer from our patrol division to fill the SRO role and are actively recruiting an officer to backfill the patrol vacancy. We anticipate having a new officer hired before the winter season begins.

While we had hoped to finalize negotiations with Summit County for financial support before the start of the school year, we were unable to do so. Because Summit County operates on a calendar year, they will not adopt their 2026 budget until December 2025. If the county does not provide financial support, a personnel budget adjustment of \$108,168 will be necessary.



City Manager Work Plan

2025

INTRODUCTION

The 2025 Work Plan was introduced on March 26, 2025, and outlines City Manager 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 is updated quarterly and will be used to enhance organizational focus and clarity.

Overarching City Council Values and Priorities, identified during the February 2024 City Council Annual 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.

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

Notes – The Plan does not describe City resources already committed to core and essential service delivery such as public safety, public works, utilities, recreation, land use, financial management, human resources, engagement, and technology. Instead, the Plan was created with existing staffing thresholds in mind. Additional resources are likely required before adding new initiatives.

THE PLAN

Existing Priority Long-Term Planning and Community Development Initiatives

- General Plan (5 Phases)
 - Deadline: September 2025- Scheduled completion and Council adoption
 - Next steps: On September 10, the Planning Commission conducted a public hearing and unanimously forwarded a positive recommendation to for City Council consideration on September 25
- Bonanza Park Mixed-Use District
 - Returned to Council on July 10 and August 26
 - Council continued the discussion to a date uncertain
- Re-create SR-248
 - June-October 2025- Level 2 Screening and Modeling
 - August 14, 2025- Mayor/City Council unanimously supported removing the Rail Trail Alignment from consideration. Project will advance analysis of Light Rail and BRT alternatives along SR-248
 - November 2025-January 2026- Local Preferred Alternative
 - 2026-2027- Environmental and Preliminary Engineering
 - 1 year post approval- Final Design
 - 2-3 years post approval- Construction
- SR-224 Bus Rapid Transit (BRT)
 - Summer 2025- Funding discussion continued
 - August 12 and 13- City Staff provided comments and attended meetings for the 60% design review
 - EOY 2025- Final design to be completed
 - 2026/2027- Construction Targeted
- Deer Valley Resort Base Area Public Improvement District and Letter of Intent
 - Next Steps: June- 2025 DVR/PCMC working group discussing the Letter of Intent and working toward the PPPA prior to December 2025
- EngineHouse Affordable Housing P3
 - September 2025- City Staff and Council Member site visit
 - Late Fall 2025- Expected project completion

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

- Bonanza 5-Acre Site Redevelopment
 - Milestone: August 5, 2025- Exclusive Negotiation Agreement
 - Next Steps:
 - August-October 2025: Four Council work sessions with GTS/Brinshore to refine the site design, zoning, land use (broadly to include density, height, parking, open space, and public infrastructure requirements), and regulatory considerations

- October 2025-January 2026: Planning Commission submittals and review process. Negotiate pre-development agreement
- City Hall Future
 - February 14, 2025- Council supported installing All-Gender Restroom (AGR), Council Chamber IT upgrades, wayfinding signs, an analysis of departments, and a furniture upgrade. Council also requested interior wayfinding signage, including a directory and directional signage for restrooms and elevators
 - Deliverable: July-September 2025- Tentative construction
 - July 10-mid September- AGR Construction in progress
 - July 11-August 13- Council Chamber IT Upgrade completed
 - Next Steps:
 - Procurement for wayfinding signage
 - Sustainability suite used as an initial 'case study' for a furniture upgrade to maximize space
 - Sustainability/Trails moving to available City-owned space
 - Engineering project managers moving to available City-owned space
- Space Needs Assessment for Transit and Public Works
 - Finalizing a report to go to council in coordination with next park and ride report
- Recycle Utah
 - Staff is currently working with Recycle Utah and the City project team to understand potential impacts of a relocation
 - Staff is working with Summit County to roll out a residential recycling collection site next summer
- Quinns Junction Area Park and Ride
 - *State of the City Goal:* By September 1, agree on a Park and Ride location along the SR-248 corridor and begin design
 - August 14- Mayor/City Council provided consensus to look at a blended park and ride mode, with improvements to both the existing Richardson Flat lot and the Gordo lot
- DABS Retail Liquor Store Location - Northwest Corner Old Highway 40 and SR-248
 - Utah DFCM and UDOT inquired about surplus land abutting Hwy 40 (old frontage road, across from the anticipated Maverik Station) for a new retail store
 - The surplus parcel straddles City and County boundaries, creating a split jurisdiction. Neither jurisdiction has zoning for this use, but the State is exempt from local zoning (UT Code 17-27a-304)
 - At the March 14- joint-Council meeting, the opportunity for the new retail location was discussed. DABS was unable to attend. DABS hasn't provided any new updates on their plan
- Main Street Area Plan
 - *State of the City Goal:* By October 1, agree upon a circulation and parking plan for the Main Street Core as well as begin planning for improvements to Miner's Park to enhance the Main Street experience

- July 2025- Deer Valley and Park City continued the conversation about alignments from Richardson Flats and Main Street to Snow Park
- Pickleball RFP
 - Milestone: August 26, 2025- Council approved a Memorandum of Understanding outlining the terms, estimated timeline and public benefit commitments. The following is a summary of the public-private partnership development teams:
 - Wadsworth Development Group (WDG): A seasoned developer with 28 years of experience in high-quality commercial projects across multiple sectors
 - The Picklr: The largest provider of indoor pickleball facilities in North America, known for its rapid expansion and commitment to community engagement
 - Other Partners: Big-D Construction, LARC Architecture & Design, Design West Architects, and CIR Engineering are part of the project team, bringing expertise in design, construction, and engineering
- Seniors Center on Mawhinney Lot
 - Milestone: August 26, 2025- Design team, Sparano + Mooney Architecture awarded the contract for Phase 1 design services following RFP
 - Phase 1: Concept Design and Schematic Design (expected duration 10 months)
 - Tentative Next Steps:
 - Phase 2: Design Development- Procurement for General Contractor at this Phase (expected duration 2 months)
 - Phase 3: Construction Documents- Includes Construction Administration to Construction Start (expected duration 4 months)
- Housing Resolution - *complete*
- Clark Ranch Affordable Housing P3
 - January 9, 2025- Council requested three different pricing options
 - June 13, 2025- Frontage Road RFP closed
 - July 2025
 - Council reviewed three options from the Alexander Co.
 - Council majority to approve design contract for the Frontage Road
 - Council majority to move forward with concurrent Planning Commission and City Council approvals to meet November 2025 Private Activity Bond (PAB) application
 - August 2025- Clark Ranch Affordable Housing Development MPD submitted
 - September 4, 2025- City Council continued its discussion of housing affordability scenarios and possible city financial contribution
 - September 10, 2025- The Planning Commission conducted a site visit and held a work session
 - September 24, 2025- The Planning Commission is scheduled to conduct a work session on the proposed rezone
- Public Utilities Rate Structure
 - July 1, 2025- Alternative SFR rates were implemented
 - Change Single Family and Irrigation rates retroactively to July 1 per September 4 Council Direction

- October 16, 2025- Return to City Council with the Budget team to discuss how to close ~\$1.3M revenue reduction
- Childcare Scholarship Program
 - Milestone: September 4, 2025- Council requested a work session to evaluate program criteria and performance
 - Deliverable: Return to a future City Council meeting to discuss further program refinements.
- EV Charger Program
 - Staff issued an RFP for EV charger maintenance, as well as fast chargers. The RFP is going through review currently, with budget requests in the upcoming FY27 fiscal year
- Geothermal Study
 - August 15, 2025- Council received a staff communication update on the geothermal study. Staff will be issuing a Phase 2 study RSOQ by mid-September that will include financial and operating model scenarios

Existing Capital Projects Delivery

- City Park Community Center Building
 - August 2025- Demolition and potholing in process. The old City Park building, playground, basketball and volleyball courts have been demolished, and site work continues
 - August 2025- Construction started
 - Utility work for the new water and sewer line is ongoing and scheduled for completion by October
 - Water main trenching in process
 - September 2025- Plat map signed
 - December 2026- Targeted construction completion
- PC MARC Aquatics
 - Pump house that houses the mechanical equipment slide and climbing wall structure are enclosed
 - The lifeguard station footings are installed. The walls have been framed and enclosed
 - Leisure pool and pump house demolition and site grading will be complete by the end of September
 - Excavation for new pools has begun in preparation for building of the new pools
 - May 2026- Targeted construction completion
- Main Street Water Line Replacement
 - October 2025- Areas beneath dining decks will be sealed (after decks are removed as possible)
- RMP Undergrounding (Munchkin Road, Woodbine Way, Kearns Boulevard)
 - July 2025- Construction started
 - Trenching for conduits and vault installation is in process on Boot Hill and in Woodbine
 - Kearns Boulevard conduit and vault installation has been delayed as the contractor works with UDOT to lessen impacts to traffic
- Gordo Property Environmental Cleanup

- March 2025- Final documentation sent to DEQ for review
- Bus Stop Improvements Citywide
 - August 26, 2025- Staff Communications provided to City Council highlighting upcoming work
 - March 2025-December 2025- Phase 2 Design/Construction Document preparation
 - February 2026- Phase 2 Contractor Selection anticipated
 - May 2026- Phase 2 Construction Targeted
- Thaynes Pathway Construction
 - September 2025- Construction 95% complete
 - October 2025- Targeted construction completion
- Snow Creek Crossing
 - March 13, 2025- Council supported a tunnel as the long-term solution with aesthetic improvements to widen the tunnel, entrance, and exit
 - April 24, 2025- UDOT expressed strong reservations about installing a temporary crossing before beginning construction on a tunnel
 - May 2025- Met with adjacent property owners, except the Yarrow. All expressed general support at this preliminary stage
 - June 2025- Launching procurement to source a designer
 - September 2025- Tentative approval of design contract and touch point with Council on the Yarrow
- Homestake Roadway and Multi-Use Trail Improvements
 - September 2025 Construction update:
 - Relocation of underground power lines is in process
 - Installation of sidewalks, retaining walls, and roadway pavement is in process
 - October/November 2025- Targeted roadway opening and sidewalk installation complete
 - Spring of 2026- Installation of landscaping anticipated
 - Summer of 2026- Targeted construction completion

Existing Core/Internal Services

- Workforce recruitment and retention- Hire City Manager
 - Panel interviews- January 2026
 - Final interviews- January-February 2026
 - Start Work- March 2026
- Financial and Accounting Software System (ERP) Implementation
 - April 1, 2025- Phase 1 – Financials go-live (9-month Implementation)
 - Includes: Accounting, Accounts Payable, Budgeting, Capital Assets, Cash Management, Contract Management, eProcurement, Project and Grant Accounting, Purchasing, Accounts Receivable, General Billing, Cashiering, Enterprise Analytics, and Reporting w/Executive Insights
 - January 2025-January 2026- Phase 2 – UB Phase (~12-month implementation)
 - April 2025-January 2026- Phase 3 – Permitting and Licensing (~9-month implementation)

- Phase 4 and 5 – Payroll and Asset Management (~9-month implementation each)
***Each phase requires extensive commitment not only from departments, but Finance and IT*
- Departments with completed or currently planned roll-outs:
 - Finance, Budget, Procurement (Phase 1 – Financials)
 - Water Department (Phase 2 – UB)
 - Building, Planning, Engineering, and Licensing (Phase 3 – Permitting)
 - HR and Finance (Phase 4 – Payroll)
 - Fleet, Building Maintenance (Phase 5 – Asset Management) – Will likely onboard more departments after initial implementation
- Departments not scheduled for implementation: Golf, MARC/Parks, Ice
**We are planning demos for these departments. Tyler Technologies recently acquired a company that specializes in recreation software*
- Credit Card Processing Fees
 - Completed merchant fee audit to evaluate more favorable rates
 - Deliverable: Analyze both the fee and threshold for credit card transactions. Based upon findings, we may propose a fee schedule update. Additionally, we will return to Council in December with an update on transaction fees throughout the City's point of sale systems to report on performance and new vendor costs
 - Finance moved to a new credit card merchant processor (preferred processor with new EERP system)
 - MARC and Golf transitioned to new credit card merchant processors that work better with their POS systems with lower monthly rates. This will also allow Golf to collect no-show fees
 - Utility Billing will move to a new payment processor, along with all other web payments, as part of the Enterprise upgrade
- Year-end Close, Annual Audit, Comprehensive Financial Statements, and GFOA COA Award
 - October 2025- Final trial balance for FY25 provided to auditors
 - December 2025- apply for GFOA Certificate of Achievement
 - December 2025- Impact fee and state reporting (fraud risk assessment, audited financial statements, financial certification)
- Fraud-Risk Audits
 - August 12, 2025- Engagement letter and scope finalized and signed
 - Week of August 18, 2025- compiled and provided auditors with initial request list for the MKSK contract
 - September 2025- compile and provide auditors with initial request list for Water benchmarking study
 - September 2025- anticipated project wrap and report issuance
- Workforce Learning and Organizational Development Program
 - March 2025- New software (Absorb) launched
 - Phased training started with OSHA and compliance is ongoing
 - Supervisor Training- expected launch second quarter FY26, online and in-person soft skill training
- Annual Budgeting Process- Completed

- Interview each Councilor to determine opportunity areas and hold Council Work Sessions in October and November
 - New Process for FY27 budgeting
- Legislative Platform
 - January 26, 2025- 2025 Platform approved
 - January-March 2025- Ongoing efforts and updates during 2025 Legislative Session
 - Next Steps: Develop legislative tracking best practices or long-term goals to improve the process



City Council Staff Communications Report

Subject: City Manager Recruitment

Author: Sarah Mangano

Department: Human Resources

Date: September 25, 2025

Summary: With City Manager Matt Dias resigning effective September 15, 2025, Park City must recruit a successor. The City Manager is appointed by the Mayor with the advice and consent of the City Council, and Mayor Worel has announced that this appointment will be the privilege of the new Mayor whose term starts January 5, 2026. The City Manager is the chief administrative officer and is responsible “for the proper administration of all affairs of the City placed in his or her charge.” The Manager’s duties include overseeing all departments, personnel, and the City budget. The Manager’s powers and duties are outlined in [Park City Code 2-4](#) sections 1-5.

On August 26, 2025, the Human Resources Department (HR) recommended utilizing the services of an executive recruitment firm to assist with the hiring process. The City Council supported this recommendation.

Background: Following the August 26, 2025, City Council meeting, HR contacted seven municipal recruitment firms specializing in county and municipal leadership roles. The firms were all well-respected experts in the field and all work regionally if not nationally. After reviewing proposals, recent relevant recruitments, and each firm's experience with placements in Utah, resort communities, and similarly sized municipalities, the list was narrowed to three finalists. Interviews were conducted with each of the three firms to evaluate their recruitment process, knowledge of local and national markets, and ability to adapt to Park City’s specific needs. All three firms acknowledged that additional steps would be necessary to initiate the process immediately, while accommodating the interim vacancy period. Each firm recommended that the application period remain open at least through December 1, 2025, allowing candidates to apply with full knowledge of the election outcome.

Analysis: Based on the interviews and evaluation criteria, Columbia Ltd emerged as the most suitable firm. Columbia Ltd recently led the successful recruitment of the Summit County Manager in Utah and has extensive experience placing executives in comparable resort communities, including Aspen, Steamboat Springs, Telluride, Vail, and Winter Park, Colorado. Of the other two finalists, one was active in Utah before the COVID-19 pandemic, but has not had recent placements in the state. The other has been active in Utah but lacks recent experience with competitive resort towns.

Recommendation: HR recommends retaining **Columbia Ltd** to lead the recruitment process for Park City’s next City Manager. Retaining Columbia Ltd is in the best interest of the City in light of the City’s needs, qualifications, and availability.

Attachments:

Attachment A: Columbia, Ltd Proposal



September 12, 2025

Hon. Nann Worel, Mayor, and
Members of the City Council
Park City Municipal Corporation
445 Marsac Ave.
Park City, UT 84060
(via electronic mail to sarah.mangano@parkcity.gov)

Dear Mayor Worel and Council Members:

Thank you for the opportunity to submit a proposal to serve the Park City Municipal Corporation in the recruitment of a new city manager.

I have served as the lead recruiter on successful city or county manager recruitments in the following communities, all of which qualify as international destination ski resort communities, or the counties that host them: in Colorado, Aspen, Steamboat Springs, Telluride (three times), Winter Park (twice), Vail, and San Miguel County (Telluride), and in Utah, Summit County (Park City). I also recruited the city manager in Flagstaff, Arizona, as well as many other positions in many similar jurisdictions.

I have completed nearly 130 successful executive recruitments in Colorado, Utah, and the western United States in the last 8.5-plus years, with a specialty in the niche of mountain and resort communities. I am very familiar with Park City from having successfully managed the Summit County Manager recruitment in 2022, from visits incident to recruitments for Salt Lake City Corporation (2017-18), and trips to the Sundance Film Festival in 2015 and 2017.

The attached proposal includes more detailed information regarding Columbia Ltd, the search process and timeline, professional fee and expenses, a placement guarantee, and two sample candidate profile documents, so you can see how Columbia Ltd would present your opportunity nationally.

Thank you again for this opportunity to serve you. Please feel free to call me directly at (970) 987-1238 if you have any questions.

Sincerely,

Drew

Andrew (Drew) Gorgey
CEO and Founder

encl: Proposal

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Columbia ltd

In General

Columbia ltd provides executive search services to local government agencies throughout the western United States. Founded and incorporated in 2016 by Chief Executive Officer and lead recruiter Andrew Gorgey, the firm maintains its principal place of business and headquarters in Colorado Springs, Colorado. Please visit: <https://columbialtd.com>.

Mayors, commissioners, supervisors, council members, trustees, directors, and board members trust Columbia ltd to help them with one of the most important decisions they will ever make, choosing their next manager. Similarly, managers and human resources professionals trust Columbia ltd to find high-performing professionals to complete their leadership teams.

“Excellence in executive recruiting since 2016.”

The essence of our motto, “Excellence in executive recruiting,” is a deep commitment to our clients and the communities we serve. We listen actively, and carefully. Through diligence, a strong work ethic, working with a sense of urgency, attention to detail, and anticipation of every client agency’s unique needs, we are able to find the chief executive, director, manager, or department head, who best fits the community, its elected officials, the organization, and its professional management. We help you find the ideal candidate to address the challenges you are facing now, to execute faithfully your policy priorities, to help develop strategy and meet your goals, and to provide solid, consistent leadership and management for years to come.

Values-based. Mission-driven.

Columbia ltd is the executive recruiter of choice in the western United States. This is because we are completely committed to a principle-centered, values-based approach to the essential local government function of bringing the best-qualified professionals into the organization. Everything we do is fueled by five values: **Excellence, Professionalism, Ethics, Courage, and Adaptability**. These are not just words – these are core values to which we adhere every day. Living our values allows us to meet

Our Mission:

We serve local governments and their citizens through excellence in executive recruiting, advancing organizations, improving teams, and enhancing communities, one recruitment at a time.

We ensure each client agency has meaningful choice between highly-qualified candidates, who meet the needs of the organization and community, in every professional discipline for which we recruit.

We are committed to maintaining a positive, professional working environment, and to the professional development of every Columbia ltd team member.

Experience

Columbia ltd celebrated its eight-year anniversary in December, 2024. In its early years, Columbia ltd provided executive recruiting services to an established, California-based executive search firm. At that time, client contracts were with that firm. Columbia ltd and Andrew Gorgey provided professional services, served as lead recruiter, and successfully completed the recruitments. With that in mind, Columbia ltd has successfully completed about 50 city/county manager and other recruitments in five states, and about 70 other executive recruitments in seven western states in every major discipline.

Commitments to Local Government and Professional Development

Columbia ltd is an associate member of the Colorado Municipal League and a cooperating member of the Washington City/County Management Association. At the invitation of the International City/County Management Association (ICMA), Columbia ltd offers training annually to local government managers in career transition. Columbia ltd is also a proud sponsor of the City/County Management Associations in Arizona, Colorado, Montana, North Dakota, South Dakota, Washington, and Wyoming. Andrew Gorgey has lectured on various topics at the state management conferences in multiple states, and at the Schools of Public Affairs at the University of Colorado and Arizona State University, and at Arizona’s Next Generation Leadership Conferences at the University of Arizona in Tucson, and in Scottsdale.

THE Columbia ltd TEAM

Philosophy

The philosophy of Columbia ltd is that citizens are the ultimate client in every executive recruitment we perform, so that in addition to our values-based, mission-driven approach, we are always aware of the public service underlying our professional services. In this way, we help elected officials hire the best chief executives, and we help chief executives hire the best new additions to their executive leadership teams.

Although we have considerable geographic reach, we carefully manage both the number of recruiting assignments we accept, and more important, when and how we accept them. This allows us to maintain the highest possible service level for all clients, because each recruiter maintains a limited, manageable number of assignments at any given time. Furthermore, each recruiter's assignments are appropriately scheduled, so that clients never compete against each other for the same talent, and every client, recruitment, and process step receive the recruiter's full, effective attention.

Your Team

Andrew Gorgey, CEO and Founder

Since founding Columbia ltd in 2016, Andrew (Drew) Gorgey has established himself as one of the premiere executive recruiters in the United States. A sought-after industry professional, Mr. Gorgey has completed nearly 130 major executive recruitments in Arizona, California, Colorado, New Mexico, Oregon, Utah, and Washington.

Mr. Gorgey has served in Colorado local government for 26 of the last 28 years, including 21 years full- and part-time at the executive and management levels, making his first executive hire in 2004. Mr. Gorgey served as County Manager and County Attorney for Garfield County in Glenwood Springs, Colorado. He also served as First Assistant and Chief Deputy County Attorney in El Paso County in Colorado Springs, Colorado. In addition, Mr. Gorgey served as Acting City Manager for the City of Glenwood Springs. Mr. Gorgey continues to serve local government as District Counsel to and Administrative Manager of the Garfield County FML District, part-time executive positions he has held since June 2011. He continues to serve local governments throughout the United States as an executive recruiter.

Mr. Gorgey is gifted at organizational assessment and accurate analysis of an entity's business case, critical in effective executive recruitment. His candid, genuine, and respectful style, discretion, professionalism, and legendary work ethic are all major benefits to client agencies, as are his experience and expert-level communications skills. Mr. Gorgey's strong skills in talent identification, recruitment, development and retention, and his commitment to excellence in the hiring process, have helped many diverse organizations advance, improve, and meet their strategic objectives quickly.

Moving to Colorado in 1987, Mr. Gorgey began his career in the resort and hospitality industry, serving as a Corporate Trainer for The Broadmoor, a Forbes Five-Star and AAA Five-Diamond Resort in Colorado Springs. He later served as Editor of *The Colorado Springs Business Journal*. Since his youth, Mr. Gorgey has been an enthusiastic student of leadership, dedicating substantial volunteer hours to leadership positions in various professional associations. The El Paso County Bar Association in Colorado Springs named Mr. Gorgey "Outstanding Young Lawyer" in 1999 and elected him one of the Association's youngest Presidents in 2003-04. Mr. Gorgey twice served the Colorado Bar Association as Vice President. He is also Past President of the Association of Colorado County Administrators. Mr. Gorgey has lectured on leadership at the American Bar Association's prestigious Bar Leadership Institute in Chicago, the Colorado Bar Association's Bar Leadership Training course (COBALT), and the Special District Association of Colorado's Leadership Academy, among others. He has lectured on recruitment, interviewing, and related topics at the City/County Management Association conferences in Arizona, Colorado, and Washington, as well as at the Arizona State University School of Public Affairs and Arizona's Next Generation Leadership Conference at the University of Arizona. He completed the International City/County Management Association's (ICMA's) Gettysburg Leadership Institute in 2017.

Mr. Gorgey holds an undergraduate degree in English from the University of Colorado, as well as a Juris Doctor from the University of South Carolina School of Law. He teaches leadership at the Arizona State University School of Public Affairs (Faculty Associate) and serves on both the SPA's Advisory Board and on the MPA Advisory Board.

Sue Autry, Senior Executive Recruiter and Strategist

Based in Greenwich, CT, Sue Fowler Autry has a reputation for professionalism in human resources and executive recruitment enjoyed by few others in the United States. Following successful careers in banking, elite private-sector executive recruiting (Texas), employment law, finance, and manufacturing, Ms. Autry held executive leadership and management positions for 20 years in local government human resources.

Creative and resourceful, Ms. Autry meets the challenges of every assignment, regardless of difficulty, with a “can do” attitude. Her career started in banking, where she was the first female Officer Candidate in a large Atlanta bank. Under a Consent Decree at the time, the bank retained Ms. Autry to focus on affirmative action, compliance, and recruiting. After a few years, Ms. Autry’s talent and excellent reputation drew the attention of several executive search firms.

A private sector executive search firm noticed Ms. Autry’s success managing the bank’s college recruiting, executive hiring, and manpower planning. The firm’s partners invited her to Dallas and within a year made her an equal partner. Ms. Autry’s strong intuition and relationship-building skills with clients brought success. Her work in affirmative action and compliance piqued her interest in law, so after years of successful recruiting practice, she sold her company shares to her partners and was admitted to the Southern Methodist University School of Law.

After graduation, she practiced employment and labor law at Haynes and Boone, LLP (Dallas). In the years that followed, Ms. Autry was recruited away from the firm to major private sector assignments including with First National Bank of Texas, where she improved operations of the \$9 billion personal trust administration department. She was recruited a second time to the team that brought Northern Trust of Chicago to Texas. Northern Trust as Statewide Marketing Director. In an unexpected turn, family health issues led her to assume responsibility for her spouse’s footwear manufacturing company. As President and CEO, Ms. Autry transformed the company from manufacturing to licensing of the company’s patents and trademarks.

Ms. Autry transitioned to the public sector as a human resources consultant, but the City of Colorado Springs, Colorado, quickly hired her full-time to manage employee relations, disciplinary hearings, executive recruitments, pay for performance, performance management, and benefits. She redrafted all of the City’s policies and procedures. El Paso County, CO, recruited her to a similar role, but the City soon recruited her back to serve as Human Resources Manager for the police department. The police chief quickly promoted her, giving Ms. Autry responsibility for Management Services (finance, human resources, information technology, records and ID, the volunteer program, fleet, facilities, and asset management). In Colorado’s second-largest city, Ms. Autry was the only civilian on the chief’s command staff.

Her years of success in both the private and public sectors uniquely position Ms. Autry to help clients resolve difficult organizational challenges. She understands city and county organizations in a way most search consultants never will. Ms. Autry excels in identifying candidates in alignment with Columbia Ltd’s mission of advancing organizations, improving teams, and enhancing communities, one recruitment at a time.

Ms. Autry holds bachelor’s and master’s degrees from Georgia State University, as well a Juris Doctor from the Southern Methodist University School of Law.

Elizabeth (Liz) Eubank, Administrative Assistant

Elizabeth (Liz) Eubank came to Columbia Ltd as an award-winning customer service specialist from Vail Resorts (Colorado), where she earned the Spirit of Beaver Creek (Ski Resort) Award in recognition of her professionalism and her exemplification of corporate values. During her tenure, Ms. Eubank led The Ambassadors, an essential guest service group, and Street Team “On the Spot,” an employee engagement program. She also completed extensive leadership training in emotional intelligence, the DISC assessment, managing expectations, team dynamics, leadership communications, delivering performance feedback, developing talent on the team, championing change, coaching to develop, and navigating conflict. In addition to over 17 years of experience in hospitality and customer service, Ms. Eubank previously worked for the Town of Vail, Colorado, as a local government concierge. Ms. Eubank also has

considerable direct experience with information technology, and diverse experience in emergency medicine, health care, and live theater.

Ms. Eubank brings a formidable work ethic and strong sense of professionalism to Columbia ltd, where she creates a highly-organized, welcoming environment, which is a solid base for true teamwork and excellent client relations.

Ms. Eubank holds a bachelor's degree (Sociology), *magna cum laude* and with distinction, from the University of Colorado. She also has certifications in Yoga Teacher Training, Health Coaching, and running a chainsaw.

Michelle Holder, Research Manager

Formerly with the City of Aspen, Colorado, Michelle Holder brings skill and excellence to Columbia ltd in several areas pertaining to local government: project management, community engagement, program management, priority-based budgeting, sustainability reporting, and research. A Certified Professional Project Manager, Lean Six Sigma Green Belt, and graduate of the highly-regarded Roaring Fork Leadership Academy (Aspen), she is passionate about empowering communities by helping them realize their largest goals. Ms. Holder earned her bachelor's degree (Political Science and Criminology) from the University of Florida and her Master of Public Administration degree from the University of North Carolina at Chapel Hill. She is based in Portland, Oregon.

Kathy Callaway Conarro, Art Director

Kathy Callaway Conarro has been a graphic designer for over twenty years. The art director and production manager at a reputable alternative news weekly in the United States for over ten years, she also served for over five years as creative director at a fast-growing, international professional sports corporation, before relocating to Central America. Ms. Conarro ensures every local government client is marketed in a genuine, positive, and impactful way and offers creative guidance in corporate marketing.

Ms. Callaway Conarro holds a bachelor's degree in art with an emphasis in graphic design from Western Washington University. She works from her office in Roatán, Honduras.

Background Checking, Candidate Evaluation, Social Media, Marketing, and Cybersecurity

Columbia ltd retains experts and contracts with established vendors in key areas related to background checking, emotional intelligence and integrity testing, social media, marketing, and cybersecurity, all essential aspects of an effective, confidential, successful, and safe recruitment process.

RECRUITMENT PROCESS

Professional executive recruitment generally follows the service steps described below. Columbia ltd can customize the recruitment process to meet your specific needs.

First Steps

The recruitment begins with a brief, organizational conference call or videoconference meeting, a time when we get to know each other, manage initial administrative details, and discuss a preliminary schedule for the recruitment. Your Recruiter is the project manager for Columbia ltd, and likewise, we ask that you identify a single point of contact to serve as a project manager on behalf of the Park City Municipal Corporation (Park City). During this meeting, we will finalize the professional services agreement, make arrangements to gather data from you relevant to the recruitment (current job description, salary range, organizational and departmental budgets, etc.), submit our initial invoice, and identify a date for the Kickoff Meeting. We will share some thoughts about how to plan the Kickoff Meeting in a way that maximizes the benefit of that time for you. We'll give you other information you'll need, such as specifications for photos to be used in the Candidate Profile, etc.

Kickoff Meeting (On-Site Meeting No. 1)

The Kickoff Meeting is the first of three on-site meetings when your Recruiter is physically present in Park City, meeting in person with you and your team. Your Recruiter will listen actively, and carefully, interviewing whomever you designate and gathering information about the community, the organization, the department, and the position you are trying to fill. This is cultural immersion: the goal for the day is for your Recruiter to leave Park City with the best possible understanding of who you are, where you've been, where you're going, and what you're looking for. We will coordinate a marketing and advertising plan and discuss recruiting strategies and tactics used to find your next City Manager. The kickoff meeting can include one-on-one interviews with elected officials, a group meeting with the executive leadership team, meetings and interviews with key stakeholders and community representatives, and whatever else you may need. All recruitments are a little different, and we will make sure we address your unique situation. During the kickoff process, we are working together to define, then describe precisely the Ideal Candidate for the City Manager position, the person best suited to meet your needs, both immediately and for the long-term.

The Candidate Profile is the work product resulting from the interviews, meetings and cultural immersion at the Kickoff Meeting. More than a marketing brochure or advertisement, the Candidate Profile is a carefully written document that drives the recruitment process, the central point of reference that literally keeps everyone on the same page. We describe your community, organization, and opportunity accurately and specifically. We also announce the final recruitment schedule, so everyone has the same expectations and can plan accordingly. Columbia ltd uses electronic and digital distribution, and also still uses targeted direct mailing to deliver the Candidate Profile to approximately 350 to 450 qualified candidates.

Go Live Date

Although word about the City Manager opportunity will be out well before this, it's helpful to declare a Go Live Date, the earliest, reasonable date at which the search responsibly "opens." This is the day the completed Candidate Profile is posted to the Park City and Columbia ltd websites. As legendary basketball Coach John Wooden famously said, "Be quick, but don't hurry." In order to keep the recruitment on schedule, it is very important that both Columbia ltd and Park City both work quickly regarding drafting and final approval of the Candidate Profile.

Active Recruitment Period

The Active Recruitment Period is the four to six weeks (depending on your needs) between the Go Live and Filing Deadline dates. During this time, Columbia ltd executes the national marketing and advertising campaign, including use talentally (fka Professional Diversity Network) (and their eight affinity sites), and the outlets most relevant to the professional discipline at issue. We also begin targeted direct mailing and digital distribution of the Candidate Profile to approximately 350-450 qualified candidates. Your Recruiter serves as the point of contact for all interested persons and prospective candidates, answering their questions about Park City, the position, and the recruitment process. Columbia ltd is your agent and responds in full to all inquiries on your behalf, treating each person with respect and professionalism, just as you would want them to be treated. We acknowledge all cover letters and resumes within two business days after receipt.

Filing Deadline

The Filing Deadline is the date by which Columbia ltd receives cover letters and resumes.

Initial Review, Preliminary Screening, and Research

To ensure fairness to applicants, your Recruiter will review all submittals in the same way, at the same time after the Filing Deadline. The Recruiter's initial task is to narrow the field to those candidates best qualified for the position and who most closely fit the description of the Ideal Candidate. Some number of leading candidates are then invited to initial interviews with Columbia ltd. These candidates will receive a written questionnaire to be returned in advance of their interview. Later in the process, these written responses will provide you with deeper insights into each candidate's communication skills, philosophy, and qualifications. Columbia ltd conducts first-level research (internet) for all invitees.

Your Recruiter conducts preliminary screening interviews via videoconference or telephone, with the goal of further narrowing this field as necessary to the candidates most qualified for the City Manager position. Columbia ltd then prepares a written Report of Recommended Candidates for delivery to Park City. You will receive the report with enough time for a meaningful review, before we meet with you in person to discuss it.

Recommendation of Candidates (On-Site Meeting No. 2)

During the Recommendation of Candidates meeting, which usually lasts about an hour or two, Columbia ltd will update you in full as to everything that has happened in the recruitment process so far, including an analysis of the applicant pool. Your Recruiter will be there in person to discuss the contents of the written Report of Recommended Candidates, which also includes a list of all persons who applied, as well as detailed information on those candidates recommended by the firm. Your Recruiter will answer your questions regarding the recruitment, "bring paper to life" in describing candidates, and communicate the results of preliminary research. Park City will then identify which candidates it would like to advance to the Finalist Interview Process. We will work with you to finalize the process steps and establish the preliminary interview schedule for the Finalist Interview Process. We will then carry out your instructions regarding invitations to prospective finalists. On your behalf, Columbia ltd will notify all other applicants of their status at this time.

Finalist Interview Process (On Site Meeting No. 3)

Columbia ltd will notify you immediately after confirming the participation of all finalists, and we will then conduct second-level research (reference, background) as to these persons. We will work with Park City to finalize whichever process steps or components are most appropriate for your Finalist Interview Process, e.g. interview panels, public reception, presentations, etc., provide sample interview questions, and work with you to finalize the schedule. We will again prepare and send timely a written Report of Finalists to Park City.

Your Recruiter will assist you with the Finalist Interview Process (1-2 days) to meet your specific needs, including facilitation services, professional guidance, etc. After you have identified your Preferred Candidate for the City Manager opportunity, Columbia ltd is happy to work with you to shape your initial offer, and to provide negotiation assistance.

Final Steps

On your behalf, we will obtain a complete, detailed background report on your Preferred Candidate through Sterling Infosystems, Inc. (<https://www.sterlingcheck.com>), the most established, reputable company in the field. We conduct additional, final reference checking, as needed, at this time. Through our reputable referral partners, we offer several other assessment and support tools. (See Optional Services and Costs, Page 9). Park City is also encouraged to do whatever other background checking or pre-employment testing it normally would in its established onboarding process. Columbia ltd will continue to offer whatever negotiation assistance you may want or need, working with your professional human resources team and legal counsel, until both sides have reached agreement on the essential terms of an employment contract, offer letter, etc. After contract approval and the first date of employment, we then look forward to observing the successful service of the new City Manager for years to come!

RECRUITMENT SCHEDULE (May be modified to meet your specific needs.)

PARK CITY, UT CITY MANAGER

<u>Action Step</u>	<u>Timing</u>
I. First Steps - Finalize and approve professional services agreement - Conference call to identify kickoff date, initial responsibilities, and scheduling - Advance preliminary recruitment schedule	Immediate
II. Kickoff Meeting (On Site Meeting No. 1) and Follow Up - Active listening, cultural immersion to facilitate drafting of Candidate Profile - On-site, one-on-one interviews with the Mayor and each Council Member - Group meeting with executive leadership team (department heads, direct reports) - Meetings and interviews with key stakeholders and community representatives, as directed - Draft Candidate Profile and obtain approval of final draft - Coordinate Marketing and Recruitment Strategies	ASAP
III. Go Live Date - The earliest, reasonable date at which the search responsibly “opens” - Post Candidate profile to Park City and Columbia Ltd websites “Be quick, but don’t hurry.” – Coach John Wooden	ASAP
IV. Active Recruitment Period - Execute national marketing and advertising campaign - Targeted direct mailing of Candidate Profile to approximately 350-450 qualified candidates - Execute direct outreach, social media, and networking strategies, actively searching for qualified candidates aligned with Ideal Candidate description - Ensure opportunity is posted with ICMA, ULCT, and all appropriate websites - Serve as Park City’s agent as to all interested persons and prospective candidates - Maintain contact with Park City, advise as appropriate	Five or Six Weeks
V. Filing Deadline	ASAP
VI. Initial Review, Preliminary Screening, and Research - Review of all resumes and cover letters - Invite leading candidates to initial interviews, distribute questionnaire - Conduct preliminary screening interviews via videoconference (preferred) - First level research (internet) - Send written report of Recommended Candidates to Park City	Three Weeks
VII. Recommendation of Candidates (On Site Meeting No. 2) - Brief Park City on search and Recommended Candidates in executive session - Answer all questions regarding recruitment and candidates - Finalize process steps for Finalist Interview Process and establish Preliminary Schedule - Notify all other applicants of their status	Two Weeks

- V. Finalist Interview Process (**On Site Meeting No. 3**) TBD
- Secure participation of Finalists and Alternates (if any)
 - Conduct second level research (References and Background) for Finalists
 - Finalize Finalist Interview Process Steps, Schedule, Questions, and Exercises (if any)
 - Send written Report of Finalists to Park City
 - Assist Park City with Finalist Interview Process (1-2 days), providing professional opinion, recommendations, and facilitation services, as needed
 - Assist Park City as needed with identification of Preferred Candidate
 - Advise as needed with respect to terms to be negotiated with Preferred Candidate
- VI. Final Steps ASAP
- Complete detailed background and additional reference checks on Preferred Candidate
 - Assist with contract negotiation as needed until “essential terms” are agreed to
 - Contract approval and start date
 - Observe the successful service of the new City Manager for years to come

PROFESSIONAL FEE

Professional Fee

The all-inclusive professional fee to conduct the recruitment process for your next City Manager is \$27,000. This includes all steps described in the Recruitment Process; three on-site visits (Kickoff, Recommendation of Candidates, and Finalist Interview Process) to include consultant time and travel expenses; preparation, printing, and distribution of the Candidate Profile, including direct mail and digital distribution; national marketing and advertising; direct outreach and candidate management; general expenses related to administration (printing, copying, mailing, postage, internet access, telephone, social media, etc.); background and reference checking as described; preparation, printing, and delivery of two written reports (Recommended Candidates and Report of Finalists); and one complete background report on the Preferred Candidate. Regarding consultant's time, on-site visits include one day each for the Kickoff and Finalist Interview Process, and no more than half a day for the Recommendation of Candidates.

NOTE: It is customary for client agencies to reimburse finalists for travel expenses related to the Finalist Interview Process. These expenses are not included in the Professional Fee above. These costs typically include round-trip airfare (coach); travel to Park City from a Utah airport (car rental and fuel) OR travel to Park City from a residence (lower cost alternative between car rental and fuel or mileage reimbursement at the current IRS rate); and hotel accommodations (coach-equivalent) for each Finalist candidate. At the appropriate time, you may have other considerations that carry costs: whether to extend your invitation to a spouse or significant other, whether to pay for meals, offer *per diem* reimbursement, etc.

Optional Services and Costs

The all-inclusive professional fee may be supplemented at your option as follows:

Additional meetings (on-site or virtual)	\$1,000/day (\$500 min.) plus travel expenses
Additional full background reports	\$350/report
Certified Emotional Intelligence Assessment	\$400/assessment
Integrity Testing	\$50/person
Later hiring additional candidate ¹	\$5,000/candidate

Payment Terms

Columbia ltd bills the all-inclusive professional fee in three, equal monthly installments. The first invoice is due at the time the professional services contract is approved, serving as a retainer before Columbia provides any executive recruitment services. The second invoice is delivered approximately 30 days after the Kickoff Meeting, the third invoice 30 days after that. All invoices are payable on receipt. If any invoice remains unpaid within 30 days of receipt, Columbia ltd reserves the right to suspend all services until payment in full is received. Additional services and costs, if any, will be billed in due course.

Insurance

Columbia ltd carries Commercial General Liability Insurance (Businessowners: \$1,000,000/each, \$2,000,000 aggregate; E&O/Professional Liability: \$1,000,000/each, \$2,000,000 aggregate) through Hiscox Insurance Company, Inc. Automobile liability insurance is provided by Farmers Insurance (\$250,000 / \$500,000 Bodily Injury, \$100,000 Property Damage). In addition, Columbia ltd provides additional liability coverage through an umbrella policy with Farmers Insurance (Occurrence/Aggregate \$1,000,000/each). Workers compensation insurance is provided by Pinnacol Assurance of Denver, CO, for Columbia employees. Proof of insurance will be provided upon request. Documentation and Certificates of Insurance listing Park City as an additional insured provided on request.

Good Standing

Columbia Consulting, Ltd. is a limited liability company registered with the Colorado Secretary of State, operating under the registered trade name, Columbia ltd. The associated certificates of good standing are attached to this proposal.

¹ Due only if Park City hires any candidate recommended by Columbia ltd for another position with Park City no later than one year after the first date of employment of the City Manager.

GUARANTEE

Placement Guarantee

If a candidate recommended and placed by Columbia ltd (external candidates only) leaves your employment ***for any reason within the first year*** (exceptions: serious illness, disability, or death; layoff, or position elimination due to reduction in force or budget shortfall; or promotion to another position within the organization), we guarantee to reopen and conduct the recruitment again at no additional professional fee beyond limited expenses, which will be discussed with you in advance. The first year is measured from the first date of full-time employment with you.

Ethics

Ethics is one of the five Values on which Columbia ltd is built. We are completely committed to ethical conduct in every aspect of every recruitment, without exception. In addition, applicants for City and County Manager positions are expected to adhere to the International City/County Association Code of Ethics throughout the recruitment process.

Good Faith, Transparency, and the Council-Manager Form

Good faith on all sides is fundamental to successful executive recruitment. In every aspect of every recruitment, Columbia ltd operates in good faith and, respectfully, insists on the same in return.

We encourage as much transparency and public engagement as possible. That said, candidate confidentiality is protected by law throughout the hiring process in almost all cases. Columbia ltd obeys all laws pertaining to hiring, open meetings, and public records in every state we operate, including those pertaining to executive or closed sessions, which are essential to effective, competitive recruitment. Last, we respect and support the council-manager form of government, and the constitutional and statutory provisions and home-rule charters that control the local governments we serve.

Reopening the Recruitment

It is extremely rare for the recruitment process either not to produce a successful pool of qualified candidates or not to reach agreement with the Preferred Candidate or an alternate from the Finalist Interview Process. In the unlikely event that this occurs, Columbia ltd would meet with you to discuss all alternatives, as well as the reasons, if any, for this outcome. Presuming that both sides made a diligent, good-faith effort in the first recruitment, and if both sides reasonably agree, Columbia ltd would then reopen the recruitment one additional time, conducting the second recruitment at no additional professional fee, beyond limited expenses, which will be discussed with you in advance.

Diversity, Equity, and Inclusion

Columbia ltd remains committed to diversity, equity, and inclusion in all aspects of every recruitment — without exception.

Columbia ltd does not discriminate on the basis of race, national origin, ethnicity, color, gender, gender identity, sex, sexual orientation, religion, creed, disability, marriage or family status, military status, or age. We are fully compliant with all applicable federal and state employment laws and regulations in all of our recruitments in every state we operate.

More to the point, we are committed to the development of a diverse, equitable, and inclusive workforce and do our best to help all of our clients achieve those goals. A diverse workforce starts with the Candidate Profile and the candidate pool. We go beyond conventional recruitment tools and use talentally (fka Professional Diversity Network) (and their eight affinity sites) and other tools to construct as diverse, inclusive, and equitable a candidate pool as possible. We ask our clients to consider unconscious bias before and during the Recommendation of Candidates meeting, and encourage the use of bias-awareness training as part of every Finalist Interview Process.

CLIENT REFERENCES

Please feel free to contact any of the following current and recent clients to inquire about their experience with Andrew Gorgey as lead recruiter.

City of Steamboat Springs, CO – City Manager (2024-25)

Gail Garey, Council President
(970) 846-9897, ggarey@steamboatsprings.net
Joella West, Council Pro Tem
(323) 761-0661, jwest@steamboatsprings.net
Gary Suiter, City Manager (ret.)
(970) 274-0176 (direct)

Town of Vail, CO – Town Manager (2022), Library Director (2024)

Krista Miller, Director of Human Resources, Safety & Risk Management
(970) 477-3512, kmiller@vailgov.com

Town of Telluride, CO – Town Manager (2017, 2022, and 2024), Chief Marshal (Police Chief) (2019), Water and Wastewater Division Manager (2020), and Public Works Director (2022)

Teddy Errico, Mayor
(970) 708-5959, terrico@telluride-co.gov
DeLanie Young-Tapson, Mayor of Telluride at the time of multiple recruitments
(970) 799-4430 (cell), (970) 508-4471 (work), dtapson@telluride-co.gov

Summit County, UT – County Manager (2022)

Chris Robinson, Summit County Council
(801) 599-4397, cfr Robinson@summitcountyutah.gov
Tom Fisher, former Summit County Manager (familiar with Andrew Gorgey and Columbia ltd)
(970) 640-1757, tomf@townoffrisco.com
David Warnock, Human Resources Director
(435)-336-3247, dwarnock@summitcountyutah.gov

City of Prescott, AZ – City Attorney (2022), City Manager (2024)

Branden Nunez, Human Resources Director
(480) 650-4898, branden.nunez@prescott-az.gov

City of Fruita, CO – City Manager (2024-25) (recent recruitment)

Matthew Breman, Mayor
(970) 314-5991, mbreman@fruita.org

San Miguel County, CO – County Manager (2019), Planning Director (2018), and San Miguel Regional Housing Authority – Executive Director (2019), County Attorney (2024)

Commissioner Lance Waring
(970) 708-0629, lancew@sanmiguelcountyco.gov
County Manager Mike Bordogna
(970) 708-8648, mikeb@sanmiguelcountyco.gov

Salt Lake City Corporation, UT – Transportation Division Director (2017), City Engineer (2018)

Mike Akerlow, Deputy Director, Department of Community and Neighborhoods
mike.akerlow@slcgov.com
Transportation Division Director Jon Larsen
(385) 266-0988, jon.larsen@slcgov.com

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Columbia Consulting, Ltd.

is a

Limited Liability Company

formed or registered on 12/30/2016 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20161889909 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 09/10/2025 that have been posted, and by documents delivered to this office electronically through 09/12/2025 @ 13:09:08 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 09/12/2025 @ 13:09:08 in accordance with applicable law. This certificate is assigned Confirmation Number 17681355 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF TRADE NAME

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office, a Statement of Trade Name for:

Columbia Ltd

(Entity ID # 20208128981)

was filed in this office on 12/30/2020 with an effective date of 12/30/2020 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 09/10/2025 that have been posted, and by documents delivered to this office electronically through 09/12/2025 @ 13:09:43 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 09/12/2025 @ 13:09:43 in accordance with applicable law. This certificate is assigned Confirmation Number 17681357 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

Summit County, Utah
COUNTY MANAGER

Photo courtesy of Tom Smart





SUMMIT COUNTY

About 80% of Utah’s population lives in the Wasatch Front, an area geographically defined by the Wasatch and Oquirrh Mountain ranges, stretching north from Salt Lake City to Ogden and Logan, and south to Provo. Just 20 miles to the east of the Salt Lake City metropolitan area, into and through the Rocky Mountains along I-80, sits historic and internationally-renowned Summit County, part of a region known as the Wasatch Back.

The world came to Summit County (pop. 42,910, 1,882 sq mi) in 2002 for the Winter Olympics, still home

to host venues such as Park City Mountain, Deer Valley Resort, and the Utah Olympic Park. (A bid for the 2030 games is likely.) Likewise, Hollywood and the rest of the international film world descend on Park City and Summit County for two weeks every January for the Sundance Film Festival.

Park City’s primary reputation is as an international ski resort destination, home to Park City Mountain, Canyons Village, and Deer Valley (no snowboards) resorts. The tourism economy swells the county population to over 100,000 at peak times. Park City is also a much-coveted address, so much so that residents of the Snyderville Basin (and second-homeowners) to the north claim it, even though they actually live in unincorporated Summit County and receive many traditional municipal services from the county and various service districts (water, recreation, etc.).

Yet for all the attention the western side of the county receives, Summit County’s identity rests equally in the historical mining and agricultural roots of its eastern half. In the east, Coalville (county seat) and Henefer to the north, and Francis, Kamas, Marion, and Oakley (with its famous Fourth of July Rodeo) to the south, as well as the multiple unincorporated communities around them, have all retained their agrarian character. Farms and ranchlands offer a simpler, rural way of life and a small town feel, which is fiercely protected by the residents here and are in many ways the opposite of the upscale, urbanized lifestyles to the west. County leaders observe Summit is like two counties in one, full of economic and cultural diversity.

Summit County residents enjoy outdoor activities year-round, including skiing, golfing, cycling,

mountain biking, fishing, boating on Rockport and Echo Reservoirs, hiking, camping, and more. Park City’s historic Main Street offers upscale shops, boutiques, and dining, while the Town Lift (chair lift) offers a leisurely ride up the mountain to spectacular views below. The Eccles Center offers performing arts and cultural events.

Three school districts serve the county, and parents may also choose from several private and Montessori schools. Intermountain Park City Hospital includes a cancer center, and many major hospitals are nearby in Salt Lake City. Utah State University operates a campus extension at the Swaner Preserve and EcoCenter in Kimball Junction, a commercial hub in Summit County. Salt Lake City’s urban amenities and world-class culture, and Salt Lake City International Airport are all about 30-45 minutes away.

For more information, please visit <https://www.summitcounty.org>.

COUNTY ORGANIZATION

Founded in 1861, Summit County has been governed by a county council since 2009. In 2008, residents voted to change their three-member county commission to a five-member county council and adopted the council-manager form of government. Council members are elected to four-year, staggered terms, without limit. The other county elected officials are the assessor, attorney, auditor, clerk, recorder / surveyor, sheriff, and treasurer. The county council hires the county manager. The adopted FY 2022 Budget (calendar year) includes a \$66 million operating budget supporting 360 full-time employees, \$49 million in special revenue, and \$23.3 million in capital expenditures.

Issues facing Summit County include: smart growth and all

QUICK FACTS

Population	42,910
Size	1,882 sq mi
Elevation (Coalville)	5,577 ft
Elevation (Park City).....	7,000 ft
FY 2022 Budget	\$66M Operating, \$49M Special Revenue, \$23.3 Capital
FY 2022 FTE:.....	360

related impacts and pressures, including affordable and workforce housing, short-term rentals, increased service demands, traffic, transportation, and infrastructure; climate, water quality, and environmental sustainability (targets of 100% renewable energy and zero carbon); administration of the open space advisory committee and their politically sensitive mission of spending nearly \$50 million in bond proceeds for open space; employee recruitment, retention, and succession planning; diversity, equity, and inclusion; growth and maturation of the High Valley Transit District and its services, including bus rapid transit; and ongoing issues created by ever-changing demographics, where new arrivals mix with families and relationships that are generations old. The east and west sides of the county have separate planning commissions. Uniquely, the majority of the county's population lives in its unincorporated areas.

COUNTY MANAGER POSITION

Summit County has enjoyed enviable stability in the county manager position with only two persons in the role since 2009, neither for fewer than five years. This career opportunity is available with the departure of highly successful and well-regarded County Manager Thomas Fisher, who served for over 7.5 years. All county council members and most

Photo courtesy of Tom Smart



of the county's elected officials, directors, and department heads contributed to the preparation of this document.

With an office in the historic county courthouse in Coalville, the county manager is the county's chief executive officer, oversees the day-to-day business of the county, and manages more than two dozen department heads, including building, communication and public engagement, economic development, health, library, planning and zoning, public works, and transportation, among others. The county manager is the county's budget officer.

The county manager plays an important role in building and maintaining positive, effective, and collaborative relationships with the county's elected officials, municipalities, Vail Resorts (owner of Park City Mountain) and other stakeholders, school districts,

citizen and civic groups, the large nonprofit community, and all of its residents, from Fortune 500 executives to farmers.

Minimum qualifications include a four-year degree in public administration, business management, finance, or a similar educational degree, such as a master's degree in public or business administration, and five years of experience as a county or municipal government administrator. Summit County may also consider any suitable combination of experience, education, and career history. Residency in Summit County throughout job tenure is required.

The Summit County Code requires the county council to appoint a five- to nine-member selection committee to interview candidates for the county manager position and to submit a list of at least three names to the county council for

WHAT HAPPENS WHEN

Absent unforeseen circumstances, the recruitment will follow the schedule below. Be mindful of the filing deadline and final interview dates, which are unlikely to change.

SCHEDULE

Filing Deadline:	October 10, 2022	Semi-Finalist Interviews (Zoom): . . .	November TBD
Preliminary Interviews:	October 18-19, 2022	Finalist Interview Process (In person):	November TBD
Recommendation of Candidates: . .	October 24, 2022		

consideration. The county council then interviews the recommended candidates and appoints the county manager.

THE IDEAL CANDIDATE

Summit County's next county manager is an experienced, innovative, and visionary leader and an effective manager, who appreciates the county not only as a world-class destination, but as their home. The ideal candidate will embrace the challenges and corresponding rewards of living in this unique county and its dichotomy between an international ski resort destination known for affluence, exclusivity, and more liberal values to the west, and a collection of smaller communities, all rural, agricultural, and conservative by history and culture to the east. The county manager must be credible, effective, and completely comfortable, regardless of the setting or audience within the county. Steady temperament, thick skin, strong work ethic, integrity, and a commitment to ethics and transparency are required. Engagement with the community, personal and professional, is expected.

The successful candidate is innovative and professional, with the ability to manage up, down, and out. She or he is able to balance the many aspects of being an effective county manager, including regular interactions with the local media.

The ideal candidate has command presence, expert negotiation skills, and enough legislative acuity and proficiency to navigate effectively the county's complex relationships with the state's legislature and major departments.

The ideal candidate is a strategic and tactical thinker with good business sense and considerable experience in finance, planning and development, major capital projects, and managing budgets. The next county manager is a true public servant, committed to providing excellent customer service to Summit County's residents and visitors. She or he is proactive, unflappable, adaptive, and thinks well on their feet.

The successful candidate is diplomatic, studiously apolitical, and free of ego. She or he has expert-level inward- and outward-facing communication skills. The ideal candidate is a team-builder with a collaborative problem-solving ability, emotional intelligence, and superior skills with people and relationships. The next county manager is an active listener, who is open to creative solutions from inside or outside the organization.

The ideal candidate has the ability to motivate, develop, and inspire county employees, and mentor department heads. The next county manager is unafraid of hard decisions, and appropriate

TOTAL COMPENSATION

The hiring range for this position is \$185,000 to \$210,000, and appointment will be made depending upon the qualifications and experience of the selected candidate. In addition, the following benefits are provided: medical, dental, life, AD&D, and short- and long-term disability insurances; Health Care and Dependent Care Flexible Spending Accounts; Health Savings Accounts (generous employer contribution); and various EAP programs. Summit County has programs that pay the medical and dental premiums in full. Retirement benefits are offered through Utah Retirement Systems. This position enjoys paid time off, sick leave, and paid holidays. The county provides a vehicle for the county manager's use. Relocation assistance and possible additional incentives subject to negotiation.

risk-taking, and has the ability to say "no" firmly, but tactfully, and at the appropriate time. She or he does not micromanage, is committed to meaningful employee engagement, and fosters a positive, respectful workplace culture.

APPLY

To be considered for this excellent professional opportunity, please email only your cover letter and resume to apply@columbialtd.com, naming your files Last.First.CL and Last.First.Resume. Receipt of your submittal will be acknowledged within two business days. All applicants will be updated on their status following the Recommendation of Candidates.

If you have any questions regarding the recruitment process, or this opportunity, please feel free to call Andrew Gorgey directly at (970) 987-1238. For more information, visit the Columbia Ltd website: <https://columbialtd.com>.

Town of Vail, Colorado
TOWN MANAGER





VAIL, COLORADO

The Town of Vail, Colorado, is a premier international ski and resort destination, one of Colorado's crown jewels, and a spectacularly beautiful mountain town that many have called home since its founding. Nestled in a pristine, aspen-lined valley along the banks of Gore Creek in the White River National Forest, Vail (pop. 5,479, area 8.3 sq mi, elev. 8,150 ft) is prized the world over for its excellence, sophistication, and commitment to its core values, such as environmental stewardship, conservation, and sustainability. Even though the daytime population swells to 35,000 in-season, the town maintains a friendly, small-town feel.

Vail's founders have ties to the 10th Mountain Division during World

War II. After years of carefully searching for the perfect location, they opened a ski resort on Vail Mountain in 1962. Residents quickly incorporated the town in 1966. From the beginning, Vail's founders dedicated themselves to quality and service and envisioned a series of highly ambitious goals for the resort and the town. Through committed hard work over time, they met and exceeded all of these goals. For example, Vail has hosted the FIS Alpine World Ski Championships three times and has established itself as one of the premier mountain resort communities in the world. Vail is the first certified sustainable destination in the United States (Global Sustainable Tourism Council). St. Moritz, Switzerland; St. Anton, Austria; and San Miguel de Allende, Mexico are sister cities.

Today, Vail is a true community and a thriving alpine town, full of world-class culture, diverse shops and restaurants, and abundant amenities, including public art. Residents and visitors enjoy a high quality of life, ample town-owned open space, 5,289 skiable acres, outdoor recreation in every season, 17 miles of recreation paths including the Gore Valley Trail, special events year-round,

an outdoor amphitheater named for Vail's most famous resident, President Gerald R. Ford, and the Betty Ford Alpine Gardens, the highest botanical gardens in the world. The Vail Recreation District manages area parks, the John A. Dobson Ice Arena, and the Vail Golf Course (18 holes). The Vail Interfaith Chapel serves many denominations, and the Vail Public Library is a community treasure.

Located 97 miles west of Denver along I-70, Vail is about two hours from Denver International Airport. The Eagle County Regional Airport serves the town. Major employers and stakeholders include Vail Resorts, Vail Health Hospital, the U.S. Forest Service, the Colorado Department of Transportation, Eagle County, the Vail Chamber and Business Association, and the Vail Valley Foundation, among others. The Steadman Clinic provides elite sports medicine treatment.

For more information about the Town of Vail, please visit <https://www.vailgov.com>.

TOWN ORGANIZATION

Vail operates under a home-rule charter (1972) and a council-manager form of government, including a seven-member town council. Citizens vote on a majority of town council (four council members) every two years, with the top three vote-getters winning four-year terms, and the fourth-highest winning a two-year term. All are limited to eight consecutive years of service. Council members then elect the mayor and the mayor pro tem from within their number every two years. Held in November of odd-numbered years, elections are nonpartisan. Several council members have parents or grandparents, who either served on town council themselves, or played a role in founding the town.

QUICK FACTS

Population	5,479
Size	8.3 sq mi
Elevation	8,150 ft
FY 2022 Budget	\$81.2M (CIP \$21.1M)
Projected Reserves.....	\$90.6M
FTE	350

Municipal services include police and fire protection, public works, community development, economic development, library, housing, and the town bus service, one of the largest free transportation systems in the country. The FY 2022 Budget is \$81.2 million (\$57.7M municipal services, \$21.1M capital, and \$2.4M debt service), supporting 350 FTE.

Boards, commissions, and advisory groups, such as the Vail Economic Advisory Council, the Vail Local Housing Authority, Vail Local Marketing District Advisory Council, the Planning and Environmental Commission, and many others all play an important role in the town.

Nuanced and complex issues facing the town include continuing to navigate the post-pandemic environment, completion of the Residences at Main Vail project, balancing growth with environmental stewardship through creation of a Destination Stewardship Plan, affordable and workforce housing, carrying capacity, employee recruitment and retention, the Civic Area Plan, the West Vail Master Plan and the potential formation of a regional transportation authority. Vail is taking proactive steps to mitigate risks in the natural environment, such as wildfire and threats to wildlife. Last, strengthening the town's relationship with Vail Resorts is a critical need and continues to be challenging – the town recently announced its intent to condemn property owned by the ski company.



TOWN MANAGER POSITION

The mayor, all council members, the acting town manager, and the town's leadership team collaborated on the preparation of this document. Since 1966, Vail has had only six town managers.

Working at the direction of the town council, the town manager is the chief executive and administrative officer of the town, responsible for the proper administration of the town's affairs day-to-day and for carrying out her or his duties as set forth in the town charter.

A four-year degree in a relevant field of study, preferably in public administration, business administration, or a related field; at least five to ten years of progressively responsible experience in local government, including at least five as a municipal manager, deputy, assistant, or major department head; or any equivalent combination of education and experience are all

required. Graduate study in public administration or a related field, experience serving mountain or resort communities, and breadth of managerial experience (personnel, budgets, finance, capital projects, public relations activities, etc.) are all preferred. The town council is receptive to candidates with additional or comparable experience in the private and nonprofit sectors.

THE IDEAL CANDIDATE

Vail's next town manager is a calm, emotionally intelligent, and experienced leader, who appreciates Vail not only as a premier world-class ski destination and a Colorado state treasure, but also as the small-town mountain community it still is, and as her or his home. The ideal candidate is rushing to embrace the challenges, and corresponding rewards, of managing this one-of-a-kind community, including interactions with well-educated, highly-engaged

WHAT HAPPENS WHEN

Absent unforeseen circumstances, the recruitment will follow the schedule below. Be mindful of the filing deadline and final interview dates, which are unlikely to change.

SCHEDULE

Filing Deadline:	July 11, 2022	Recommendation of Candidates:	August 2, 2022
Preliminary Interviews:	July 25-26, 2022	Finalist Interview Process:	August 10-12, 2022

residents, who routinely study town council meeting packets in depth. A strong work ethic, integrity, and a commitment to ethics and transparency are required.

The ideal candidate has well-developed interpersonal skills, including the sophistication and courage to navigate and balance the



passionate personalities on the town council, and the ability to guide the council as a group. This includes being politically astute but apolitical, and the courage to say “no” when called for, firmly but politely.

The successful candidate builds bridges and thrives on collaboration. The next town manager is skilled at creating and maintaining effective relationships in every context: with state and

local and partners, the town’s resort, hospitality, and small business communities, environmental groups, founding families, new residents, and the visitors and patrons, who are the lifeblood of the town. The ideal candidate has expert-level inward- and outward-facing communication and presentation skills, and the ability to relate to persons from every walk of life.

Because Vail was built on exceptional guest service and insistence on quality, the next town manager must have a proven track record in these areas. She or he must help maintain the dynamic equilibrium between the resort experience and community well-being, both of which are important, and interconnected.

The ideal candidate has considerable experience in public sector finance, budget development and management, and grants, as well as good business sense and effective negotiation skills. He or she will manage a flexible, post-Covid workplace.

The successful candidate is an effective manager, who ensures staff provides town council with all information needed to make timely, informed decisions, and the best choices based on all reasonable options. She or he is an effective leader, who inspires the leadership team and maximizes cross-departmental functionality and collaboration. The ideal candidate is proactive, results-oriented, and

fully engaged, a problem-solver.

To be successful, the town manager must be level-headed, empathetic, patient, and free of ego, fully embracing the public service nature of this role. She or he is quietly confident and listens actively. The ideal candidate has a sense of humor and avoids micromanagement.

Total Compensation

The annual salary range for this position is \$200,000 to \$235,000, and appointment will be made depending upon the qualifications of the selected candidate. In addition, the following benefits are provided: medical, dental, life, AD&D, and long-term disability insurances; flexible spending accounts (health care, dependents); and various EAP programs. Retirement benefits customary to the position are offered: 401(a) automatic, and 457(b) optional. This position enjoys paid vacation, sick leave, and holidays. Relocation assistance and use of the town manager’s residence (a house owned by the town) are subject to negotiation.

APPLY

To be considered for this excellent professional opportunity, please email only your cover letter and resume to apply@columbialtd.com, naming your files **Last.First.CL** and **Last.First.Resume**. Receipt of your submittal will be acknowledged within two business days. All applicants will be updated on their status following the Recommendation of Candidates.

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PARK CITY COUNCIL MEETING MINUTES - DRAFT

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

August 25, 2025

The Council of Park City, Summit County, Utah, met in open meeting on August 25, 2025, at 5:00 p.m. in the Council Chambers.

SPECIAL MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Bill Ciraco 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
Council Member Ryan Dickey	Excused

II. WORK SESSION

1. Discuss Design and Strategy Preferences for the Bonanza 5-Acre Site Redevelopment:

Steve Swisher and Lisa Swisher, GTS Development, Joel Jennings and Van Lewis, Method Architecture, and David Brint and Carly Brinla, Brinshore Development, presented this item.

Steve Swisher reviewed this was a meeting to create a shared vision for the mixed-use development. Today they wanted to explore the opportunities and at the next meeting they would provide options for the Council to consider. He stated there was great feedback from the questionnaire they gave to the Council members. The site had 2.99 acres of buildable area. They proposed a drop-off area at Munchkin since that was a calmer street. They also planned for a transit stop on Bonanza with a major crosswalk. He noted they met with staff as they prepared these proposals. They would incorporate pathways and open space within the site. Swisher indicated they wanted to create a

1 sense of place. This was a gateway into the City and he wanted this to be an impactful
2 first impression. Council Member Parigian felt the area should be for the local
3 community and should include arts. He didn't want to see a building on the corner of
4 Kearns and Bonanza. He liked where the proposal was headed. Council Member Toly
5 liked keeping that corner open and she wanted the site to have a mountain town feel.
6 Council Member Rubell liked the picture examples and thought those were good
7 community uses. He asked if the parking garage could be built ahead of the rest of the
8 project. Brint stated the parking would be partially funded with tax credits so it would not
9 be feasible to do it as a separate project. Council Member Rubell asked to talk about it
10 further at the next meeting. Brint stated they would need to know how big the project
11 would be before sizing the underground parking lot. Regarding the density, Council
12 Member Rubell preferred a lower density design. He asserted for-profit and non-profit
13 spaces were not the focus, but rather the focus was on uses, such as an arts space.
14 Council Member Ciraco asked the team to think about how the site would be oriented:
15 whether to a drive by experience or a pedestrian experience. That would give insights
16 into orienting buildings and site views. He wanted to draw people in. Brint clarified
17 Council Member Ciraco was requesting a pedestrian oriented site and noted when
18 people drove by, there should be features that would draw them in too. Council Member
19 Ciraco liked street trees, but felt that if the site was too shrouded, drivers would just
20 pass by.

21
22 Swisher indicated this site would include places to live, work, and play. Mayor Worel
23 stated this site would need to have a unique character. Main Street was the City's jewel
24 and she wanted this site to complement Main Street and not compete with it. Swisher
25 added the site had a gentle slope and the parking garage would slope at the same
26 degree. Council Member Toly asked for some steps so people could eat at different
27 levels. Swisher suggested some tiered grass in the open space. There was discussion
28 on a playground at the site and Council Member Toly noted something could be
29 installed that was fun and functional but not designated as a playground.

30
31 Swisher summarized he heard mountain town identity and architectural design, and to
32 be locally focused. The Council wanted a site that supported active mobility, and
33 included neighborhood and community-oriented programming, with a balance of
34 softscape and hardscape. Council Member Rubell stated he didn't mind if outside
35 people came to town, but he wanted vibrancy in this area. Brint indicated the bigger the
36 size of the event space, the more people who would be attracted to the site.
37 Restaurants would also attract people. Council Member Rubell clarified the goal for the
38 site was to have an inviting community gathering space where all would feel welcome.
39 Swisher indicated the type of event would determine who would attend. Council
40 Member Parigian stated there would be events but not a party scene since people
41 would live there as well.

42
43 Swisher displayed examples of housing and commercial designs that could blend in a
44 mountain town or that would bring out the mining history. Council Member Parigian
45 suggested having different designs for each building on the site. Council Member Ciraco

1 stated every building could be different or one building could have varied sections. He
2 supported variation in design. Brint indicated there would be enough buildings on the
3 site so variation could be incorporated. Council Member Rubell envisioned a vibrant first
4 floor. Council Member Toly liked the pitched roofs and colored buildings. She hoped
5 some units would have balconies. Council Member Toly suggested having rooftop
6 gathering space for some commercial buildings.
7

8 Swisher referred to the community open space and stated that was a space that would
9 be programmed. He suggested creating a splash pad/ice rink combo so it would be
10 used all year round. There would be room to do a lot of different things in the space.
11 Council Member Rubell didn't want to get into specifics at this point of the conversation.
12 Council Members Ciraco and Toly liked the idea. Council Member Toly supported family
13 friendly activities. Council Member Parigian preferred having a splash pad at City Park.
14 Mayor Worel liked having a splash pad because it would attract families. Swisher
15 indicated they would bring it back as an option. Swisher displayed examples of
16 streetscapes and reviewed different options. He noted it would be important to have
17 signs on the storefronts so people would know what was in there. Mayor Worel referred
18 to the transit lane and asked them to work with the Transit Team on transit for this site,
19 to which Swisher affirmed.
20

21 Swisher stated they planned for 23,000 square feet of retail and more space for daycare
22 and arts. Council Member Rubell did not want to earmark tenant spaces before the uses
23 were identified. Swisher agreed and stated the commercial space was all intended to be
24 market rate space. Council Member Parigian noted there were 23 restaurants in the
25 area and he didn't want this project to compete with them. Katie Wilking, Berkshire
26 Hathaway, and Swisher explained this would not be full of restaurants, but a few were
27 needed to activate the space. Council Member Toly supported market rate commercial
28 for the 23,000 square feet that was planned. Council Member Rubell stated a daycare
29 might not be needed onsite since EngineHouse would have a daycare a couple of
30 blocks away. He didn't want to commit to that if it wasn't needed. He also asked that
31 arts be woven throughout the site. Swisher explained that an onsite daycare was helpful
32 if they wanted to receive LITHC funding.
33

34 Swisher discussed the site plan and proposed opening the north end of the site for open
35 space. This would give the site 70% open space and 2.3 acres of programmable space.
36 Council Member Parigian didn't want open space next to Kearns. Swisher stated there
37 would be 20 feet of landscape between the street and the grass. Council Member
38 Parigian thought there would be noise from trucks and buses. He preferred the green
39 space at the south end of the site. Council Member Toly preferred having the open
40 space in the middle of the site. Council Member Rubell stated the Council should set the
41 strategy and that was to have a low-density site. He thought this was missing the
42 strategy. He felt the site plan was too dense. Council Member Ciraco agreed Kearns
43 was busy and he didn't want the site open to that street. Council Member Parigian didn't
44 like the breezeways between the buildings. Swisher stated elevators were required for

1 every building and they had to go all the way to the parking garage. Having those
2 bridges would require fewer elevators.

3
4 Swisher reviewed that the rendering presented in the RFP included all four-story
5 buildings, but he indicated if they made all the buildings three levels, then they would
6 have 106 residential units. They could also have one four-story building for additional
7 units. Brint noted the direction in the RFP was to maximize housing, but it sounded like
8 the Council was now not in favor of that, and he indicated that could be an advantage
9 for them. They asked how many units the Council wanted. Council Member Parigian
10 wanted the site to be a housing area. If the units were less than 150, it would be a
11 different development. Council Member Toly never wanted this site to only be for
12 housing. She didn't want this site to feel like someone's neighborhood. She hoped to
13 see some attainable housing in the mix for police officers, fire fighters, etc. Council
14 Member Rubell preferred to have mixed building heights and have units for mixed
15 incomes. He wanted a community on this site. He wanted to prioritize community
16 workforce housing in order to provide for health, safety and welfare workers, as well as
17 those taking care of the community. Council Member Ciraco wanted to see a vibrant
18 mixed use and he wanted a scale of structure to accommodate the commercial uses so
19 this would be a vibrant area. The housing would help with the vibrancy. He didn't know
20 the exact number, but if the number was lower, they could create more units in another
21 housing project. His main priorities were vibrancy and mixed use. He knew this housing
22 product would not appeal to all people and hoped to get some advice on who this site
23 would attract. Mayor Worel had concerns with making this project dense since the
24 intersection was failing and HOPA was building 300 residential units diagonally from this
25 project. She indicated if there was a need to evacuate the town, it would be hard to get
26 people out through this area with such a high residential density. She didn't have an
27 exact number of desired units, but she wanted to minimize the residential units. Council
28 Member Toly asked the consultants to look at other affordable projects in town to see
29 how long the waitlist was and what AMIs were needed. Brint stated they had not done a
30 thorough market rate study, but in their other projects, the larger units with more
31 bedrooms were the first to lease. Larger units took up more space, but one-bedroom
32 units were not leasing as quickly as they used to. He noted looking at waitlists didn't
33 help but he would look at what types of units had been consistently leased. He indicated
34 he would do some surveys on housing before the next meeting.

35
36 Swisher indicated the parking garage could hold 316 stalls but if the residential units
37 were reduced, they could reduce the number of stalls. Council Member Rubell asked to
38 build as many stalls as possible because people could park here and take other forms
39 of transit. Council Member Rubell asked them to look at a two-level parking garage.
40 Council Member Toly noted nothing had been done to fix the intersection and she didn't
41 know if all those parking spaces could work. Council Member Rubell asked the
42 consultants to bring back information on more parking. Swisher noted that for them to
43 maintain parking, it would have to be paid parking.

1 It was indicated they would come back on September 5th with a tentative site plan and
2 listen to feedback. Council Member Rubell asked to see more about incubator tenant
3 spaces.

4
5 **IV. ADJOURNMENT**

6
7 With no further business, the meeting was adjourned.
8
9

10

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

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

August 26, 2025

The Council of Park City, Summit County, Utah, met in open meeting on August 26, 2025, at 2:15 p.m. in the Council Chambers.

Council Member Toly moved to close the meeting to discuss property and advice of counsel at 2:26 p.m. Council Member Parigian seconded the motion.

RESULT: APPROVED

AYES: Council Members Parigian, Rubell, and Toly

EXCUSED: Council Members Ciraco and Dickey

Council Member Ciraco arrived at 2:35 p.m.

CLOSED SESSION

Council Member Ciraco moved to adjourn from Closed Meeting at 3:11 p.m. Council Member Toly seconded the motion.

RESULT: APPROVED

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

EXCUSED: Council Member Dickey

WORK SESSION

Building, Planning, and Engineering Fee Study:

Hans Jasperson and Jed Briggs, Budget Department, and Michael Coon and Maria Skrut, TeamZac consultants, presented this item. Jasperson indicated a cost-of-service study was performed. The last study was performed in 2010, and the results of the study were incorporated into the fee schedule over a three-year period. He noted most of the fees did not fully recover the cost for those services. Skrut noted a few errors in the appendix that were corrected. She reviewed the methodology for the departments so she could analyze time spent for work performed. She stated there were three new fee types for building permits: Single Family, Multi-Family, and Commercial.

Coon highlighted changes for Planning Department fees. They implemented the "Other Plan Review" category and he stated there would be a per hour fee for that service. He

1 indicated master planned development (MPD) and conditional use permit (CUP)
2 extensions would be charged 50% of the original fee. He recommended phasing the
3 new fees into a three-year plan since the new calculations were significantly higher than
4 current fees. Coon also stated Engineering fees would be similarly structured.

5
6 Council Member Rubell indicated the data showed that the revenue declined over three-
7 years and asked if there was a plan to increase that. Coon stated Planning and
8 Engineering fees would increase revenue but Building fees would decrease revenue.
9 Briggs stated the study was done before the budget was adopted so the decreased
10 revenue was incorporated into the budget. He thought it was reasonable to right size the
11 fees to match the expenses. Council Member Rubell asked if staff would be reduced
12 since permits were expected to be reduced. Briggs stated construction costs had
13 increased dramatically which raised fees, but that revenue was inconsistent with the
14 cost to perform the work. The fee reduction would balance the cost with the work
15 performed.

16
17 Council Member Toly asked about the proposed 25%-50% cost recovery for the Historic
18 District. Coon stated it was typical for agencies not to shoot for 100% cost recovery.
19 Historic preservation was important to the City and lower fees would incentivize people
20 to participate in the program. Council Member Toly asked why it was increasing to 50%.
21 Rebecca Ward, Planning Director, stated when a historic application was submitted, it
22 often required a plat amendment or steep slope application, so there were several
23 permits needed for a project. They wanted to keep the Historic District application fee
24 lower. Council Member Toly asked why a continuation fee would not be charged to
25 applicants requesting that. Ward stated the Planning Commission discussed this and
26 recommended code amendments to clarify the process on what would be required for
27 an applicant to continue an item. Council Member Toly hoped to see a policy towards
28 that. Regarding road closures, she asked if the fee was for a full day closure or based
29 on so many hours. John Robertson, City Engineer, stated the fee was based on the
30 time it took to process the permit, not the length of the closure. Council Member Toly
31 asked if there was a cost limit restriction in state code. Coon indicated state code
32 dictated only reasonable costs could be recovered.

33
34 Council Member Parigian asked what the hourly calculations entailed, to which Coon
35 explained they were based on salaries, benefits, cars driven, printed items, posting
36 notices, etc., and noted overhead costs were not included in the calculations. Council
37 Member Parigian asked if these proposed fees would be more complicated for people to
38 navigate. Coon indicated no two cities assessed fees in the exact same way. He felt
39 moving to the multiplier would be easier for architects to calculate. Building, Planning,
40 and Engineering fees were always a little complicated, but he felt these would be easier
41 for the community. Council Member Parigian asked how much additional revenue would
42 be received from adopting the new fees, to which Coon stated there would be \$1.7
43 million revenue reduction annually between the three departments. Council Member

1 Parigian asked why the fee structure should change if the revenue would be less, to
2 which Jaspersen stated the City could not charge more than the cost for service.

3
4 Council Members Ciraco, Toly, and Parigian supported phasing in the planning fees.
5 Council Member Rubell wanted to implement the total fees now since this was the
6 actual cost of service. Briggs stated if the total cost was implemented now, the City
7 would not do a new study in two years. Council Member Ciraco asked if the City
8 currently subsidized the fees to which Briggs affirmed. Mayor Worel summarized the
9 majority of Council preferred phasing in the new fees.

10
11 **Water Impact Fee Discussion:**

12 Clint McAfee, Public Utilities Director, reviewed the proposed fee adoption, amount, fee
13 relief, and timeline for moving forward. He noted impact fees protected the City from the
14 impacts of growth.

15
16 Harrison Holley, Public Utilities Engineer, explained the Water Impact Fee summary of
17 permits since 2019. McAfee indicated the updated fee proposal was mainly because of
18 the new 3Kings Water Treatment Plant and related infrastructure costs. He displayed
19 the maximum recommended fee and indicated the Council could adopt any amount up
20 to the maximum amount.

21
22 Council Member Parigian asked how the new water treatment plant affected the fees, to
23 which McAfee stated the plant increased water capacity. New applications would
24 require additional capacity, and the plant was able to handle it. It was built for existing
25 customers and future growth. Council Member Parigian stated a new restaurant would
26 bring the City more sales tax revenue and he thought that could be a cost offset.
27 McAfee indicated sales tax revenue could not go into the Water Fund. Council Member
28 Parigian thought an increase in water impact fees would lower water rate increases in
29 the future, to which McAfee agreed and clarified it would offset costs.

30
31 Council Member Toly asked what the deficit would be if businesses were not included in
32 the impact fee increases. She felt impact fees could deter small businesses from
33 coming to the City. McAfee noted the impact fee revenue would increase with this
34 adoption. Council Member Rubell stated the water treatment plant was expensive to
35 build and was reflected in the impact fees as well as water rates. He asked what could
36 be done to offset the costs. McAfee indicated the Council could adopt a fee less than
37 the maximum recommended amount, which would put more of a burden on rate payers,
38 and then figure out a way to reduce that burden. Council Member Rubell asked how that
39 could be addressed from a policy perspective and noted he didn't know what the impact
40 would be to water rates.

41
42 Council Member Ciraco felt both water rates and water impact fees should be solved at
43 the same time. He didn't want to increase rates on the users. Council Member Rubell
44 noted he supported deferred impact fee payments. Council Member Parigian supported

1 discussing impact fees and water rates together. McAfee summarized he would come
2 back to discuss water rates before impact fees were addressed.

3
4 **Review Initial Results of FY2026 Water Rate Changes:**

5 Clint McAfee and Jason Christensen, Public Utilities Department, presented this item.
6 McAfee reviewed the new rates which took place in July. He indicated many homes
7 entered the penalty pricing because it was a dry summer and they might have bigger
8 lawns than their budget allowed, or they might have watered daily instead of the
9 budgeted three times a week. In general, usage rose 9%. He stated it was too early to
10 know if customers would have an annual increase.

11
12 Mayor Worel asked if customers could monitor their usage on WaterSmart, to which
13 Christensen affirmed. Council Member Rubell stated the intent of the rate changes was
14 not to penalize customers who were not water usage abusers. Council Member Rubell
15 asserted that 30% of irrigation customers hit penalty pricing and asked if it was from
16 abuse or because of the dry conditions. He also asked if the turf calculation should be
17 adjusted. Christensen didn't think 30% of customers were abusing their watering. It was
18 hard to stay in the 65% down rate. Council Member Rubell asked if allowing 75%-80%
19 turf was more acceptable. McAfee stated that would be a Council decision and noted
20 65% aligned with 90% of users. Council Member Rubell referred to the rate classes and
21 asked if there was a program to look at the base rate accounts to see the classification
22 of the account. McAfee stated it was in one-acre increments. An addition of a half-acre
23 tier could make sense and he noted there were 30 accounts that could fall into that new
24 tier. Christensen stated it would make sense to look at smaller rate plans on irrigation.

25
26 Council Member Rubell asked what could be done for water users who made landscape
27 adjustments for low water landscapes. McAfee stated they didn't have a temporary
28 relief program, but it had never been a problem in the past. The City manager could
29 allow up to a 20% relief for unusual circumstances, per Section 13-1-2 in the Municipal
30 Code. Christensen stated there was also a leak adjustment policy. Council Member
31 Rubell summarized they could raise the water budget, reduce the highest penalty tier,
32 add irrigation accounts for lots smaller than one acre, make fee adjustments retroactive
33 to July 1st, encourage enrollment in WaterSmart, and grant relief for starting low water
34 landscape establishment. He supported all those suggestions and would support
35 applying them retroactively.

36
37 Council Member Toly agreed with Council Member Rubell's suggestions but did not
38 want to say that people could water as much as possible. She suggested having
39 customers sign up for alerts and commit to not reach the penalty level. Council Member
40 Rubell wanted to set a policy goal and after implementing the rates, they found out it
41 was not in line with the desired goal. Council Member Toly asked if there was data on a
42 summer that was similar weather to this summer and if the usage was the same.
43 McAfee didn't have that data. Council Member Toly requested alerts so people weren't
44 surprised when they got their bill. McAfee suggested lowering the \$75 penalty increase

1 to \$38 for Single Family and Irrigation. This would result in \$1 million in revenue loss
2 annually. This was in addition to the \$1 million loss that was made up by cost cutting
3 within the department. Council Member Rubell asked for an analysis on how to make up
4 that revenue loss. Council Member Ciraco supported Council Member Rubell's
5 suggestions. He asked if customers could set alarms on their water usage, to which
6 Christensen affirmed. Council Member Ciraco asked to make that a requirement for the
7 rebate. He requested another residential tier for 1.25 acres and then a tier for properties
8 above that.

9
10 Council Member Parigian asked if customers could plant native plants and establish
11 them without being penalized. He also asked to give customers penalty free water in
12 drought conditions. McAfee stated customers got maximum water volume per the state
13 recommendation. Council Member Parigian supported Council Member Rubell's
14 suggestions except lowering the penalty tier, but suggested allowing an exception for
15 low-water landscaping or being in a drought season. Christensen recommended that
16 staff should hold billing until the next discussion, to which Council agreed.

17
18 **Discuss Economic Development Grants:**

19 Chris Eggleton, Economic Development Director, presented this item and reviewed the
20 history of the grant program. He noted many businesses were geared towards tourism
21 and varied businesses were desired. Some concerns included the grants would only be
22 a short-term fix or have minimal impact, stronger applicants could out-compete needier
23 businesses, there could be an administrative burden on staff, and the public funding of
24 private businesses could create fairness concerns.

25
26 Mayor Worel asked if there was a repayment clause if the business receiving the grant
27 didn't meet their goals. Eggleton didn't think there was that clause. Council Member
28 Toly asked if the amounts were based on impact or if it was a blanket amount. Eggleton
29 stated the awards were customized. Council Member Toly indicated grants could be
30 awarded to offset impact fees. Eggleton stated they would look at the costs the
31 business would incur to start up and then decide. Margaret Plane, City Attorney,
32 clarified the grant application could ask if a water impact fee was assessed and then
33 that could be a factor in determining the amount of the grant.

34
35 Council Member Parigian asked who would decide which businesses got the grants, to
36 which Eggleton stated in the past it was decided by an internal committee, but the
37 Council could change that. Council Member Parigian noted 37% of the grants went to
38 businesses that failed. Eggleton stated there could have been a benefit of hiring
39 employees during their time in business, so there probably was some benefit. Council
40 Member Parigian didn't think the grants were a good use of money. Council Member
41 Ciraco suggested applying the grants to an economic diversification.

42
43 Council Member Toly stated there were a lot of unknowns, but she was interested in an
44 amount that would make a business successful. She proposed considering other

resources that would help a business be successful. Council Member Ciraco was interested in exploring this further and thought diverse businesses would add to the fabric of the community. Council Member Parigian stated to be an entrepreneur, time had to be put into the business. He didn't think this amount of money would make or break a business. Council Member Rubell supported the grant program and wanted to come up with some options to get more businesses with less barriers to entry. Mayor Worel supported the program and asked to see the original application and data on who had applied in the past. That would give the Council a base to work from moving forward. Eggleton summarized he would look at the past application process and work could be done on eligibility and criteria for awards.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Bill Ciraco 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
Council Member Ryan Dickey	Excused

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Council Member Ciraco noted celebrations were being planned back east for the anniversary of the signing of the Declaration of Independence and he requested that the Special Events and Comms Teams plan something in 2026.

Staff Communications Reports:

1. SR-224 FHWA Wildlife Crossing Grant Application Status Update:

Council Member Rubell stated staff was waiting to see if the grant reopened and he preferred moving ahead on this with or without the grant. Alex Roy indicated they could reduce the scope and use the available budget. All the Council agreed to move forward. Mayor Worel stated she met with the federal lobbyist and he would work on that funding.

2. Bus Stop Improvement Project Update:

Council Member Rubell appreciated this work.

3. 2025 Sundance Film Festival Debrief:

Mayor Worel thanked the City staff who worked hard to make the festival successful.

4. City Manager Recruitment:

Sarah Mangano, Human Resources Director, stated she would use an external recruitment agency for this recruitment unless otherwise directed. She reviewed they would start the recruitment process tomorrow and the job would be posted for 60 days, then the process would close during the holidays. They would start conducting interviews the first of the year. Council Member Rubell preferred accelerating the process. Mangano stated external recruiters for the public sector took longer than the private sector. Council Member Ciraco felt this was a hard position to fill and the sooner it was executed the better.

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

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

Douglas Duditch 84060 referred to articles about the Rail Trail and public input regarding it. At the last meeting, the mayor suggested bringing back the Rail Trail study. He knew some people thought the Rail Trail was dangerous, but he thought life was dangerous. He didn't know of any accidents on the trail. He suggested signage to get people to slow down. He was concerned about the impacts to wildlife and wetlands. He contacted different groups for help with protecting the trail.

Mayor Worel closed the public input portion of the meeting.

IV. CONSENT AGENDA

1. Request to Approve a Five-Year Contract for State of Utah Lobbying Services, in a Form Approved by the City Attorney's Office, with Consult-LEC, LLC Not to Exceed \$120,000 Per Year through December 31, 2030:

2. Request to Approve Resolution 16-2025, a Resolution Proclaiming August 28, 2025, as Arbor Day and Celebrating Park City's 32nd Anniversary as a Tree City USA Community:

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

RESULT: APPROVED

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

EXCUSED: Council Member Dickey

V. OLD BUSINESS

1. Consideration to Approve Ordinance No. 2025-19, an Ordinance Rezoning Approximately 70 Acres between Park Avenue, Kearns Boulevard, Bonanza Drive, and Deer Valley Drive from General Commercial and Light Industrial to Bonanza Park Mixed-Use District, Enacting Land Management Code Chapter 15-2.27 to Implement the Bonanza Park Small Area Plan, Updating the Frontage Protection Zone to Enhance the City's Entry Corridors, Updating Chapter 15-6.1 to Allow Affordable Master Planned Developments in the Bonanza Park Mixed-Use District, and Amending Section 15-15-1 to Define Key Terms:

Rebecca Ward, Planning Director, and Bill Johnson and John Frontero, Planning Commissioners, presented this item. Ward noted redevelopment was frustrating because the City didn't have a vision for the zone. One consistency was the community vision for this area to be a gathering space. She felt this was an opportunity to make this area inclusive for all demographics. She reviewed the goals for this area: mixed-use neighborhood, locally owned businesses, pedestrian and bicycle friendly, inclusive for affordable housing, green, and arts and culture.

Ward explained the project enhancements and noted enhancements could qualify a developer for increased density. She stated the draft code was modified to reduce open space requirements to 20% of the project and an enhancement could be considered if open space was 35% of the project. Other modifications were increased opportunities for parking reductions and grandfathered existing transient uses, hotels. Commissioner Johnson stated the original draft was what the Planning Commission was comfortable with, and they would like to require more open space.

Council Member Toly stated they hadn't talked a lot about commercial maximum square footage and asked why those limits were chosen. Ward stated one purpose for the 15,000 square foot max was that it was per building not per site, and she thought that could break up the massing by limiting those footprints. Council Member Toly asked what the residential to commercial mix was with those limits. Ward indicated the main floor of the buildings would have to be commercial and residential could be above the commercial units. Council Member Toly asked what the Planning Commission recommendation was for the frontage protection zone. Commissioner Johnson stated this would codify the intent, which was 100 feet from the street, and then 30-100 feet with a conditional use permit (CUP). It would also require a step back to soften the visual impact from the road.

1 Council Member Parigian thought an open space reduction could help a developer
2 pencil a project without building higher. Commissioner Johnson stated open space was
3 not just green space. It could be parking space and sidewalks as well. Commissioner
4 Frontero indicated the current requirement was 30% open space, but they reduced the
5 requirement to attract redevelopment. The Planning Commission looked at renderings
6 with 20% open space and there was more shadowing between buildings and narrower
7 spaces. Council Member Parigian wanted a tradeoff with height and open space.

8
9 Council Member Rubell stated traffic would fail and asked if this plan would fix the
10 traffic. Ward stated the key intersections were evaluated by a traffic impact study. The
11 mobility component evaluated peak day traffic, worst case scenario. Under the current
12 code there were no clear reductions to the impacts. The new code would apply
13 implementation strategies to reduce vehicles that would come to the site. Council
14 Member Rubell asked what was being given away to incentivize development. Ward
15 stated developers could propose a height currently. The new code would allow four
16 stories so developers would not request more than that. A parking reduction could be an
17 advantage for the developer, and it would help with traffic. The open space reduction
18 from 30% to 20% was also an incentive. Council Member Rubell asked if anything was
19 done with the shared parking strategy. Ward indicated there were two parts to shared
20 parking. Within a mixed-use project, there would be automatic reductions for applicants
21 due to different peak parking demands. There was also an opportunity for shared
22 parking strategy offsite. Council Member Rubell asked if there was a coordinated plan.
23 Ward stated underground parking for the sites could be connected. Council Member
24 Rubell referred to the grandfathering of existing rights and asked how certain the
25 proposed code was with preserving that property. Ward stated the code would protect
26 the existing structures and uses. New developments would have to follow the new code.
27 She gave examples of maintaining and remodeling a current property to keep it in good
28 condition. If they expanded or demolished it to rebuild, then the new code would apply.

29
30 Council Member Ciraco asked if it was better to look at what could be built there or what
31 was likely to be built there. Ward stated they needed to take worst case scenario into
32 consideration. They also wanted a code that would allow for flexibility in the site design
33 and give project enhancements as the community identified. In the current draft, there
34 was an acreage buffer around boutique hotels, and that number could be modified. She
35 noted that even if it was feasible, that didn't mean it would be done. Commissioner
36 Johnson clarified it was not feasible to build only one hotel. Commissioner Frontero
37 noted there were no mixed-use districts in the City, so this was a first attempt. They
38 looked at comparable cities to get information that would help their decision. They
39 wanted a code that was balanced. He thought the original code should be passed and
40 the market would decide if it needed to be adjusted in the future.

41
42 Mayor Worel opened the public hearing.
43

1 Mary Wintzer stated in all the meetings held on this, nobody said they wanted to kick
2 out existing businesses or housing. She didn't think this code was on target. The
3 EngineHouse development was almost finished and she thought this should wait until
4 they could see the bike and pedestrian impacts of those additional residents.

5
6 Sarah Hall 84060 loved many aspects of the draft ordinance but suggested a few
7 tweaks to make it align with the General Plan. There were too many allowed boutique
8 hotel rooms and residential units. She supported 30% open space. She also wanted to
9 revisit Exhibit C which discussed the standard vulnerability component of the failing
10 intersections. She asserted the feasibility of projects would change as the market
11 changed.

12
13 Jamie Peters 84060 owner at Homestake Condominiums, stated she had a concern
14 with the modified code that protected nightly rentals, and she felt they would not be able
15 to make renovations to remain grandfathered. She didn't want the code approved with
16 lines 1330-1331. She also gave the following eComment: "I want to return to the core
17 issue I raised in July and emphasize it again today: The proposed BPMX code includes
18 misleading and problematic language regarding the treatment of Homestake's short-
19 term rental (STR) rights. On the surface, the new language in lines 1319-1331 under
20 "15-2.27-14 Exempted Existing Transient Uses" may appear to protect existing rights.
21 But when one reads more closely, especially lines 1330 and 1331, which state: Line
22 1330: "These properties may be improved as outlined in Chapter 15-9 Non-Conforming
23 Uses" Line 1331: "and Non-Complying Structures" —it becomes clear that those rights
24 are only conditionally grandfathered and may be removed upon any redevelopment or
25 significant improvement. To the casual observer, this language looks fair. But the
26 moment you examine Chapter 15-9, the implication is unmistakable: Homestake would
27 be placed in a vulnerable, non-conforming category where existing STR rights are not
28 truly preserved. This is especially concerning for a 50-year-old community like ours,
29 where basic upgrades or repairs could trigger a loss of rights. Stripping rights in the
30 future is no different than stripping them now. Conditional grandfathering is simply a
31 delay in the removal of rights, and it undermines the commitment some Council
32 Members expressed earlier this year to not remove existing, legally entitled uses from
33 long-term residents. This provision feels like it was drafted in a way to appear protective
34 of residents, while quietly undercutting that protection in practice. That approach doesn't
35 align with Park City's values of fairness, transparency, and respect for its existing
36 neighborhoods. Please don't approve this code as written. Strike lines 1330 and 1331.
37 Insist that the final BPMX code fully protects existing, legally established STR rights
38 now and into the future. Thank you for your time and your continued service to our
39 community."

40
41 Lisa Plane eComment: "Representing the neighboring Alpine Retreat HOA: Thanks for
42 recognizing the neighbors in the upcoming design plan."
43

Greg Friedman eComment: "Regarding draft ordinance 2025-19: D: Open Space: Against idea that our internal private property open space must be made into "Publicly Accessible Open Space" if that means non-residents/owners/guests can access our existing internal open space without constraint. E: Setbacks: Against idea that our existing setbacks not be honored if we want to replace our existing buildings with new on our existing footprints. H1: Vertical Mixed Use: Allow CJ to redevelop as purely residential at all elevations. Commercial already exists directly adjacent to our property. Residential HOAs shall not be forced to become commercial property managers in addition to residential managers. E: Street Level Design: Allow CJ to redevelop on existing footprints without implementing a 50' long lobby. C3i: Glazing: large expanses of glass are likely energy inefficient. If this applies to 100% residential: Claimjumper design is without large areas of glass to improve thermal efficiency. Mandating large areas of glass is contradictory to resource conservation goals and is counter to existing design. Other thoughts: postulate that CJ (Claimjumper Condominiums) may retain right to rebuild on existing footprints with existing setbacks. where are the incentives (ie "levers") for current residents to redevelop their properties? seems like proposals are biased towards incentivizing outside developers."

Mayor Worel closed the public hearing.

Council Member Rubell thought they were getting close to approving the plan, but it wasn't quite ready. He was concerned with the traffic and mobility component. The Iron Horse District could impact traffic. He didn't want trails going through private property. Regarding project enhancements, he stated a lot of the affordable housing policies had been updated and he thought it could change what they would grant bonus density for. He didn't want more concrete. He didn't want the open space reduction and suggested offering combined shared parking instead of open space concessions.

Council Member Parigian was torn because there were longtime owners in that area. He knew the goal was to have a walkable, livable area. If the plan was to fix traffic, nothing would be built. He wondered if the tiers were correct.

Council Member Toly asked the Planning Commission to look at lines 1330-31 to see if it could be tightened. She wanted to look at the commercial component to see if it was too restrictive and if too much residential was allowed. She asked for more balance. She hoped to incentivize more community uses. She asked to take a tour with existing property owners to see the proposed easements on private property. She wondered if there was a way to approve this in pieces instead of approving the entire proposal at once.

Council Member Ciraco agreed the open space should be higher than 20%. He thought they were close to approving something. Mayor Worel appreciated all the work from the Planning Commission and many of the community members. She expressed concern about increasing traffic in an already congested area.

Council Member Ciraco moved to continue Ordinance No. 2025-19, an ordinance rezoning approximately 70 acres between Park Avenue, Kearns Boulevard, Bonanza Drive, and Deer Valley Drive from General Commercial and Light Industrial to Bonanza Park Mixed-Use District, enacting Land Management Code Chapter 15-2.27 to implement the Bonanza Park Small Area Plan, updating the Frontage Protection Zone to Enhance the City's Entry Corridors, updating Chapter 15-6.1 to allow Affordable Master Planned Developments in the Bonanza Park Mixed-Use District, and amending Section 15-15-1 to define key terms, to a date uncertain. Council Member Toly seconded the motion.

RESULT: CONTINUED TO A DATE UNCERTAIN

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

EXCUSED: Council Member Dickey

2. Consideration to Authorize the City Manager to Execute an Agreement with Sparano + Mooney Architecture, Inc., Not to Exceed \$122,550.00, in a Form Approved by the City Attorney's Office, for Senior Center Design Services:

Matt Lee, Economic Development Project Manager, presented this item. He noted the chosen design architect company had familiarity with the area and had experience working on senior citizen projects. They would give a minimum of three concept alternatives which would be brought to the Council for approval. The scope also included schematic design that would be included in the MPD and CUP submission.

Council Member Parigian asked if this would include site layout or design, to which Lee stated both, and indicated that would inform Phases 2 and 3. Council Member Parigian asked how they would arrive at the concept alternatives. Lee stated there would be input from a large group of stakeholders. Council Member Parigian asked for the timeline for this scope, to which Lee stated 10 months for this phase.

Council Member Rubell asserted the community center project's cost increased dramatically and asked how that could be prevented with this project. Lee indicated there was a lot of opportunity here and lessons were learned from the community center project. When the concepts were brought to Council, there needed to be a better understanding of soft costs and having those in the estimates at an earlier stage. Other considerations were the winter conditions and soils would need to be known. He felt bringing the general contractor onboard earlier would help.

Council Member Rubell asked what could be done in the near term to set guardrails so the site plans would be realistic. Lee indicated he had some rough numbers on underground parking and that would help, but also setting a budget would help. The Council members supported setting a budget in the next couple months. Council Member Ciraco asked to clarify the timeline going from design to choosing a contractor. Lee hoped to bring the concepts back in December or January. Then a schematic design would be developed and an RFP would be put out for a general contractor.

Mayor Worel opened public input.

Craig Weakley 84060 was excited to see this project moving forward. He had been working on this and would be on the design committee. He commended Lee for the rigorous process in selecting a design firm. The selection committee was focused on cost management because of what happened with the community center.

Mayor Worel closed public input.

Council Member Parigian requested attention to parking for this project and asked for three parking plan alternatives. He didn't think the Mawhinney lot was the right place for the building. Regarding design, he hoped the seniors would dictate how they wanted the senior center to look. Council Member Toly was happy to be at this point in the process. She thanked the seniors for continuing to push forward.

Council Member Toly moved to authorize the City Manager to execute an agreement with Sparano + Mooney Architecture, Inc., not to exceed \$122,550.00, in a form approved by the City Attorney's Office, for senior center design services. Council Member Ciraco seconded the motion.

Council Member Rubell asked when the pre-screen would be. He thought it would help if they could narrow down what was wanted in the design to save time. Lee indicated that would be a coordination, and noted next week was a visioning and programming meeting. He thought he could bring this back in October so it could be fast tracked.

RESULT: APPROVED

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

EXCUSED: Council Member Dickey

VI. NEW BUSINESS

1. Consideration to Approve a Public-Private Partnership Memorandum of Understanding with Wadsworth Development Group to Build a New Indoor Pickleball Facility:

Chris Eggleton, Economic Development Director, and Elizabeth Cole and Robert Booth Wadsworth Development, were present for this item. Eggleton felt this was a unique opportunity to develop a recreation facility through a partnership. The City would provide the land and Wadsworth would build the facility. He reviewed the benefits that would guide policy: cost and risk savings, operational savings and professional management, community access, and innovation and efficiency. As the City negotiated an MOU, he wanted oversight of public interest and also to ensure the company made a profit while providing affordable recreation for community members. It was indicated the Picklr was founded in Utah and would operate this facility.

1 Cole reviewed several projects that Wadsworth was developing. She proposed a 35,000
2 square foot building with 152 parking spaces on 3.6 acres. They hoped to have the
3 facility running by June of 2027. Braden Moore with Big D Construction stated they
4 worked with Picklr before, and they were narrowing the cost estimates to make sure
5 they came in on budget. Booth stated Picklr had grown exponentially with 150 locations
6 by 2026.

7
8 Council Member Rubell referred to benefits for local residents at the facility and asked if
9 there was priority booking, which they indicated they could look into that.

10
11 Mayor Worel opened public input.

12
13 Patricia Kipp 84060 stated she was a tennis player and she felt there was a lot of angst
14 among pickleball and tennis players. She wanted to convey that this center was for all
15 and that it was not a private club. She didn't want pickleball players to still go to the
16 MARC and thought the MARC should not provide pickleball courts when this facility was
17 built.

18
19 Mayor Worel closed public input.

20
21 Council Member Parigian moved to approve a public-private partnership memorandum
22 of understanding with Wadsworth Development Group to build a new indoor pickleball
23 facility. Council Member Toly seconded the motion.

24 **RESULT: APPROVED**

25 **AYES:** Council Members Ciraco, Parigian, Rubell, and Toly

26 **EXCUSED:** Council Member Dickey

27
28 **2. Discuss JF EngineHouse Partners Reimbursement Request:**

29 Ryan Blair, Environmental Regulatory Manager, and Rory Murphy and Ryan Davis, JF
30 Fisher/EngineHouse presented this item. Murphy requested reimbursement for
31 environmental remediation costs and stated this was the biggest affordable housing
32 project built in Park City. Davis reviewed the history of the project. He indicated there
33 were known environmental remediation requirements with the site and the City removed
34 the contaminated material. Murphy stated he was told he had to take clean soil to the 3-
35 Mile Landfill. At first, they were told the landfill would take it for free, but then they
36 indicated JF Fisher would have to pay to dump the soil. The County granted a 50%
37 concession to the dump fees, leaving a deficit of \$754,000. Davis indicated that the City
38 had always maintained they would cover soil remediation.

39
40 Council Member Parigian asked about the change in regulations. Blair indicated
41 Murphy's review was accurate and then the ordinance was changed in 2024, but that
42 was after the soil was removed. He noted the site had clean soil, but the ordinance
43 required all soil to be dumped at the 3-Mile Landfill. Council Member Ciraco asked

1 about the cost of remediation of the top four feet of soil to which Blair stated it was \$40
2 per ton, and indicated it was difficult to segregate trucking versus dump fees. He got
3 dump receipts from the landfill. Blair stated if Council supported a reimbursement, then
4 Blair would come back with a public benefits analysis or a budget adjustment. Plane
5 clarified this request was to fund something not approved in the current budget. A public
6 benefits analysis would require a study. The Council wouldn't have to go through that
7 process if they wanted to amend the budget. It was indicated the public benefits
8 analysis could be performed by staff.

9
10 Council Member Rubell supported having a public benefits analysis since that was
11 consistent with previous City procedure. Council Member Parigian asked if the amount
12 could be negotiated. Murphy stated this was a big hole in his budget. Council Member
13 Parigian supported a public benefits analysis. Plane suggested they could come back to
14 Council with a process that would include public notice and a public hearing. Council
15 Member Toly asked if the City could get a couple of units to house its employees in
16 exchange for this reimbursement. Murphy stated his flexibility was with the market rate
17 units. Council Member Ciraco was comfortable having a public benefits analysis. Mayor
18 Worel summarized the majority of Council supported a public benefits analysis.

19
20 **3. Consideration to Approve Resolution 17-2025, a Resolution of the Board of**
21 **Canvassers Certifying the Official Canvassers' Report from the August 12, 2025,**
22 **Municipal Primary Election for Park City, Utah:**

23 Michelle Kellogg, City Recorder and Election Official presented this item and noted this
24 was the last day to certify the elections results. She distributed the final vote count to
25 the Council via email prior to the meeting.

26
27 Mayor Worel opened public input. No comments were given. Mayor Worel closed public
28 input.

29
30 Council Member Parigian moved to approve Resolution 17-2025, a resolution of the
31 Board of Canvassers certifying the Official Canvassers' Report from the August 12,
32 2025, Municipal Primary Election for Park City, Utah. Council Member Toly seconded
33 the motion.

34 **RESULT: APPROVED**

35 **AYES:** Council Members Ciraco, Parigian, Rubell, and Toly

36 **EXCUSED:** Council Member Dickey

37
38 Kellogg indicated Tana Toly, Diego Zegarra, Jeremy Rubell, and John "J.K." Kenworthy
39 were advancing to the General Election.

40
41 **VII. ADJOURNMENT**

42
43 With no further business, the meeting was adjourned.

1
2
3

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

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

September 4, 2025

The Council of Park City, Summit County, Utah, met in open meeting on September 4, 2025, at 2:30 p.m. in the Council Chambers.

PARK CITY MUNICIPAL BUILDING AUTHORITY MEETING

ROLL CALL

Attendee Name	Status
Chair Nann Worel Board Member Bill Ciraco Board Member Ryan Dickey Board Member Ed Parigian (arrived at 2:32 p.m.) Board Member Jeremy Rubell Board Member Tana Toly Matt Dias, Executive Director Margaret Plane, City Attorney Marissa Marleau, Deputy Secretary	Present

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

Chair Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda. No comments were given. Chair Worel closed public input.

NEW BUSINESS

1. Consideration to Approve a Utility Easement for Summit County Service Area #3 on Parcel #SA-21-A-X in Park City, Utah:

Ryan Blair, Property and Environmental Services Manager, and Vincent Pao-Borjigin, Operations Manager, and Chris Bullock, Water Operator, Summit County Service Area Number #3 (SCSA#3), presented this item. Blair stated that the property in consideration is commonly referred to as the Naniola parcel, 52 acres in Summit County off I-80, and was purchased for its water rights in the 1990s for \$900,000. He furthered that the request is for a 3-acre utility easement which would include a 750,000-gallon utility tank, and funding from the Utah Division of Drinking Water (DDW). Blair stated

1 that the purchase price for the easement would be \$60,000, market value, \$30,000 up
2 front, and two additional \$15,000 payments at years seven and ten. He continued that in
3 exchange for Park City Municipal granting an easement, they would make reasonable
4 efforts to annex into the Service Area District.

5
6 Board Member Rubell asked why the City would not annex the property right now. Blair
7 stated that Park City Municipal does not currently have any infrastructure on the
8 property, so there is no need to at this time. Board Member Rubell proposed annexing
9 now, rather than later and asked if the annexation agreement is memorialized
10 anywhere. Blair stated that it is memorialized in the easement. Board Member Rubell
11 favored simultaneously granting the easement and beginning the annexation process.

12
13 Board Member Dickey asked what the financial impact of annexing immediately would
14 be. Pao-Borjin stated that as soon as it's annexed in, standby fees would go into effect.
15 Board Member Rubell asked what the standby fee costs are, and if they are low, he
16 would like to annex in immediately. Pao-Borjin clarified that they are in an emergency
17 crisis with the water tank, in that their primary tank is failing. Board Member Ciraco
18 inquired if Park City could withhold the standby fees until the partners finished repaying
19 the total of the easement. Blair clarified the Board would be okay with staff making
20 changes to the easement without returning to the Board for final approval.

21
22 Board Member Toly asked how long the annexation process would take. Pao-Borjigin
23 stated that he is uncertain of the duration as they have never gone through the process
24 in that service area. Margaret Plane, City Attorney, clarified that the Board is
25 comfortable with the easement as it is presented in the packet, and that they are
26 directing staff to initiate the option to move forward with the annexation process without
27 undue delay. Board Member Parigian asked what would happen if it didn't work out.
28 Luke Henry, Assistant City Attorney, stated that Council could provide them with the
29 easement now, but add a reverter clause that would state if they don't complete the
30 annexation, Park City will be allowed to back out of the easement.

31
32 Chair Worel opened public comment. No comments were given. Chair Worel closed
33 public comment.

34
35 Plane stated that the Board members would need to amend the motion if they would like
36 to include the language of a reverter.

37
38 Board Member Dickey moved to approve a utility easement for Summit County Service
39 Area #3 on Parcel #SA-21-A-X in Park City, Utah, and to include a reverter clause and
40 other language to support that direction. Board Member Ciraco seconded the motion.

41 **RESULT: APPROVED**

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

43
44 **ADJOURNMENT**

Council Member Toly moved to close the meeting to discuss property and advice of counsel at 2:52 p.m. Council Member Dickey seconded the motion.

RESULT: APPROVED

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

PARK CITY COUNCIL CLOSED SESSION

Council Member Ciraco moved to adjourn from Closed Meeting at 3:40 p.m. Council Member Toly seconded the motion.

RESULT: APPROVED

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

WORK SESSION

Resident Parking Program Discussion:

Johnny Wasden, Parking Manager, provided a brief history of Park City Parking and a summary of issues. He posed three primary questions to the Council: Does the Council feel that the current objective of the program continues to serve the community? Would Council support changes to the parking permit program to better reflect these objectives? Does Council feel that vehicle storage is a challenge in the community that should be addressed? Wasden highlighted a summary of issues including: demand for on-street parking exceeds supply within permitted zones; a single address may obtain up to 5 permits; code does not adequately represent apartments and multi-use dwellings; longer term vehicle storage on streets complicates snow removal and solid-waste operations; and Park City has invested in non-auto transportation, meaning transit is available to many residents.

Wasden stated that industry standard solutions are being applied in the meantime, but they are seeking Council feedback and direction to resolve issues long-term. He highlighted potential solutions which include discontinuing or reducing permitting and addressing vehicle storage. Council Member Toly inquired about the total number of permits for "lodging guests" and asked if that was for Airbnb, short-term rentals, or nightly rentals. Wasden said that it is an out-of-date code reference, but that it currently reference nightly rentals. Council Member Toly hoped to differentiate between nightly rentals, employee parking at those establishments, as well as deliveries and construction vehicles in relation to businesses. She also stated that it would be helpful to understand how many residential, secondary, and homes with garages there are in Old Town so they can assess each of those parking needs differently.

Council Member Parigian asked how apartments and condos are treated differently. Wasden stated that currently the code doesn't account for multi-unit dwellings, and parking minimums are met once they are built, so they don't have a guest permit per unit. He furthered that the current code allows for one guest permit per address, which

1 would mean that a fourplex would get one guest pass which they would all need to
2 share. Council Member Parigian asked roughly how many people use spots as vehicle
3 storage. Wasden stated that 72 hours is the max that anyone can park anywhere;
4 however, after 72 hours the car would need to be moved and the 72-hour period would
5 reset. Tim Sanderson, Transportation Director, stated that complaints come in and it is
6 the same vehicle, but resources are limited. He furthered that while it is not endemic,
7 there are a few blocks that have recurring issues. Council Member Parigian asked if
8 having a garage means the resident has two parking spots, to which Wasden
9 confirmed. Council Member Parigian asked when residential permits expire. Wasden
10 explained that they are annual and typically expire in July.

11
12 Council Member Dickey asked if the nightly rentals were considered under business
13 permits. Wasden confirmed and furthered that about 60% are nightly rentals. Council
14 Member Dickey stated that it would be helpful to see how many parking spots correlate
15 to each household. Wasden agreed that would be helpful. Council Member Dickey
16 asked if it was reasonable to ask guests to park behind homeowners' cars in the
17 driveway. Wasden stated that currently it is against code and would result in a standard
18 parking violation.

19
20 Council Member Ciraco inquired what specific property would be allowed to have a total
21 of five parking permits. Wasden stated that currently any property in the residential
22 permit zone would have the ability to obtain five permits. Council Member Ciraco asked
23 if the construction permits were primarily handled through the Building Department.
24 Wasden explained that Park City will work with the contractor to determine parking
25 needs, and the Parking Department enforces anything in the right-of-way, whereas the
26 Building Department enforces anything specifically related to the job site. Council
27 Member Ciraco asked if the extra density at Kings Crown was the reason those
28 residents were limited to only one parking spot, to which Wasden confirmed.

29
30 Mayor Worel asked if residents could share parking permits. Wasden stated guest
31 permits are transferable. All the Council members agreed that the current objective of
32 the program continues to serve the community. They would support changes to the
33 parking permit program to better reflect objectives, and they all identified storage as a
34 challenge that should be addressed. Council Member Ciraco cited that the City should
35 help local businesses that may be affected by overflow with parking changes. Council
36 Member Parigian identified Woodside storage as a particular challenge in storage.
37 Council Member Toly inquired if Wasden felt understaffed with regard to enforcement.
38 Wasden stated that staffing was not an issue. He thanked Council for their feedback
39 and will return to Council at a later date.

40 41 **Discuss Child Care Scholarship Program:**

42 Michelle Downard, Resident Advocate, with Darien Holznagel, Human Resources
43 Business Partner, provided a high-level overview of the performance and data in
44 relation to the Childcare Scholarship Program. Returning to Council, Downard focused
45 on three key initiatives from prior Council meetings: to address the needs the program is

not capturing, expand childcare capacity, and additional financial support for providers. Downard is proposing four recommendations to address the initiatives: eliminating the AMI for residents enrolled in the program, a sliding scale to adjust the calculation for how resident scholarships are calculated, providing full time childcare providers who are enrolled in the program and located within the City limits, and increased incentives to potentially focus on infants, or for all children that are enrolled in the program.

Downard stated that as of the end of August, Park City has allocated just under \$800,000 of the original \$1 million allocation; \$698,920, or 88% of which was used for scholarships, and \$95,400, or 12% of which was used for provider incentives. Other performance data showed that there are 27 participating providers, 119 households, and 137 children enrolled. She stated that the City is on track to exhaust that \$1 million by the end of the year. Enrolled households include 47% in Park City limits, 38% from Summit County, 9% from Wasatch County, and 6% from Salt Lake County, with 43.6% of overall enrollments being Park City Municipal Employees. Downard furthered that statewide and nationwide there are growing pressures impacting childcare providers including: cost of personnel, recruitment, and retention, resulting in more cost of turnover and increased liability rates. She identified the Utah Childcare Quality System (UCQS) which is a voluntary program that provides ratings for providers based on inspections, qualifications, and trainings. Downard furthered that childcare providers may be eligible for various financial incentives and support provided by the state. She said that Park City hasn't promoted it, but the City could encourage participation if Council directs. However, she highlighted that it wasn't a staff recommendation, because of the lengthy application process, and the lack of immediate financial incentive or benefit within the first two years.

Reviewing the elimination of the AMI, Downard identified that it would help support families who jointly earn \$170,000 - \$200,000. Downard stated that provider incentives could include children 0-3 years only, or all children ranging from \$100-\$300 incentives, from as low as \$41,900, and as high as \$377,400 respectively. Council Member Dickey asked if the childcare incentives are on top of a scholarship, or if it's an incentive for every child you serve that's receiving a scholarship. Downard stated that providers have received \$95,000, or 12% of overall allocations which is the \$300 that providers receive for caring for children that are enrolled in the Division of Workforce Services (DWS) system. She continued that the scenario provided is looking to expand the financial support to providers and giving them incentives for the children who are enrolled in the Park City Municipal program.

Council Member Rubell asked if staff looked at a two-tiered system for families with two or more children. Downard stated that is something that staff can look into. She furthered that the elimination of the AMI would decrease the support for those families with multiple children. Council Member Rubell thought that because of this, a two-tiered system would better help families. Council Member Rubell asked to clarify if provider services were for those within Park City, or those serving a Park City resident. Downard clarified that it was limited to Park City limits. Council Member Toly asked why staff is

1 not considering looking at more incentives for the Park City workforce. Downard stated
2 that staff can look at that if Council directs. Council Member Rubell asked what Summit
3 County contributes to this program. Downard stated that it is around \$300,000-\$400,000
4 annually.

5
6 Council Member Parigian inquired about the subsidy drop. Downard stated that the
7 abrupt drop is where the 100% AMI cap is met. Council Member Parigian asked if there
8 are any other state or federal subsidies available. Downard stated that federal funding
9 has not come back as conversations are still ongoing. Council Member Ciraco asked if
10 provider incentives were for teachers or all staff at daycares. Downard stated that it
11 would apply to teacher staff. Council Member Rubell stated that eliminating the AMI
12 makes sense as long as there continues to be a cap on the total tuition used. Council
13 Member Rubell also hoped to see staff look into a tiered system, and if not at least a
14 cap on what a family contribution should be. He stated that he is in favor of the Park
15 City resident scholarship eligibility, with the condition that it's for dedicated childcare
16 providers within Park City limits, and for full-time or close to full-time employees.
17 Additionally, he would like to have a discussion around childcare providers and how
18 they can cooperate with one another with regard to bands and waitlists.

19
20 Council Member Parigian asked to see an employee/employer match, so the funding
21 isn't fully on the City. He would also like to look at reimbursing providers for services like
22 CPR certifications for employees. He wanted to look into CCQS as a way to help
23 providers or reduce our subsidy. He does not wish to review the revolving loan fund or
24 the building permit or building license fee waivers. Council Member Toly supports staff
25 recommendations but would like the City to try to reach more workforce in relation to
26 programing. She also stated that she would like to have a conversation surrounding
27 future funding. Downard stated that if the City was to increase allocations right now, that
28 would mean having a conversation about a budget adjustment in the middle of the fiscal
29 year. Council Member Ciraco stated that he agrees with the AMI sliding scale and
30 agrees with Council Member Toly to secure a dedicated funding source. He also agrees
31 on provider scholarships for teachers working at childcare centers and would like to see
32 the Park City Chamber and Park City Community Foundation involved in those
33 conversations.

34
35 Council Member Dickey supports all the recommended options and would be interested
36 to learn more about the tiered system that Council Member Rubell mentioned. He
37 agrees with childcare support scholarships but is unsure about award incentives for
38 PCMC scholarship enrolled children. Council Member Rubell agrees with Council
39 Member Toly on workforce and would like to see that brought back for discussion.
40 Council Member Parigian was referring to the wrong slide earlier when he provided
41 direction and revised his responses. He would like to eliminate the sliding AMI sliding
42 scale and would like to give support for providers and employee scholarships, including
43 incentives. Council Member Rubell would also like to support Park City workforce but
44 would also like to see if the Chamber could help as well.

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 Marissa Marleau, Deputy City Recorder	Present

II. POLICE SWEARING IN CEREMONY

1. Swearing-In Ceremony for Sergeant Daniel Cherkis, Officer Cory Bowman, Officer Taylor "T.C." Thomas, and Officer Bradin Wilson:

Captain Rob McKinney, Operations Captain, with the Park City Police Department, stated that was proud to recognize several outstanding members of the Park City Police Department, and briefly summarized the experience of these officers. Mayor Worel swore in Cherkis, Bowman, Thomas and Wilson. Captain McKinney thanked all the families in Chambers supporting these men and acknowledged the encouragement, patience, and sacrifices of the spouses and children.

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Mayor Worel celebrated City Manager Matt Dias' 11 years with the City and wished him the best with his next endeavors. The Council members all echoed Mayor Worel's sentiments and appreciated Dias' hard work, positive attitude, and guidance throughout his time at the municipality. Mayor Worel introduced Interim Deputy City Manager Jodi Emery. Mayor Worel mentioned that September 5th marks Bike Back to School Day at McPolin Elementary and encourages everyone to attend.

Council Member Toly gave a shoutout to the Park City Municipal Events Team for their hard work with the many events thus far. Council Member Toly wanted to bring back a conversation regarding the Conservation Easement on Clark Ranch. Mayor Worel stated that staff can add it to an agenda sometime in October. Council Member Parigian stated that he was encouraged to see such a great turnout for the Miners' Day Parade. Council Member Rubell also commented that it was great to see everyone at Miner's Day and agreed with Council Member Toly regarding the scope of Clark Ranch and would like to bring it back to discuss that specifically.

Staff Communications Reports:

1. June Sales Tax Report:

Council Member Rubell noted that this was the first report where forecasts were not exceeded, especially in relation to the transient room tax (TRT) decline. He urged Council to make smart decisions to otherwise not put the community in jeopardy financially. Council Member Ciraco stated that tourism in Breckenridge was down by 12%, Las Vegas was down 7% and overall National Park visitation has declined. He takes pause and wants to make sure Council thinks very carefully about how money is otherwise spent. Council Member Dickey stated that he would like to bring back monthly reports that showed monthly sales tax by geography.

2. Occupational Safety and Health Update:

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

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

Erik Daenitz, 84101, former Park City Municipal employee, shared stories of City Manager Matt Dias and wished him well on his next chapter.

Sue Gould, 84060, supports the affordable housing movement in Park City, but believed that Clark Ranch is not the location for the development, due to costs and location and slope of access road.

Jim Doilney, 84060, a past member of the Park City Open Space Committee (COSAC), that vetted and studied the protection of the open space through a conservation easement on Clark Ranch's 340 acres, recommends that Clark Ranch be placed under a conservation easement.

Sue Banerjee thanked Michelle Downard for her hard work on the Childcare Program. In addition, she thanked Council for looking toward a stable funding source.

Jeff Iannacone, 84060, stated he hopes for more details on the Clark Ranch project, and urges the Council to scrutinize the project cost and risks associated with the project location before voting.

Brennan Murray, 84060, cited traffic, safety, and density as potential impacts of the Clark Ranch Development.

Jason Vanderhoof, 84060, Park City Heights owner, appreciates the community that he lives in and stresses the importance of affordable housing in areas of Park City. His

1 concerns with Clark Ranch however, include steep road grades, flood debris flow, and
2 hydrophobic soils.

3
4 Sofia Lucey, 84060, stresses an alternative location for the Clark Ranch Development,
5 and would like to see Studio Crossing explored as a primary location due to proximity to
6 transit infrastructure and commercial services.

7
8 Mike Gould, 84060, supports the goal of affordable housing but does not believe that an
9 access road through Park City Heights is a viable option. He cited safety, open space,
10 and financial responsibilities among the top concerns regarding the development.

11
12 Meg Steele, 84060, speaks to the Clark Ranch property as a whole, and is opposed to
13 development East of Highway 40. She urged Council to sign the drafted open space
14 agreement with Utah Open Lands which would allow the property to be preserved in the
15 spirit of which it was purchased.

16
17 Brandon Zachen, 84060, homeowner in Park City Heights, does not approve of the
18 Clark Ranch Development due to cost, safety, and density. He urges Council to open an
19 investigation into other locations in Park City.

20
21 John Greenfield, 84060, is opposed to the Clark Ranch Development and would like to
22 see Clark Ranch recorded as a Conservation Easement.

23
24 Scott Davison, 84060, Park Meadows resident, does not feel that Clark Ranch is the
25 most fiscally efficient location for the development.

26
27 Jimmy Weinburg, requests Council deny height exceptions for the promise of great
28 projects that will destroy mountain vistas.

29
30 Bob Theobald eComment: "As part of this discussion today, I am quite confident that
31 opposition to the alternative of developing on the east side of 40, will be it is unsuitable
32 for AH because it breaks the imaginary moat around Park City and necessitates
33 amending ("breaking" as Tana said) the 1999 Flagstaff DA. In my mind, the original
34 1999 DA was "broken" in 2007 to create the parking and Montage density, Is not the
35 recently approved (August 13, 2025) subdivisions in exchange for the 310 acres from
36 Redus.. another example of amending/breaking the 2007 DA? Pick the adjective...blind
37 eye, hypocritical or special favorites!! Also, I would like to thoroughly review the study
38 assumptions of 2016 site recommendation and the Alexander Company's capital stack
39 proforma. Sounds like anther Engine House project at 80% AMI that may have to be
40 adjusted to actual wages earned to afford/qualify – perhaps equivalent to 40-50% AMI.
41 This income level can hardly afford to live isolated from essential services.. The entire
42 project needs a revisit and relocation."

43
44 Aimee Koson eComment: "My family wants to voice our opposition to the Clark Ranch
45 development location. Further stressing the congestion and traffic along 248 and far

1 exceeding the capacity limitations on Richard Flat Road is NOT the answer to the issue
2 we have for housing in our community. Please look at a more suitable location for this
3 project.”
4

5 Emily Newcomer eComment: “, I am writing as a Park City resident to express both my
6 strong support for affordable housing and my serious concerns about the proposed
7 Clark Ranch location south of Park City Heights. Affordable housing is essential for the
8 health of our community. We all want these homes to succeed—for the families who will
9 live in them and for the broader Park City community. At the same time, success
10 depends on location, and this site poses significant challenges. Why Clark Ranch is the
11 wrong site: High cost & risk: The access road alone presents ballooning costs,
12 ownership uncertainties, and major public expense before a single unit is delivered.
13 Traffic & safety: The project would add congestion on Richardson Flat and 248/Kearns,
14 with potential future cut-throughs that would impact nearby neighborhoods. Topography
15 & maintenance: The steep, unstable terrain increases construction costs, long-term
16 maintenance, and fire risk. Isolation from services: Affordable housing succeeds when
17 residents have access to transit, groceries, childcare, and jobs. This location is car-
18 dependent and disconnected from daily needs. Taxpayer value: We should maximize
19 units and outcomes per public dollar in places with existing or planned infrastructure.
20 This project should not advance simply because the site was identified nearly a decade
21 ago. Park City is at a crossroads: traffic is worsening, other development sites remain
22 unused, and residents want smart growth that matches community needs and
23 infrastructure realities. My constructive request: Please pause the Clark Ranch site and
24 direct staff to conduct a formal, side-by-side analysis of alternative locations—with
25 public engagement—that considers cost, access, transit, services, environmental
26 impacts, and delivery timelines. Possible sites such as Studio Crossing/Quinn’s
27 Junction, the Richardson Flat corridor, or other east-side Clark Ranch parcels may offer
28 more practical, cost-effective, and successful outcomes. We are not asking to reduce
29 the number of affordable homes. We are asking you to move the map—to build the
30 same homes, faster, for less money, in places where families can thrive and taxpayer
31 dollars go further. Thank you for your leadership and for considering the community’s
32 voice in ensuring that affordable housing in Park City is not only built, but built well.”
33

34 David Gordon eComment: “I support efforts to create more affordable housing in Park
35 City for our local permanent and seasonal workforces. I also support efforts to reduce
36 traffic and increase transit systems going into town. Making affordable housing
37 accessible to our transit system and commuter trail systems should be a top criteria for
38 selecting sites to develop additional affordable housing. The proposed Clark Ranch site
39 does not seem to recognize the importance of this criteria. Rather than invest in a study
40 to determine how to build a road to access a site that is not well connected to transit
41 and commuter trails, the investment should be made to determine how to extend
42 infrastructure of water, sewage and electrical to the East side of Highway 40 where
43 transit and trails are easily accessible. This task will require a significant investment but
44 will also create opportunity for further development in the Richardson Flat area. An
45 investment that will create opportunity for the future seems much better than investing in

a road to nowhere. There has been significant effort made to bring the Clark Ranch project to the point where it is today but that does not mean that it should move forward if it is not the best option for developing affordable housing. I urge the council to re-evaluate the criteria that identified Clark Ranch as the best possible site for developing affordable housing and determine whether that conclusion is valid today and looking forward.”

Zachary Richter eComment: “My family is writing to voice our opposition to the proposed affordable housing project at Clark Ranch. Regretfully, we can’t attend tonight’s meeting due to family and kids’ commitments, but we want our concerns on the record: High total cost of the project relative to other options. Traffic impacts from 200+ units on our neighborhood’s limited road network. Road build-out costs to reach the site—over \$5 million—make it almost inevitable that, despite what our neighborhood has been told, the decision will ultimately be made to route that road through our community. Astronomical construction costs due to the geographic location and steep topography of the site, especially compared to flatter, more practical alternatives. Lack of transit service and walkable access to jobs, grocery, and schools at this location, which undermines affordability and sustainability goals. Better city-owned alternatives exist that are closer to transit and services and would reduce both infrastructure costs and neighborhood impacts. We owe it to the Park City Heights neighborhood, the taxpayers, and the future residents of any affordable housing project to provide a better product at a more reasonable cost. We can do better. We respectfully ask that you pause this site selection and direct staff to bring back options on city-owned parcels that better align with our transportation, fiscal, and housing objectives.”

Mayor Worel closed the public input portion of the meeting.

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from August 14 and 18, 2025:

Council Member Toly moved to approve the City Council Meeting Minutes from August 14 and 18, 2025. Council Member Ciraco seconded the motion.

RESULT: APPROVED

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

VI. CONSENT AGENDA

1. Request to Authorize Standard Insurance Amount Required for Awning at 416 Main Street in the Historic Commercial Business (HCB) Zone:

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. Discuss Design Preferences, Housing Mix, and Potential City Financial Contributions for the Clark Ranch Affordable Housing Development:

Sara Wineman, Housing and Development Coordinator, and the Alexander Team were present for this item. Joe Alexander, President of the Alexander Company, stated that the team has tried to be creative and responsive with their options due the high cost of living and the limited number of housing options in Park City. Chris Day, Development Project Manager, introduced Jarrett Moe, Architect, for the project. Day stated that their goal is to offer a variety of housing types, serving a range of income levels, in addition to prioritizing the Park City workforce and essential frontline workers. Day furthered that they intend to prioritize connecting to existing transit while blending a mountain-inspired design with modern living. Day stated that the team has two housing components, driven by RFP guidance: they have an 80% rental housing target, which is 167 units, and a 20% ownership housing target, which is 34 townhome ownership style units, including thoughtful community amenities, such as open green space, trail extensions and connections, and community gardens.

Day stated that housing will serve Low Income (30%-50% AMI or \$35,010 - \$58,350), Moderate Income (60% - 80% AMI or \$70,020 - \$93,360), and Middle Income (80% - 150% AMI, or \$93,360 - \$175,050). Day stated that since January's work session, the Alexander team has heard feedback from Council two-by-twos; continued refinement of building design and site planning; submitted entitlements and zoning applications; ordered a traffic study, which is actively underway; modeled various financial scenarios based on Council feedback; and created a tentative framework for the proposed local affordable housing program. Day stated that this program could offer priority tenant selection to existing Park City workforce and municipal employees and offer greater flexibility than the Low-Income Housing Tax Credit program (LIHTC). Day, offered four scenarios, and recommended scenario 3, which represents a \$13.7 million gap, which illustrates 34 market-rate owner units, 57 workforce rental Units at 71-120% AMI, and 110 affordable rental units at 50-70% AMI. Day outlined a high-level timeline for fall: entitlement approvals (November 2025); private activity bond application (November 2025); LIHTC application (April 2026); construction beds/permits (August 2026); financial closing (September 2026); construction commencement (September 2026); construction completion (September 2028).

Council Member Parigian asked the Alexander team to explain the AMI gap between Scenarios 2 and 3. Day stated that it has to do with tax credit financing regarding the lost equity that would need to be generated by selling low-income housing tax credits.

Alexander stated that on traditional LIHTC-funded housing, you cannot double the income that comes with a given unit; thus, it usually limits families to single-parent, single-child household due to the income threshold. He furthered that with this model, you lose some federal subsidy, but you create units where a two-income family can live. Council Member Toly, referred to Scenario 3, and asked if there would be attainable ownership. Alexander stated that in this model there would not be attainable ownership. Council Member Toly asked if each of these models had more townhomes in place of stacked flats. Alexander stated this model is the same as those that Council has seen before, and that they do not have more townhomes.

Council Member Dickey asked if the 100% market-rate townhomes were all owner-units, to which Alexander confirmed. Council Member Dickey asked at what AMI rate do rentals run into market rate. Wineman stated that for Park City it would be 120% AMI. Council Member Dickey asked what the threshold would be for the attainable ownership units. Alexander stated that attainable ownership can go up to 150% AMI but are currently being priced at 120% AMI. Council Member Ciraco asked if rent would be around \$2,800 a month for a single earner at 100% AMI. Wineman stated that a single earner at 120% AMI would be around \$141,000, or roughly \$3,500 per month with utilities. Council Member Ciraco asked if that price range is in the market rate currently, to which Wineman confirmed.

Council Member Ciraco asked if there was a way to add market rate in the mix for affordable housing. In addition, Council Member Ciraco asked what land value was being used to calculate the \$13.7 million gap in Scenario 3. Wineman stated that Clark Ranch was purchased for \$6.7 million, so the cost per unit is relatively low. Council Member Rubell thanked the Alexander team for their efforts, and agrees with Scenario 3, but does not approve of the site location and project cost. He would like to look at other locations for the proposed development and some other options that would help reduce the need for significant public subsidies from taxpayers.

Council Member Parigian asked when the traffic study will be available. Alexander responded that it would be soon, but that they do not have an exact date. Council Member Parigian stated that he approves of Scenario 3 and doesn't think the location is terrible, as he believes there will be significant growth over the years on the east side of 40. Council Member Parigian asked how many parking spots per unit there would be. Alexander stated that there would be 1.5 beds per unit. Council Member Toly stated that changing the location of this project now would mean delaying the project significantly. She furthered that the City is trying to make the project as unimpactful to the Park City Heights neighborhood as possible and believes Clark Ranch to be an extension of Park City Heights, where families can create community. She is in favor of Scenario 3 but would like to see more townhomes and fewer stacked flats on the development if the project is to move forward.

Council Member Ciraco does not have a problem with the project or the developers but does have concerns with the site location and costs associated with the development.

1 He furthered that Scenario 3 is a fair calculation but would like to see the purchase price
2 for Clark Ranch be evaluated in today's market regarding the gap. Council Member
3 Dickey stated the purchase price of \$6.7 million for Clark Ranch was for 300 plus acres,
4 so the 10 acres proposed for the project would probably be around a \$200,000 land
5 cost. He supported Scenario 3 and the proposed location to maintain the majority of
6 Clark Ranch as open space and therefore can remain a buffer to the development in the
7 Wasatch Back. He asked Council Member Parigian what he needs specifically from the
8 Alexander Company to move this project forward. Council Member Ciraco mentioned
9 that Clark Ranch has been the only location under consideration but thinks that it is
10 inadequate for this project and believes that it is going to drive the cost, the subsidy, to
11 over \$100,000 per unit. He also stated, to Council Member Dickey's point, land for
12 development is worth more than land for recreation open space; hence, the 10 acres for
13 Clark Ranch that is being contemplated is worth more if it is rezoned.

14
15 Council Member Parigian said he would like to know the results of the traffic study to
16 fully commit to the project, but in his mind, this is the only site, because there are no
17 other proposed locations. Wineman stated that there is a feasibility traffic study on the
18 Clark Ranch website if Council Members would like to review that while they wait for the
19 updated traffic study to be completed. Council Member Rubell stated that the land was
20 purchased with the intent to be placed under a conservation easement, and he does not
21 support carving off acreage to rezone for other intents. Council Member Toly stated that
22 on March 3rd, 2016, there was a Council Meeting from COSAC where they discussed
23 affordable housing on the land, so COSAC knew the possible intent of development.
24 Council Member Rubell stated that the zoning does not reflect that intent beyond the
25 discussion of the land being considered as such. Mayor Worel stated that she was on
26 Council when it was being discussed, and at the time Council wanted to do a feasibility
27 study on 10 acres, so the Council did recruit Utah Open Lands to develop the
28 conservation easement, but it was never applied. Council Member Ciraco urged Council
29 to take stock of where they are today, rather than 2016, and make the best decisions for
30 the public. Council Member Toly would like public to be made aware that if Council
31 wishes to change the location of the development now, they would need to put out a
32 new RFP. Council Member Rubell stated that he is in favor of workforce housing but is
33 not in favor of the location of this project.

34
35 Wineman asked what cost per unit Council is looking for. Council Member Rubell
36 replied that his favorite number is zero, citing Studio Crossing as an example, so
37 taxpayers are unaffected. Council Member Dickey stated that Studio Crossing cost zero
38 because it was subsidized with nightly rentals and commercial density, but he does not
39 believe that the community wants Council to do that with this project. Council Member
40 Rubell stated that mixed-use commercial, or other levers could be used to reduce
41 project costs. Council Member Toly would like staff to clarify if the road cost for
42 EngineHouse was factored into the project. Wineman confirmed that the road was not
43 factored into the cost of the project initially. Council Member Ciraco clarified that the
44 EngineHouse road serves the whole neighborhood, not just the development. Mayor

Worel summarized that two Council Members are opposed, and three are interested in moving forward and learning more with regard to Scenario 3.

Alexander asked if Council is comfortable moving forward with the project as it will cost a \$1 million to start the project, and they are only 20% of the way there. Council Member Toly asked if November is the only time during the year that they could apply. Day responded that November is the first period, or first application that is accepted for the private activity bonds, and the most opportunist, in regard to bond allocation, to apply. Wineman stated that there are other ways to acquire bonds if Council needs to explore those options. Council Member Parigian stated that Council could potentially vote to reimburse Alexander for their sunk costs if for some reason the project does not go through. Mayor Worel asked the team how soon the traffic study will be ready. Day stated that he is unsure but thinks that it could potentially come back within the next month. Mayor Worel asked when the study is complete for Alexander to return to a Council Agenda to present the findings. The Alexander Team agreed to push forward toward November deadlines.

2. Consideration to Approve Resolution No. 18-2025, a Resolution Amending the Fee Schedule:

Clint McAfee, Public Utilities Director, brought back an alternate response based on Council's prior feedback. He furthered that this alternative comes with a significant revenue reduction for the Water Enterprise Fund which would either have to be offset with expense cuts or with another revenue source. In addition to the recommendation, staff also provided two additional alternatives for consideration. McAfee stated that Alternative 1 is integrating Council's initial feedback, which reduced the highest tier from \$75 per 1,000 gallons to \$37.84 per 1,000 gallons, which matches the commercial and multifamily max tier. McAfee added an extra-large single-family property category was added, and the large was modified. Previously, the large was over .75 acres, and now it is .75 to 1.24 acres and the extra-large is 1.25 acres and above. An additional rate category was created for smaller properties, less than half an acre, and all of these changes in total would decrease the water revenue fees by \$1.3 million on top of the \$1.1 million with the initial rate change, totaling \$2.4 million. McAfee stated that staff is seeking direction on how to close the \$1.3 million gap.

McAfee stated Alternative 2 incorporates the same changes in Alternative 1 but also changes the price of tier one, two, and three to match commercial and multifamily. McAfee continued that this modification would cut revenue reduction down to \$600,000 instead of \$1.3 million. He furthered that Alternative 3 incorporates Alternative 1 and 2, but also increases the base rate for medium, large, and extra-large single-family properties. He stated that these are consistent with other rate classes, including irrigation, where the City charges a higher base rate for a bigger property.

Council Member Rubell asked if staff came up with a potential contribution to offset the mining-impacted water capital that would come out of the debt service needs. McAfee responded no, but that staff could look at that if Council directs. Council Member Rubell

1 stated that he would like that conversation brought back to Council to see if it could
2 potentially make up the difference in the annualized \$1.3 million. Council Member
3 Parigian asked how many customers the City has. McAfee stated that there are about
4 4,500 single-family residential. Council Member Parigian asked why the City is changing
5 rates for a few people who could be negotiated with in other means. Mayor Worel stated
6 that staff is responding to Council direction from the last meeting.

7
8 Council Member Ciraco asked if the State had not been in a severe drought this
9 summer, would staff still consider numbers to be normal. McAfee stated that the
10 economy over weather is a bigger driver, and that water consumption is up this year,
11 but it is within normal fluctuations, so around 9% higher. Council Member Toly asked
12 where most of the homes fall within the distribution. McAfee stated that that most of the
13 houses would fall within the small range.

14
15 Mayor Worel opened public input.

16
17 John Greenfield, 84060, does not understand why the lowest base rate is \$75 Dollars,
18 and doesn't see how that encourages lower water use. He stated that he doesn't
19 understand why the largest users, cited as golf courses and ski resorts, don't pay
20 significantly more, instead of major users seeing decreases.

21
22 Mayor Worel closed public input.

23
24 Council Member Rubell would like to see the positive 5%, under small, with all the
25 alternatives move to 0% to match the original policy intent. He furthered that he would
26 like to go with Alternative 1 but would like to make up the revenue deficiency through
27 covering some of the mining impact, so it does not have to be absorbed by ratepayers.
28 In addition, Council Member Rubell would make those rates retroactive to July 1st.
29 Council Member Dickey stated that he prefers Alternative 3 to be more fiscally prudent
30 and would make rates retroactive to July 1st. Council Member Ciraco approves of
31 Alternative 1, and would make rates retroactive to July 1st. Penny Frates, Assistant
32 Budget Director, stated that staff is still analyzing, but numbers would be closer to \$200
33 - \$300,000, not \$1.3 million. Council Member Ciraco asked if all City accounts were
34 paying for water at retail rates. McAfee stated that the City is phasing in retail rates
35 during the next 3 years, with this year being year one, excluding the golf course which is
36 paying a raw water rate. Council Member Ciraco asked if the City has always
37 subsidized water rates for internal accounts, to which McAfee confirmed. Council
38 Member Toly approves Alternative 2 and would make rates retroactive to July 1st.
39 Council Member Parigian stated that he is in favor of Alternative 1 and making rates
40 retroactive to July 1st. Mayor Worel stated that Council is unanimous in making the
41 policy retroactive to July 1st with the majority of Council supporting Alternative 1.

42
43 Council Member Rubell moved to approve Resolution No. 18-2025, a resolution
44 amending the fee schedule, adjusting water rates for Single Family Residential and

Irrigation accounts to Alternative 1 and making credits retroactive to July 1st, 2025.
Council Member Ciraco seconded the motion.

McAfee asked how Council would like to set up funding for the \$1.3 million. Council Member Rubell stated staff should work with the Budget Team and use the tools at their disposal to make some recommendations for Council. Margaret Plane, City Attorney, reminded Council that unless the \$1.3 million can be remedied this fiscal year, Council will have to amend the budget that they adopted. Council Member Rubell reminded staff that direction surrounding the special program for one-time landscape investment remains the same. Plane asked Council how they would like to prioritize the request. Council Member Rubell would like to prioritize that program. McAfee confirmed that he and staff would work on a potential budget adjustment in tandem with prioritizing the program for one-time landscape investment.

RESULT: APPROVED

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

VIII. ADJOURNMENT

With no further business, the meeting was adjourned.

Marissa Marleau, Deputy City Recorder



PARK CITY SPECIAL COUNCIL MEETING MINUTES - DRAFT

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

September 5, 2025

The Council of Park City, Summit County, Utah, met in open meeting on September 5, 2025, at 11:00 a.m. in the 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. Discuss Design and Strategy Preferences for the Bonanza 5-Acre Site

Redevelopment:

Steve Swisher and Lisa Swisher, GTS Development, Joel Jennings and Van Lewis, Method Architecture, and David Brint, Nick Carney and Carly Brinla, Brinshore Development, presented this item. Swisher stated these planning meetings would hopefully result in construction beginning fall 2026. He noted the goal for the development was to break down massing and vary the heights of buildings. There would be a landscape buffer on the street. The Council liked the sample drawings for the mountain themed buildings. Council Member Toly clarified the buildings would all look different for variety.

Steve Swisher focused on the village green and laid out the dimensions. He noted the transit lane at the corner of Bonanza that would be north/south facing. Council Member

1 Dickey asked what would be in the green space. Swisher stated that was intended to be
2 a flexible use lawn that could be changed to allow an event. He suggested some
3 climbing boulders on part of the area for children to recreate. It was indicated part of the
4 green space would have a step down from one section to another. Other ideas for that
5 space included a splash pad or ice rink, depending on the season. He noted public
6 restrooms would be incorporated on the corner of Kearns Boulevard.

7
8 Steve Swisher stated the buildings on Bonanza would be retail or nonprofit uses that
9 would have doors on both Bonanza and the green space. Buildings on Kearns would be
10 six live and work units, and the other building on the southwest would be for tenant
11 services. He noted it was beneficial having a drop-off next to Munchkin. Council
12 Member Rubell stated a daycare wasn't guaranteed, and that the space should be
13 designated for a non-profit. Swisher stated it would be set up to be nonprofit, education,
14 or retail. Council Member Rubell hoped that space would be an arts space. Regarding a
15 daycare, the Council learned capacity was no longer an issue, so he didn't know if a
16 daycare was the best use for that area. Brinla indicated this was a family space and
17 they were gearing amenities toward families. Council Member Rubell stated there was a
18 strong desire from the community to have arts in that area and he asked that arts be
19 considered. Council Member Toly felt art needed to be part of the conversation, but they
20 didn't know what the daycare need would be in three years. Brinla indicated investors
21 liked daycares and tended to put funds to those projects.

22
23 Steve Swisher asserted art would be mixed in throughout the development. There was
24 discussion on the different sizes of retail spaces to accommodate a variety of needs.
25 Council Member Rubell asked about the education space. Swisher stated they allocated
26 7,000 square feet for that use, and they felt that was a significant size. He thought it
27 could fit in a variety of spots on the site. They talked to the university and the arts
28 groups and people were excited about the opportunity. The Council asked to hear from
29 these groups. Swisher discussed possibilities for the corner of Kearns and Bonanza,
30 including the Olympic Flame and a coffee shop with a deck. For the south end of the
31 site, he imagined a restaurant with a deck. He didn't recommend having a lot of
32 restaurants since there were many in this area. Mayor Worel asked how deliveries
33 would be made into those spaces. Swisher stated he needed to work through that but
34 felt the bus lane could be used at certain times. Council Member Toly asked about trash
35 pickup. Swisher stated the apartments above the retail spaces would have trash chutes
36 going into tubs and then those would be moved to a pickup area.

37
38 Council Member Parigian stated there needed to be a reason for people to come back
39 and he thought having little cafes or grab and go food places would be good. Katie
40 Wilking, Berkshire Hathaway, stated people were looking for more of a restaurant set
41 up, but they could get a nice tenant mix.

42
43 Steve Swisher stated this design was set up with 70% open space and he thought the
44 village green with the programmable area was important. He noted that green space
45 was more than two acres. He indicated maintaining grass in an event area was hard

1 and stated some possibilities for that area were inground electrical and water boxes so
2 tents could plug in. There would also be night lighting. Council Member Parigian
3 asserted events would not be the main use for the common area. Swisher stated for
4 day-to-day use, there could be a picnic area and benches, as well as planters. They
5 could have tables and chairs for shared outdoor dining too. He felt the zone would be
6 very active.

7
8 Steve Swisher reviewed the residential density for the site depending on the building
9 height approved. Brinla displayed a chart with the different AMIs at the lowest density
10 option of three stories with 106 units. This model would be more expensive to build and
11 would have less parking. Council Member Rubell asked what the recommendation
12 would be if they just focused on workforce housing. Brinla responded the 50%-80%AMI
13 should be the focus in that scenario. Brint stated most workforce housing was above
14 60% and affordable housing was under 60%. He felt this was a mixture of those
15 groupings. Council Member Rubell asked to see another option that reflected Park
16 City's workforce. Brinla asserted she could do that. Brint indicated he would bring a
17 profile of those in the different AMI groups. Council Member Rubell referred to the
18 LITHC funding and asked if there was another funding option if they didn't get LITHC
19 funding. Brinla stated they would request the 4% LITHC which was much easier to get.
20 The harder funding was the soft money, like state tax credits. Lowering density would
21 help this project's funding.

22
23 Council Member Ciraco asked what the research showed for a teacher's salary in Park
24 City, to which Brinla indicated \$70,000 and noted new teachers made less than that. He
25 asked why market rate units cost more to build, to which Brinla replied it was more
26 expensive because there was no tax credit or LITHC funding to offset the cost. Council
27 Member Dickey asked why the market rate units were classified as 80%-120% AMI and
28 why they were discounted in these mixed income projects, noting these would be new
29 rental units and he thought they would rent for more. Brinla indicated that from
30 experience they found that units within these projects had to be discounted at least
31 10%. Brint stated they could look at that and see if that was the case for Park City.
32 Based on the current rental inventory, Council Member Dickey didn't think those rates
33 would hold. He also asked if the units could be deed restricted. Brinla stated that was
34 possible, but people could be forced to move when their income exceeded the limit.
35 Another barrier with deed restrictions was the requirement to verify income.

36
37 Mayor Worel asked about the feasibility of one parking space for a four-bedroom unit.
38 Brinla indicated they could build more parking or rely on street parking. Council Member
39 Parigian preferred to overpark the project. Brinla stated having one four-story building
40 option could give the project 10 additional units and having two four-story buildings
41 would give 20 additional units. Council Member Parigian asked if less funding would be
42 required from the City if there were more units in the project. Brinla stated the City
43 would contribute the \$30 million that it committed plus \$100,000 per market rate unit
44 built.

1 Council Member Dickey didn't object to a four-story building on Munchkin. Council
2 Member Ciraco supported two four-story buildings. Council Member Parigian supported
3 two four-story buildings. Steve Swisher stated there would be solar on some of the
4 buildings, and they were really focusing on views and daylighting coming into the units.
5 Council Member Rubell supported the Kearns building as a four-story. Council Member
6 Ciraco noted that seeing the sight lines would help him to be able to make a better
7 decision. Swisher stated he went to the site and there was a nice view of the mountains.
8 Council Member Toly supported one four-story building. Council Members Dickey and
9 Parigian didn't want the project to seek exceptions to the code. Brinla summarized the
10 majority of Council supported one four-story building as long as sight lines were
11 maintained.

12
13 Steve Swisher referred to the parking diagram and indicated the bus lane and trash
14 area would limit underground parking to approximately 300 stalls. Bicycles would be
15 stored on the plaza level. Council Member Rubell thought this area was a great place to
16 capture vehicles since there was a transit stop here, and it was a central location. He
17 asked if this project could accommodate a transit use with easy access from the garage
18 to where the buses would be staged. Brinla stated another elevator could be installed by
19 the bus stop. Swisher indicated there would be an elevator from residential to the
20 garage and an elevator from the village green to the garage. Council Member Parigian
21 asked about the cost of an elevator. Brinla stated a two-level elevator would cost
22 \$300,000 and annual maintenance was \$8,000-\$10,000. She noted they would gate the
23 residential area of the parking garage. Council Member Rubell thought shared parking
24 could be worked on. Swisher explained a two-level parking garage would require ramps
25 and he estimated a total of 500 spaces for that scenario.

26
27 Mayor Worel asked about trash and recycling pick up. Swisher stated the width of the
28 fire lane was doubled so there was room to have landscaping, a sidewalk, and a place
29 for a dumpster corral. Council Member Toly asked for a cost estimate for a two-level
30 parking garage. Brinla stated currently the cost was \$75,000 per stall on the first floor,
31 but higher for the lower level, and estimated \$120,000-\$125,000 per stall there. Council
32 Member Rubell asked about revenue to offset the cost of parking. Brinla indicated the
33 City could enter into an operating agreement with Brinshore where the City collected
34 parking revenue and then paid Brinshore a monthly payment. Brinla stated if there was a
35 high water table, the parking garage cost would increase. Swisher noted the water table
36 was higher during spring runoff and they would build the garage like a boat. There
37 would also be pumps in some buildings. Council Member Rubell thought the expanded
38 parking garage was a great way to get cars off the narrow streets of Old Town.

39
40 It was indicated the consultants would get the following information to the Council at the
41 next meeting: unit AMI mixes, parking garage build out cost, solar and view studies, and
42 an exterior design. There would be public input at the September 24 meeting, and an
43 additional meeting would be scheduled in October for final approval. Council Member
44 Rubell asked for potential programmers for the art and education spaces to come talk
45 about what they envisioned.

III. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: Public Treasurer's Entity Resolution
Author: Mindy Finlinson, Finance Director
Department: Finance Department
Date: September 25, 2025

Recommendation

Consider a request to adopt a resolution authorizing individuals in the organization to make changes to the Utah Public Treasurer's Investment Fund (PTIF) accounts.

Executive Summary and Analysis

The Utah Office of the State Treasurer requires that PTIF pool participants adopt a resolution authorizing at least two individuals from each organization to make changes to the PTIF accounts. This resolution is adding Parker Dougherty, the new City Treasurer, to the City's account. Once adopted and signed by the Mayor, the resolution must be returned to the State Treasurer's Office.

The PTIF is available to state and local government entities as a short-term cash investment vehicle. The PTIF invests to maintain safety of principal, liquidity and a competitive return on short term investments. Any funds administered by a public treasurer in the State of Utah may be invested in the PTIF. By investing in the PTIF, public entities can leverage the expertise of the Treasurer's Office while minimizing the expense of investment management to local taxpayers.

The City invests money with the PTIF to ensure that not all funds are in one bank account. Taxes, bond issuance and interest are directly deposited into the account and the Treasurer makes withdrawals or deposits as necessary.

Additional information can be found at: <https://treasurer.utah.gov/for-government/public-treasurers-investment-fund/ptif-overview/>

Funding

No funding is necessary.

Exhibits

Exhibit A Public Entity Resolution



1. Certification of Authorized Individuals

I, Nann Worel (Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of Park City Municipal Corporation (Name of Legal Entity). Please list at least two individuals. Each individual must have a unique email.

Name	Title	Email	Signature(s)
Parker Dougherty	Treasurer	parker.dougherty@parkcity.gov	
Mindy Finlinson	Director of Finance	mindy.finlinson@parkcity.gov	

The authority of the named individuals to act on behalf of Park City Municipal Corporation (Name of Legal Entity) shall remain in full force and effect until written revocation from Park City Municipal Corporation (Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. Signature of Authorization

I, the undersigned, Mayor (Title) of the above named entity, do hereby certify that the forgoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the 25 day of September, 2025, at which a quorum was present and voted; that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

Signature	Date	Printed Name	Title
		Nann Worel	Mayor

STATE OF UTAH)
)
COUNTY OF _____)

Subscribed and sworn to me on this 25 day of September, 2025, by
Nann Worel (Name), as Mayor (Title) of
Park City Municipal Corporation (Name of Entity), proved to me on the basis of
satisfactory evidence to be the person(s) who appeared before me.

(seal)

Signature_____

City Council Staff Report

**Subject: Contract Approval for McLeod Creek Path
Bridges Project**

Author: Logan Jones

Department: Engineering

Date: September 25, 2025



Recommendation

Consider approval of a Design Professional Services Agreement with METHODS Consulting Inc., in a form approved by the City Attorney, for design and construction services outlined in Exhibit A related to the McLeod Creek Path Bridges Project (Project), in an amount not to exceed **\$257,602.32**.

Executive Summary

The Project will replace two aging pedestrian/bicycle bridges along McLeod Creek Path, one [near the Park Avenue Post Office](#) and another [near Fire Station 31](#). These structures have reached the end of their service life, do not meet current design standards, and cannot support snow removal equipment.

Following the completion of a feasibility study in February 2025, which recommended constructing two new prefabricated bridges, the City issued an RSOQ on July 21, 2025. Two engineering consultant firms responded. On August 12, 2025, the evaluation committee reviewed and scored both submittals, ranking METHODS as the top proposer.

In accordance with the City's Procurement Policy for Design Professional Services, staff negotiated compensation with METHODS Consulting, and reached an agreement on \$257,602.32.

Analysis

Problem/Opportunity

- Two timber pedestrian bridges along McLeod Creek Path have reached the end of their design life, no longer meeting design or load standards, that in turn limits snow removal operations.
- In September 2024, the Streets Department contracted emergency repairs to the bridge behind the Post Office on Park Avenue to stabilize an eroding bank and temporarily correct undercutting of the abutments. While these repairs addressed immediate safety concerns, they highlight the urgency of full replacement.
- Replacement bridges will improve safety, ADA accessibility, and ensure reliable winter maintenance compatibility, including grooming or plowing with City equipment.

Feasibility Study Findings

- In February 2025, Parametrix completed a feasibility study that evaluated three alternatives for replacing the bridges.
- The study recommended constructing two new prefabricated bridges rather than retrofitting an unused steel truss, citing long-term durability, compliance with modern width and load standards, and lower overall life-cycle costs.

Alternatives Considered

1. No Action – Maintain existing bridges. This would likely result in unexpected failures and long closures. The City seeks to be proactive in preventing such disruptions.
2. Reuse Existing Steel Truss – Determined impractical by the feasibility study due to corrosion, load limitations, and increased engineering costs.
3. New Bridge Design (Recommended) – Aligns with feasibility study recommendations and City standards for width, load capacity needed for snow removal, and longevity.

Consequences of Alternatives

- Financial: Delaying replacement could increase costs due to emergency repairs or failure. Retrofitting the existing bridge would also incur significant additional engineering and inspection costs.
- Service Level: Without new bridges, winter grooming, snow removal, and accessibility improvements remain compromised.

Funding

The design contract amount of **\$257,602.32** will be funded through the General Fund allocation for the Project included in the [approved FY26 capital budget](#) (page 55).

Exhibits

- A. Scope of Work - METHODS Consulting Inc.

September 3, 2025

Logan Jones
Project Manager
Park City Municipal Corporation
Via email: Logan.jones@parkcity.gov

**RE: McLeod Creek Bridge Replacement
Design Scope of Work**

Dear Logan,

METHODS Consulting is pleased to submit this scope of work and fee proposal for the design services required to replace two bridges that cross over McLeod Creek in Park City, along with the associated roadway, drainage, and grading improvements necessary to integrate with existing conditions. To provide the design, we will divide the scope into 50%, 100% design phases, and release for construction (RFC) plan set, specifications, and the engineer's opinion of probable construction costs (OPCC).

Our scope of work will provide two advertisement packages: the bridge advertisement and the civil construction package. METHODS will define the alignment of the trail, both horizontally and vertically, at 50% if approved by Park City (PCMC), to allow confidence in the bridge advertisement package. We will provide a design that meets the hydraulic requirements of the creek while staying within the existing right-of-way and easements currently established for the existing trail, where possible.

The design will comply with:

- The Americans with Disabilities Act, including the Public Right-of-Way Accessibility Guidelines (PROWAG);
- Manual of Standard Specifications (2017), as published by the Utah Chapter of the American Public Works Association;
- Manual of Standard Plans (Current Edition) as published by the Utah Chapter of the American Public Works Association; <http://utah.apwa.net>;
- Manual on Uniform Traffic Control Devices (MUTCD), latest edition as published by the Federal Highway Administration (FHWA);
- Utah Department of Transportation (UDOT) standards (City standards take priority over UDOT standards);
- METHODS' CADD Standards;
- Applicable building codes, laws, or regulations; and

Scope of Work

Project Management

Administration tasks required by this contract include internal team scheduling and meetings, reporting, budgeting, coordinating, and other tasks necessary to manage the design effort and keep the PCMC Project Team informed of the status of work.

1.1 Management of the Design Effort:

- This includes project setup with our accounting system for METHODS. METHODS will produce and submit a monthly report to PCMC in conjunction with project invoicing.

1.2 Project Meetings:

To facilitate the progress of design and management of the project, the following recurring meetings are anticipated for the METHODS team.

Meeting	Frequency	Duration	Location	Attendees
Design Internal Team	Weekly	30 min	Virtual	PM, Discipline Leads, and active design personnel
Project Management	Four Meetings	30 min	Virtual	Gary & Logan
Project Team Review Meetings	50% and 100%	90 min	In-person	PM, Discipline Leads, and PCMC

- The meeting duration in the table above indicates only the duration of the meeting. Meeting hours in our fee proposal will include preparation time.
- It is anticipated that, at times, other individuals will be needed to fill in for those listed above as the attendees.

50% DESIGN PHASE

Develop Base Mapping & Existing Surface

METHODS will establish survey control for the project to be used in design through construction. Survey Control Sheets, along with a geo-referenced seed file, will be prepared for the project. The Survey Control Sheets will be certified by a Utah Professional Land Surveyor and include information used to establish the project parameters or the basis of bearing with primary control monuments. The limits of the survey will extend along the path and McLeod Creek, 200 feet on each side of the existing structures for both bridges.

Orthorectified aerial imagery will be collected within the project limits utilizing METHOD's Unmanned Aircraft Systems (UAS). The UAS data will also be utilized to create a 3D point cloud of the project. This point cloud will allow the project team to create a surface model of the site, where visibility from above will be allowed. A conventional survey will be conducted to map McLeod Creek, ditches, fences, and other physical features not identifiable from the UAS data.

Information collected will be compiled into a geo-referenced Civil 3D file (Extopo.dwg) according to METHODS' Standards. A model of the existing surface will be developed, and spot checks will be conducted in the field to verify surface accuracy.

Deliverable:

- Extopo.dwg
- Surface Model
- Aerial imagery
- 3D point cloud

Obtain Utility Information

METHODS will request from public and private utility companies appropriate as-built plans. METHODS will map this information in the coordinate system associated with the survey gathered. It is assumed that no utilities will be within the project area.

Deliverable:

- METHODS will map utility information in AutoCAD

Identify Existing Right-of-Way (ROW)

Research will be conducted to obtain the necessary records needed to determine the existing rights-of-way lines along the project corridor. That research will include coordinating with State, County, and City offices. Our team will compile this research to develop an existing right-of-way drawing (PIN_Exrow.dwg).

METHODS will create a property owner spreadsheet that identifies the parcels inside the project limits, along with owner information. This spreadsheet will be used in identifying right-of-way needs and developing documents for potential temporary construction easements. It is anticipated that the existing ROW will be defined on the four adjacent parcels of the existing bridge, and Summit County GIS data will be used to define the other existing ROW lines in the project area.

Deliverable:

- ExRow.dgn
- ExRow Property Spreadsheet

Develop Horizontal, Vertical Alignments, and Cross Sections

METHODS will tie horizontal alignment data to the survey and generate control points. METHODS will develop potential horizontal and vertical alignment alternatives for the roadway in accordance with the alternatives described in the concept development. METHODS will

analyze a 12-foot trail cross-section with a 1-foot shoulder on both sides. METHODS will also evaluate the impacts on existing ROW parcels based on the concepts generated.

Deliverable:

- Plan view roll plot of various trail alternatives.

Storm Drain Analysis

METHODS will review the existing PCMC Master Plan for the project area. From this report, METHODS will review watershed information, geographic information, and existing drainage features. METHODS will complete a field review of the study area. We will also gather information and evaluate the existing conditions along McLeod Creek. It is assumed that all drainage will be conveyed via gravity storm sewer lines and that pumping facilities will not be required. Due to the nature of the trail, it is assumed that drainage will be a sheetflow condition, and no catch basins and pipe culverts will be designed.

METHODS will identify methodologies for hydraulic analysis and evaluate the Jordan River geomorphology. We will evaluate preliminary structures' geometry, type, and span, and perform hydraulic analyses to determine opening requirements, considering backwater effects and debris passage. We will also evaluate bridge scour and structure foundation type and depth. We will coordinate with the environmental personnel to address environmental impacts, commitments, and requirements. We will also coordinate with the structure's design team and provide the necessary information to complete the situation and layout for the structure, and provide the following information;

- Hydraulic opening
- Bridge orientation
- Low chord elevation
- Scour depth at abutments and piers
- Water surface elevations

Deliverable:

- Draft Hydraulics Report
- Prepare a memorandum of findings of the existing conditions
- Present a design basis memorandum with design requirements, precipitation events, and other assumptions

Geotechnical Investigation

METHODS will contract with Civil Solutions to complete the geotechnical investigation and geotechnical design. Please see the attached scope of work from Civil Solutions for further details.

METHODS will take the data provided by Civil Solutions and add boring log sheets to the plan set that will be included with the advertising documents for both projects.

Preliminary Structure Design

METHODS will review the existing conditions and determine the physical requirements for the new bridges and associated retaining walls. We will explore two structure types in conjunction with PCMC. At this phase, the structure design will focus on the plan and profile elements of the bridge and retaining walls. Our team will explore up to two different structure types along with the associated plan and profiles for the different structures.

Deliverable:

- Plan and profile of two different structure types
- Preliminary plan and profiles for retaining walls

Assumptions:

- It is assumed that there will only be four retaining walls per bridge, less than 100-feet in length

Opinion of Probable Construction Costs (OPCC)

METHODS will prepare an OPCC that includes the quantities associated with the 50% design. We will prepare an estimate that includes a 20% contingency for construction and a 5% contingency for the City's engineering and administrative services.

Deliverable:

- Engineer's quantities and OPCC will be submitted with the 50% review submittal.

50% Plans

METHODS will prepare plan sheets following the METHODS' general requirements for review of the preferred concept design. In detail, METHODS will prepare a preliminary set of plans and distribute them in electronic PDF format to the City with the following items for review.

- Title sheet with index of plans
- Plan and profile sheets that have developed the initial layout of the trail plan, including edges of pavement, edge of shoulder, cut and fill slope catch points
- Typical sections
- Preliminary Structure Sheets
- Drainage and Utility sheets (concept level)
- Signing and striping sheets (concept level)
- OPCC

Deliverable:

- 50% plan set for the City's Review.

50% Design Review Meeting

METHODS will schedule and conduct a concept plan review meeting. During this meeting, METHODS will discuss and review the plans and reports submitted, review comments from the City, and take notes for distribution.

ENVIRONMENTAL

Wetland Delineation

Wetland delineations are required to locate boundaries of wetland and/or stream resources on proposed project sites to avoid and/or minimize impacts from proposed actions (i.e., soil/sediment removal), and to enable proper restoration/mitigation. METHODS will conduct a Wetland Delineation to help determine potential wetland impacts associated with bridge improvements for the project area. Modification or additions, or any new environmental laws or regulations that significantly change the services to be performed, as defined below, shall be treated as “Additional Work”.

METHODS is responsible for conducting wetland delineation and completion of a wetland delineation report in accordance with methodology contained in the 1987 US Army Corps of Engineers (USACE) Wetland Delineation Manual, and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual.

- Data Collection - METHODS will obtain National Wetland Inventory maps, aerial photography, soil survey data, and quad maps for the project(s). This information will identify any historic or designated wetland areas not previously delineated or possibly delineated.
- Field Delineation - METHODS in conjunction with our subconsultant will conduct field delineation in accordance with the methodology contained in the 1987 US Army Corps of Engineers (USACE) Wetland Delineation Manual. According to Section 404 of the Clean Water Act (Clean Water Act, 1977), a current (within 5 years) delineation of wetland resources must be performed before intrusive development or development that changes the surface water drainage pattern is undertaken.

The delineation will identify the Ordinary High Watermark (OHWM) locations in areas where applicable. Wetland/Upland boundaries along access routes will be marked with stakes or pin-flags, which will be labeled with the wetland corridor identification number and numbered in sequence. METHODS will also collect necessary field data for completing the function evaluation necessary for the Wetland Statement of Findings within each wetland identified along the alignment during the delineation.

- Wetland Delineation Report - METHODS will prepare a final Wetland Delineation Report identifying wetlands or waters of the US that occur within the study area. The report will include field data sheets, PNC form, methodology, and findings.

Deliverable:

- Final wetland delineation with information based on jurisdictional determination, attributes, and information, including the jurisdictional determination, will be generated and provided to PCMC and USACE. No nationwide permit is needed, and it is assumed that only a stream alteration permit is needed. If a nationwide permit is required, a contract modification will be necessary.

Assumptions:

- It is assumed the project will limit permanent wetland impacts to less than 0.1 acres and less than 300 linear feet of channel alterations, thus requiring no mitigation or approval from the USACE.

PERMITS

Permits

METHODS will, assist in the preparation and submittal of permit applications and address comments for required permits, including but not limited to: Resource agency permits including US Army Corps of Engineers Nationwide Permit 14 and Stream Alteration Permit from the State; Flood-Control permits; Floodplain development permits; Noise variances; Construction water permits, including NPDES/UPDES, local City/County permits, and provide Erosion control drawings for the contractor to apply for erosion control permits; .

- The designer will coordinate with permitting agencies, including up to one round of review and comment, before issuance of the necessary permits.
- The designer will design culverts following FEMA requirements and the requirements
- Stream alteration permits will be obtained for crossings as required by the Utah Division of Water Rights.
- Floodplain development permits will be obtained for locations where the proposed roadway embankment or structural elements would encroach on a regulatory floodplain, and structures will be designed to meet the more stringent of FEMA requirements or local floodplain ordinances.
- The designer will obtain flood-control permits from the applicable Floodplains Administrator (PCMC and Summit County) for McLeod Creek.
- The designer assumes that a nationwide permit will not be necessary based on the direct and indirect impact on aquatic resources.

100% DESIGN PHASE

Finalize Trail Plans

After the 50% Review Meeting, METHODS will refine the horizontal and vertical alignments. We will also establish cross-sections for the trail and bridge at 25-foot intervals and begin to establish earthwork quantity calculations based on pavement sections. We will also establish vertical control points along the corridor, which includes preserving the existing infrastructure where possible. During this task, METHODS will define the final limits of disturbance. We will also prepare the final retaining wall or landscape wall plan and profile to minimize property disturbance.

METHODS will prepare the details necessary for the construction documents. Make revisions identified on previous review comments and verify adherence to environmental commitments, agreements, and permits. Complete callouts, stationing, and other remaining details necessary for construction documents.

Following the Manual on Uniform Traffic Control Devices (MUTCD), our team will prepare signing and striping plans for the project. METHODS will finalize signing and striping design and make revisions identified in previous review comments, in field review meetings, and will verify adherence to MUTCD standards.

Finalize Storm Drain Plans

METHODS will review hydraulic computations and verify the size, type, slope, and location of structures. Review and finalize detention calculations and outfall locations. Prepare final drainage plans with appropriate details. Prepare the grading information necessary for construction staking by the contractor.

Our team will also finalize the hydraulic report that was previously submitted, addressing comments provided by PCMC. We will also prepare permits and submit them for the stream alteration permit and floodplain development permit.

Deliverable:

- Final hydraulics report.
- Prepare and obtain Stream Alteration Permit. Assumes that no CLOMR or FEMA map revisions are required.
- Prepare and obtain a Floodplain Development Permit.

Finalize Structure Plans

From the 50% review meeting, it is anticipated that a bridge-type and retaining wall-type will be selected. The METHODS team will prepare the necessary calculations for the bridge abutments and retaining wall preliminary situation and layout (S&L) sheets. We will develop the S&L sheets for the bridge and retaining walls, coordinating with the roadway geometric requirements. Coordination with precast manufacturers will be established to identify the sizing of the abutments.

The METHODS team will finalize the Structural design, and construction drawings and specifications will be developed as a single set of construction documents for a single bridge crossing at both locations. Structural design will include the bridge abutments. Foundation design will be based on the recommendations from the geotechnical information provided. The drawings will also include existing bridge removal and construction phasing.

Deliverable:

- S&L Sheets

Assumptions:

- One single-span structure will be used for both bridges
- The bridge manufacturer will provide the calculations for the bridge and the loading criteria for the abutments.

Finalize OPCC

METHODS will finalize the OPCC. We will update quantities based on design changes and recalculate earthwork, structure, and other quantity changes. The OPCC will include a 10% contingency for construction.

Finalize Special Provisions

METHODS will finalize the project specifications and make revisions identified in previous review comments.

100% Design Phase Plans

METHODS will prepare plan sheets in accordance with METHODS general requirements for review of the preferred concept design. In detail, METHODS will prepare a preliminary set of plans and distribute them in electronic PDF format to the City with the following items for review.

- Title sheet with index of plans
- Plan and profile sheets that have developed the initial layout of the trail plan, including edges of pavement, edge of shoulder, cut and fill slope catch points
- Typical sections
- Structure sheets
- Drainage, Utility, and Grading sheets
- Signing and striping sheets
- Engineer's OPCC

Deliverable:

- 100% plan set for the PCMC Review.

100% Design Plan Review

METHODS will schedule and conduct a 100% plan review meeting. During this meeting, we will discuss and review the plans, specifications, and OPCC submitted, review comments from PCMC, and take minutes for distribution.

Finalize Advertisement Plan Set

Provide an electronic copy of the stamped plan set to the City for project advertisement. There will be two project advertisements, one for the bridges and the second for the civil work and bridge installation. We will also provide PCMC with a bid summary. METHODS will also prepare specifications following the current APWA Standards.

Construction Support Phase

This construction management plan oversees the installation of two pre-cast pedestrian bridges over McLeod Creek, and METHODS focus will be to verify that the contractor completes the work with a focus on safety, efficiency, and environmental protection. The initial phase will involve site preparation, including establishing a secure staging area for the bridges, equipment, and materials. METHODS will verify appropriate erosion and sediment control measures to protect the creek during all construction activities. Following site readiness, the construction management team will work with the contractor to coordinate the delivery and lifting of the pre-cast bridge sections. This critical operation requires the review of a detailed lift plan, certified rigging, and experienced operators to verify precise placement on the prepared abutments. The final phase will include on-site finishing work, such as securing the bridges to the abutments, installing railings, and performing necessary landscape restoration around both bridges. In detail METHODS scope of work will include

- Bidding Assistance
 - Prepare addendum if necessary. It is assumed no more than one addendum per advertisement package
 - Review bids and support PCM with a recommended contractor.
 - Arrange and host a pre-construction meeting
 - Prepare agenda and take notes for distribution
- Review submittals
 - Review the contractor's schedule
 - Review the contractor's suppliers
 - Review the contractors' material providers
 - Review bridge submittals
 - Review the bridge demolition and installation traffic control plan
- Respond to RFI's
 - Review up to four RFI's and provide a written response
- Change Order Review
 - Review up to two change orders and provide a written response
- Inspection & Materials Testing
 - The inspector will inspect the site on eight different site visits
 - These are assumed to be seven-hour visits plus travel
 - Review traffic control
 - Gather quantities for the contractor payment review
 - One visit for SWPPP inspection and existing bridge demo
 - Two visits for bridge abutment preparation, forming, and concrete pour
 - Two visits for both bridges to be inspected and installation
 - One visit for UTBC placement and compaction
 - One visit for HMA construction
 - One visit for miscellaneous needs
 - The inspector will complete materials testing while on site for UTBC, concrete, and HMA asphalt, following APWA standards. METHODS will test concrete, aggregate properties, and densities, and perform density testing on granular materials.
- Project Close Out
 - A site visit to complete a project walk-through to create a punch list of elements that were not completed in accordance with plans and specifications.
 - Follow up with the contractor to verify completion of the punch list
 - One site visit to verify that the punch list items have been completed.
- Record Drawings
 - METHODS will prepare and provide Record Drawings (as-built drawings) to the City according to the contractor and construction manager's redlines. This will include PDF and AutoCAD drawing files for all sheets of the drawing set.
 - Includes a survey of the creek post construction

Assumptions and Clarifications

This area lists general assumptions for the project; however, specific assumptions are also included in the scope of work with each task.

Management:

- The scope of work is based upon information known at the time contract documents were prepared.
- It is anticipated that there will be two advertisement packages (bridge and civil)
- It is assumed that no design exemptions or waivers will be required.
- PCMC review times will be one week after submission of materials
- It is assumed submissions will be electronically reviewed.
- No public involvement effort is included in this scope of work.
- No lighting design is included in this scope of work.
- No landscape design is included in this scope of work, only vegetation reestablishment.

Survey & Right-of-Way (ROW):

- ROW research will only be done on the trail. All work will be completed within the existing ROW or easements, and as such, only research will be conducted on the adjoining properties at both bridges.
- No permits will be acquired to conduct field work within the project limits.

Drainage:

- METHODS does not anticipate assessing the existing capacity of any existing outfalls.
- We do not anticipate any need for pipe cleaning.

Utilities:

- No utilities are anticipated within the project area.

Schedule

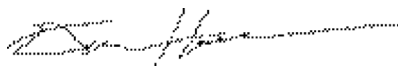
For our scope of work, the following schedule assumptions are made after official notice to proceed is received:

- The 50% level design package period is assumed to be 12 weeks.
- The 100% design period is assumed to be 12 weeks.
- The release for the construction design period is assumed to be 4 weeks.

We appreciate the opportunity to provide this proposal, and we look forward to serving Park City personnel. Please contact me with any questions or concerns

Respectfully,

METHODS Consulting, Inc.



Gary Horton, S.E.
Principal / Project Manager
801-879-8134

https://docs.google.com/spreadsheets/d/1fjHOu5dW8_5d3jPUs5z123QVTRHGvKPxWQgitMxz7us/edit?gid=0#gid=0

McLeod Creek Bridge Replacements				
METHODS Project # 25-159				
September 3, 2025				
Direct Expenses Summary				
	Quantity	Unit	Rate	Sub-Total
Mileage	1,120	Mile	\$ 0.700	\$784.00
Prints/Copies 8.5" x 11" Black & White	300	Each	\$ 0.25	\$75.00
Prints/Copies 11" x 17" Black & White	450	Each	\$ 0.50	\$225.00
Prints/Copies 8.5" x 11" Color	40	Each	\$ 0.50	\$20.00
Prints/Copies 11" x 17" Color	40	Each	\$ 0.75	\$30.00
Concrete Core Lab Test	12	Each	\$ 75.00	\$900.00
UTBC Lab Test	2	Each	\$ 125.00	\$250.00
HMA Lab Test	1	hour	\$ 275.00	\$275.00
Nuclear Gauge	3	Day	\$ 275.00	\$825.00
Test Hole Paved Surface Quality Level "A"	0	hole	\$ 760.00	\$0.00
Additional Core	0	each	\$ 140.00	\$0.00
Additional Footage	0	foot	\$ 95.00	\$0.00
Permit - Salt Lake City	0	each	\$ 500.00	\$0.00
Permit - UDOT	0	each	\$ 500.00	\$0.00
Traffic Control Plans	0	each	\$ 75.00	\$0.00
Traffic Control Set-ups	0	each	\$ 650.00	\$0.00
Import Backfill - Flowable Fill per Load	0	each	\$ 650.00	\$0.00
Traffic Control - Nightwork	0	each	\$ 1,500.00	\$0.00
Flowable Fill - Nightwork	0	each	\$ 2,000.00	\$0.00
Structural Subconsultant (see attached proposal)	0	Lump	\$ -	\$0.00
Geotechnical Subconsultant (see attached proposal)	1	Lump	\$ 4,850.00	\$4,850.00
Cultural Resource Survey for Wetlands	0	Lump	\$ -	\$0.00
Per Diem (partial)	0	Day	\$ 44.25	\$0.00
Per Diem (full)	0	Day	\$ 59.00	\$0.00
Lodging (Hotel)	0	Night	\$ 109.44	\$0.00
Total Direct Expenses				\$8,234.00



September 2, 2025

Gary Horton
Methods Consulting
Gary.horton@methodsconsulting.com
801.879.8134

RE: McLeod Creek Bridge

Dear Gary,

Civil Solutions Group, Inc. (CSG) is providing a fee proposal for services related to the McLeod Creek Bridge project, understood to be generally located in Park City Utah. The first bridge is just east of the post office at 2100 Park Ave and the second bridge is approximately 640-feet north, just north of Saddle View Way. CSG will need to coordinate access to these sites with Park City and may need to close part of the trail the day the field work is scheduled. These locations are referred to herein as the subject sites.

CSG has received the following documents from your office which outline the anticipated project conditions that this proposal is based upon:

- Image of Bridge Locations (Figure 1 below)

Scope of Work

- 1. Geotechnical Investigation:** It is understood that the structures in this development will be pedestrian bridges. The bridges will sit on abutments on each side of the creek that will be the foundation for the bridge. Maximum column and wall loads are anticipated to be on the order of 10 to 30 kips and 2 to 4 kips/ft respectively. According to the Utah Geological Survey, the site is in an area mapped as having very low liquefaction potential. The base scope and associated fees for this item have been developed to include and exclude the following geotechnical items:

Scope Includes:	Scope Excludes:
Define and evaluate subsurface soil and groundwater conditions	Liquefaction analysis
Drill 2 bore holes to a depth of 15-20'	Slope stability analysis
Laboratory analysis as determined by engineer	Construction inspections
Coordination with Park City for access	Infiltration testing
	Shrink/swell potential
	Deep foundations
	Geological studies
	Hazards studies
	Construction administration
	Geotechnical design

Deliverable: Digital copy of summary report will be provided to the client. CSG assumes that the client will handle all submittals and coordination of such.



Figure 1. Site Map

Figure 1

CSG provides a lump sum, per unit price which represents a fixed price for the duration of the project. There will not be change orders unless the scope changes. The lump sum price to complete the items above is as follows:

Table 1 - Schedule of Fees

<i>Item</i>	<i>Scope of Work</i>	<i>Fixed Fee</i>
1	<u>Geotechnical Investigation</u>	\$4,850

The Contract Exclusions shown below lists items that are not included in this contract unless they are specifically listed as an inclusion in the above scope tables. Additional work outside of scope will be billed according to the Schedule of Charges.



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CSG requires a retainer of 25% of the item cost to be paid prior to the commencement of any work on any item. This retainer will be applied to the project costs as services are provided. Just prior to the retainer being exhausted, CSG will invoice the Client for additional payments as needed to continue the project. Payments are due within 30 days of the invoice date. Payment to 80% of the contract value is required to be received and cleared prior to CSG delivering documents for submittal, review, or otherwise. The project will be considered billed in full once all services have been rendered and all invoices have been paid. In the event of non-payment, CSG reserves the right to suspend all work until payment is received, withhold delivery of documents, and will not be liable for any resulting delays or damages. See the Professional Services Agreement below for more information on Payments and Retainers.

CSG is grateful to provide this proposal to Methods Consulting. Please call me with any questions or comments at (435) 938-8079 or email me at jpowell@civilsolutionsgroup.net. CSG is prepared to begin work on this project upon approval.

Sincerely,

John Powell, P.E.



2025 Schedule of Charges

Civil Solutions Group Inc. (CSG) is providing this schedule of charges for professional services offered by our teams. If the project is authorized the compensation to CSG for rendered professional services and the associated equipment/materials usage shall be as follows¹:

Personnel²

Position	Hourly Rate
Administrative Assistant	\$ 80
CAD Chief	\$ 135
CAD Technician	\$ 120
Chief Executive Officer	\$ 270
Chief Operating Officer	\$ 250
Crew Chief	\$ 140
Design Engineer	\$ 155
Design Manager	\$ 165
Engineering Technician	\$ 135
Environmental Scientist	\$ 130
Environmental Manager	\$ 160
Field Engineer	\$ 140
Field Technician	\$ 120
Geotechnical Manager	\$ 170
Landscape Technician	\$ 85
Landscape Designer	\$ 110
Landscape Manager	\$ 145
Project Manager	\$ 180
Senior Project Manager	\$ 200
Survey Manager	\$ 185
Vice President	\$ 220

¹ CSG evaluates hourly rates at the beginning of each calendar year, or at other times as occasion warrants. Time and Materials contracts or compensation for items out of scope are subject to change to the updated rates.

² Overtime will be billed at 1.5 times the hourly rate for jobs running continuously more than 8 hours per day OR 40 hours per week. Hourly rates will be charged for all project-related time including, but not limited to, job preparation and existing conditions research, travel, field work on-site, off-site office design, coordination with other consultants, laboratory analysis, data preparation, meeting attendance, studies, etc.



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Printing Rates³

Black/White	Color
Letter: \$0.40/side	Letter: \$0.60/side
Ledger: \$0.55/side	Ledger: \$0.95/side
24x36: \$15.00/sheet	24x36: \$20.00/sheet
24x36 Mylar: \$35.00/sheet	24x36 Mylar: \$40.00/sheet

Equipment⁴

Automobiles	\$0.70/mi
Off Road Surcharge	\$75.00/day
Trailer Mounted Hydraulic Drilling Rig	\$450/day
Truck Mounted CME Drilling Rig	\$1,000/day
Mini Excavator	\$800/day
Thin-Walled Tubes	\$35/each
Piezometer Pipe (PVC)	\$3/foot
UAV	\$300/day
Robotic Total Station	\$450/day
GPS Survey Equipment	\$350/day
Off-road Vehicle	\$450/day
Construction Staking Supplies	\$25/labor hr
Survey Level	\$75/day
Rented Equipment	Cost + 15%
Reimbursable Expenses	Cost + 15%
Geotechnical Mobilization	\$275/hr
Geotechnical Drilling	\$250/hr
Geotechnical Drilling (2 Man)	\$300/hr
Fuel	Cost + 15%

³ The rates per page, as shown in this table, are not inclusive of personnel time for the associated printing activity that may also be assessed.

⁴ Mileage rate is based on the rate set by the federal government and may change accordingly. Drilling rigs or excavators will be billed at a minimum of 1 day per job. Reimbursable expenses include, but are not limited to items such as travel expenses, field supplies, third party testing, third party consulting, materials needed for the completion of a job, etc.



2025 Contract Exclusions

Civil Solutions Group (CSG) is providing these contract exclusions for professional services offered by our teams. The following is a generic list of exclusions not included in the base bid shown in the fee proposal. While the base bid may include certain items from this list, all exclusions detailed herein apply unless explicitly stated otherwise in the proposal.

General Exclusions

1. **Construction Inspections** Construction inspections, observations, and reporting are excluded from the base bid unless explicitly stated. These services may be offered upon request and will be billed per the agreed rates at time-and-materials or as otherwise agreed.
2. **CAD Files** Delivery of CAD files is not included in the base bid. CAD files remain the intellectual property of CSG. If needed, a CAD release agreement must be signed, indemnifying CSG from third-party liabilities, with fees negotiated separately.
3. **Hard Copy Prints** Printing and delivery of hard copies are not included in the base bid. If requested, these will be billed according to the CSG Schedule of Charges.
4. **Mailing Fees** Mailing costs are not included and will be billed to the client at cost and labor plus 15%
5. **As-Built Drawings** As-built drawings are excluded from the base bid. Scope and fees for such services will be negotiated as needed.
6. **Cost Estimates** Engineer's determinations of probable costs are not included in the base bid. These services may be offered upon request and will be billed per the agreed rates at Time and Materials or as otherwise agreed.
7. **Meetings** Only client-specific meetings related to the base bid scope of work are included. Additional meetings will be billed on a time-and-materials basis or as otherwise agreed.
8. **Means, Methods and Sequence of Construction** Contractors are responsible for all means, methods, and sequences of construction activities. CSG can offer opinions on these items as requested for additional fee, but the responsibility is ultimately that of the contractor.
9. **Construction Contracts** Preparation of construction contracts is excluded. CSG can offer opinions on these items as requested for additional fee, but the responsibility is ultimately that of the client and their representatives.
10. **Project Representation** Client representation to third parties, entities, or governing bodies is not included. Furthermore, attendance at external meetings for the purposes of coordination or presentation is not included. These services may be offered upon request and will be billed per the agreed rates at time-and-materials or as otherwise agreed.
11. **Warranty of Work** CSG does not guarantee or warrant third-party or contractor work based on design documents provided.
12. **Expedited Deliverables** Accelerated project timelines requiring expedited deliverables will incur additional fees.
13. **Site Visits** Additional site visits beyond those outlined in the proposal are excluded and billed separately.
14. **Liability for Third-Party Consultants** CSG assumes no responsibility or liability for errors, omissions, delays, or any other issues arising from the work, actions, or recommendations of third-party consultants or service providers not directly contracted or managed by CSG. Any coordination with such third parties, if requested, will be provided as a courtesy and does not imply responsibility for their performance, deliverables, or timelines.
15. **Force Majeure Events** CSG is not responsible for delays or additional costs caused by unforeseen events, such as natural disasters, pandemics, or other force majeure events.
16. **Third-Party Approvals** Securing third-party approvals or consents (e.g., utility companies, adjacent property owners) is the client's responsibility unless explicitly included in the scope.
17. **Document Revisions Beyond Initial Scope** Changes or revisions requested after approval of documents/deliverables is excluded.
18. **Digital Deliverable Format Changes** Conversions to non-standard file formats (e.g., specialized PDFs, GIS layers, etc.) are excluded.



19. **Technology Integration** Integrating deliverables into client-specific platforms or software systems (e.g., GIS integration, machine control, etc.) is excluded.
20. **Training and Support** Training sessions or ongoing support for client staff is excluded.
21. **Post-Completion Warranty Services** Ongoing post-project consultation, troubleshooting, or warranty work is excluded.
22. **Sub-Consultants** CSG does not include sub-consultant services in the base bid. If subconsultants are required, a 15% coordination markup will apply. If CSG engages a subconsultant on behalf of the client, CSG shall act in good faith to select and coordinate with a qualified subconsultant. However, CSG shall not be held liable for errors, omissions, delays, or any failure to perform on the part of the subconsultant, except to the extent that such liability arises directly from CSG's negligence in the selection, management, or coordination of the subconsultant. The client agrees that the subconsultant's liability shall be limited to the terms outlined in the subconsultant's contract, and any claims regarding the subconsultant's performance shall be pursued directly with the subconsultant. Upon request, CSG will assist the client in addressing concerns or disputes with the subconsultant but assumes no additional liability for their performance.
23. **Licensing Fees and Royalties** Any licensing fees or royalties associated with proprietary tools, software, or data are excluded unless explicitly stated.
24. **Client Data Accuracy** CSG assumes no liability for errors arising from inaccurate or incomplete client-provided data.
25. **Warranty of Digital Deliverables** CSG does not guarantee compatibility of digital deliverables with third-party systems.
26. **Third-Party Service Coordination** with third-party service providers (e.g., equipment suppliers, manufacturers, bidders) is excluded.
27. **Emergency Design Modifications** Last-minute design changes due to unforeseen emergencies (e.g., sudden regulation changes, client changes, etc.) will incur additional fees.

Civil Exclusions

1. **Offsite Improvements** Site designs (including utilities and roadways) extending 5 feet or more beyond property boundaries are excluded.
2. **Permitting** Preparation, filing, and coordination of permits (e.g., UDOT, access, agency, stormwater discharge, etc.) are excluded.
3. **Retaining Wall Design** Structural designs for retaining walls are excluded.
4. **Legal Documents** Procurement and filing of legal documents (e.g., title reports, historic data reports) are excluded.
5. **Construction Administration** Submittal reviews, construction inspections, punch lists, and responses to RFIs are excluded.
6. **Atypical Project Design Requirements** Design of land drains, lift stations, site amenities, dewatering systems, or other atypical elements are excluded.
7. **Redesign** Redesigns due to changes in layout, building footprints, or other site elements after authorization to proceed with document preparation will incur additional fees. CSG has not anticipated any redesign costs in the provided fee estimate.
8. **Extraordinary Requirements** If governing agencies or other authorities having jurisdiction impose extraordinary requirements, additional fees will apply.
9. **Entitlement Services** Entitlement services, including city meeting attendance, application preparation, and negotiation with city staff, are excluded.
10. **Foundation Drain Design** Foundation drain designs are excluded.
11. **Water Systems** Private water system designs, including source improvement, tank sizing, and permitting, are excluded.
12. **Water Quality Monitoring** Ongoing monitoring and reporting for water quality compliance (e.g., stormwater outflows) are excluded.
13. **Project Specifications** Preparation of standalone specification manuals is excluded.
14. **Structural Engineering** Structural engineering services, including building and retaining wall designs, are excluded.
15. **Floodplain Mitigation and Analysis** Design or analysis for floodplain mitigation is excluded unless specified.



16. **Coordination with Utility Providers** Coordination with utility providers (e.g., gas, electricity) is excluded unless specified. Furthermore, CSG is not responsible nor has scope for the design of these utilities. The design of these items is the sole responsibility of others, or the utility provider. Coordinating these items is a service that may be offered upon request and will be billed per the agreed rates at time-and-materials or as otherwise agreed.
17. **Erosion Control Plans** These plans are associated with the preparation of the SWPPP and are the responsibility of the party in preparation of the SWPPP. Temporary erosion control plans are similarly excluded.
18. **Complex Stormwater Detention/Retention Basin Design** Detailed design of complex detention or retention basin systems are excluded unless specified. Complex systems may include, but are not limited to, Subterranean, Bioretention, or other green infrastructure systems.
19. **Traffic Impact Studies** Preparation of traffic studies or analysis for agency review is excluded but can be provided upon request.
20. **Utility Conflict Resolution** Resolving conflicts with existing underground utilities is excluded.
21. **Traffic Signal Design** Traffic signal or control system designs is excluded.
22. **Fire Protection Systems** Scope excludes designs related to fire protection systems or system testing.

Survey Exclusions

1. **Legal Descriptions** Preparation of legal descriptions outside the defined scope of work is excluded.
2. **ALTA/NSPS Land Title Surveys** These specialized surveys require a separate proposal meeting client specific Table A requirements. The base scope of work does not include provision for an ALTA/NSPS Land Title Survey.
3. **Updated ALTA/NSPS Land Title Survey Requirements or Updated Title Reports** Updates due to new Table A requirements or Title Reports are excluded.
4. **Subdivision or Other Plats** Preparation of subdivision, condominium, or annexation plats is excluded.
5. **Construction Staking** Construction staking services are excluded and will require a separate scope.
6. **Elevation Certificates** Scope does not include elevation certificates.
7. **Title Reports** Clients must provide Title Reports for surveys. Title Reports are the instrument by which encumbrances are identified. This is a third-party service performed by a title company, and not performed in house by CSG. Without being provided a Title Report, CSG does not warrant the completeness of information shown on a survey. CSG can procure these reports for a 15% markup and coordination fee.
8. **Boundary Dispute Resolution** Assistance in resolving boundary disputes or litigation is excluded.
9. **Utility Surveys** Locating and mapping underground utilities is excluded.
10. **Survey Monuments** Establishment or preservation of survey monuments is excluded unless specified.
11. **Underground Utility Marking** Services do not include physically marking underground utilities in the field.
12. **Drone Surveys** Drone-based surveys or photogrammetry is excluded.
13. **Survey Warranty** Surveys represent the conditions at the time of the survey and may not account for future changes or disputes.
14. **As-Built Surveys** No as-built or post-construction surveys are included in the scope of work.

Geotechnical Exclusions

1. **Slope Stability Analysis** Determination and analysis of slope stability is excluded.
2. **Infiltration Testing** Conducting on site infiltration tests is excluded.
3. **Extraordinary Testing** Special or excessive materials testing is not included.
4. **Deep Foundations** Analysis and design of deep foundations are excluded.
5. **Geological Studies** Geological studies, including mapping and hazards assessment, are excluded.
6. **Design Changes** Modifications to submitted reports or designs for any are excluded.
7. **Soil Improvement Design** Designs for soil improvement systems are excluded.
8. **Subgrade Improvement** Designs for subgrade improvement are excluded.
9. **Septic Design** Septic designs by certified health department designers are excluded.
10. **Site Retaining Structures** No design services for site retaining or other site structures is included.
11. **Seismic Design Analysis** Detailed seismic studies or designs for structures are excluded.
12. **Remedial Action Plans** Preparation of plans for existing site issues (e.g., contaminated soils) is excluded.



13. **Seasonal Impact Studies** Evaluations of seasonal effects (e.g., frost, groundwater fluctuations) are excluded.
14. **Estimated Seasonal High Water Table Study** The scope of work does not include provision for historic high groundwater study or reporting
15. **Geologic Feature Analysis** Specific studies for geologic features including, but not limited to, sinkholes, karsts, global stability, landslide, rupture zone, seismic hazard, rockfall, geothermal, groundwater flow, debris flow, or similar geological feature analysis is excluded
16. **Groundwater Monitoring Wells** Installation and monitoring of groundwater wells are excluded.

Landscape Architecture Exclusions

1. **Photorealistic Architectural Renderings** 3D renderings and elevation drawings are excluded.
2. **Amenity Design** Construction details for structures such as pergolas and pavilions, etc. are not included.
3. **Playground Design** Engineering or safety details for playground equipment are excluded.
4. **Retaining Wall Design** Structural designs for retaining walls are excluded.
5. **Irrigation Pump Design** Sump and booster pump designs for irrigation systems are not included.
6. **Monument Sign Design** Designs and details for monument signs are excluded.
7. **Water Feature Design** Designs for water features such as ponds and fountains are excluded.
8. **Pool Design** Engineering and construction details for pools are excluded.
9. **Landscape Lighting** Placement, circuiting, product selection, and details for landscape lighting are excluded.
10. **Tree Surveys** Detailed surveys of existing vegetation or tree inventories are excluded.
11. **Maintenance Manuals** Preparation of manuals for irrigation or landscape maintenance is excluded.
12. **LEED Certification Requirements** Designs and documentation for LEED certification are excluded.
13. **Vegetation Removal Plans** Scope excludes preparation of plans for tree or vegetation removal, including coordination with arborists.
14. **Living Walls or Roof Gardens** Scope excludes detailed designs for living walls or rooftop gardens unless requested.

Environmental Exclusions

1. **Wetland Project Representation** Only one on-site visit with a USACE representative is included unless otherwise noted. Additional rounds of visits shall be billed on a time and material basis or other agreed upon structure beyond the original scope of work.
2. **Wetland Delineations (Aquatic Resource Delineation)** Formal delineations are excluded unless otherwise noted. Re-delineation of the Project Area after work has been completed will require additional fee. The results of the wetland delineation are subject to final Army Corps of Engineers (USACE) approval in the form of a jurisdictional determination (JD). CSG shall not be held responsible for potential violation actions if work is conducted prior to the issuance of a JD, nor are they responsible for damages related to project delays stemming from USACE review.
3. **Wetland Assessment Memo** Formal wetland delineations are excluded from this service. Wetland assessment memos are a professional opinion memo used to guide clients with the best available information at the time of the site assessment. The assessment does not subject to final Army Corps of Engineers (USACE) approval in the form of a jurisdictional determination (JD).
4. **Wetland Permitting** Wetland mitigation permitting is excluded but may be provided after delineation. Clients using a design team outside of CSG's, are responsible for plan production for impact plans used for USACE permit review. Permit approval by the USACE, Utah Department of Environmental Quality (DEQ), or reviewing other entities is not guaranteed.
5. **Wetland Mitigation (Compensatory Mitigation)** included unless otherwise noted. Clients are responsible for purchase of mitigation credits from a mitigation bank if available. Wetland mitigation monitoring is excluded from base scope unless otherwise noted.
6. **Wetland Mitigation Planning and Construction Administration** excluded from the wetland delineations scope of work.
7. **Yearly Wetland Monitoring** and reporting is excluded from the base bid.
8. **Phase 1 ESA** A Phase 1 Environmental Site Assessment is excluded unless otherwise noted. Non-scope items per ASTM E1527-21 standards shall not be included in the Phase I report unless explicitly requested in writing.



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9. **Stormwater Pollution Prevention Plan (SWPPP)** SWPPPs, including NOIs, NOTs, etc. are excluded, but may be included for extra fee. Client is responsible for ensuring permit authorizations are up to date, and that best management practices (BMPs) are properly maintained and installed.
10. **SWPPP Inspections** SWPPP inspections are excluded from SWPPP scope of work.
11. **Air Quality Assessments** Environmental air quality or pollution studies are excluded unless specified.
12. **Wildlife Habitat Studies** Analysis of potential impacts on wildlife habitats is excluded unless specified.
13. **Floodplain Mitigation** Design or analysis for floodplain mitigation is excluded unless specified.
14. **Climate Impact Analysis** Climate modeling or carbon footprint analysis services are not included.
15. **Threatened and Endangered Species Surveys** These specific surveys or coordination related to endangered species are excluded.
16. **Hazardous Material Remediation** Hazardous waste identification or remediation planning is excluded.
17. **Cultural Resources Studies** Archaeological or cultural resource evaluations are excluded unless included in scope of work.
18. **Utah Department of Water Rights Stream Alteration Permit** Client is responsible for payment of review fee required by the State of Utah Stream alteration permit. One round of comments shall be provided during the State's review process. Additional rounds of comments shall be billed on a time and material basis or other agreed upon structure beyond the original scope of work.

Disclaimer This exclusions document outlines services not included in the base bid fee proposal, unless specifically stated otherwise in the proposed list of services. CSG reserves the right to adjust this list based on project-specific agreements. Additional services are subject to separate scopes and fee proposals.



City Council Staff Report

Subject: CP0528 Munchkin and Woobine Improvements – Professional Services Agreement
Author: Philip Adams
Department: Engineering
Date: September 25, 2025

Recommendation

Consider a request to authorize the City Manager to execute a Design Professional Services Agreement (DPSA) with HDR, Inc. in a form approved by the City Attorney for design and construction document preparation for the Munchkin and Woodbine Improvements project, not to exceed \$299,941.51

Executive Summary

During the 2025 Capital Projects budget process, the City Council approved \$300,000 in funding for the redesign of Woodbine Road and the extension of Munchkin Road to Homestake Road. The design is intended to incorporate two 11' travel lanes, one 6' pedestrian path, and one 12' multiuse path that will connect to the adjacent pathways in the area. These paths will help to encourage more pedestrian and bicycle activity, consistent with the goals of the Bonanza Park Small Area Plan (BPSAP).

The construction and improvements of both roadways are critical elements of the Bonanza Park Small Area Plan to provide connectivity within the area. In addition, when the EngineHouse affordable housing project was reviewed and approved by the Planning Commission in 2022, the Munchkin Road extension was scheduled to begin in the spring of 2025. As a result, the EngineHouse Traffic Impact Study included the Munchkin extension in the analysis, finding the extension would mitigate significant queuing and delays.

The design engineer will present a minimum of two concept plans and construction estimates for consideration. After a concept plan is approved, the design engineer will complete the design and prepare construction documents for bidding and construction in 2026.

To initiate design, the Engineering Department issued a Request for Statements of Qualification (RSOQ) on August 4, 2025. Three firms responded, with HDR, Inc. being deemed the most qualified by the selection committee.

Funding

The funds for the DPSA will come from the Additional Resort Sales Tax.

Exhibits

Exhibit A: HDR, Inc. Statement of Qualifications

Exhibit B: Scope of Work and Fee Proposal



August 18, 2025

Project Selection Committee
Park City Municipal Corporation

RE: CP0528 — Munchkin and Woodbine Road Improvements

Dear Selection Committee Members:

We are excited about the opportunity to partner with Park City again, this time on the Munchkin and Woodbine Road Improvements project. This project creates the opportunity to modernize the infrastructure for these corridors while also improving safety, reducing congestion, and enhancing connectivity for people to drive, bike, walk, and roll. Together, with our experienced team, we will continue to deliver solutions to projects in Park City to improve traffic flow and overall connections that increase user safety.

Jeff Upright, PE, ENV SP will serve as our Project Manager. Having recently delivered the Ability Way Roadway Improvements project (Ability Way) to construction and working closely with Philip Adams, Jeff and the same core design team are fully committed and ready to design and deliver another multi-disciplined transportation project. We have carefully studied the existing conditions, developed initial concept design layouts, and formulated an approach to deliver complete and accurate biddable construction documents for a Spring 2026 construction start. Our team provides you with the following benefits:

- **Proven leadership and a team you know and trust.** Led by Jeff, you can rely on him to be responsive, organized, and adaptable. He was responsive and acted quickly when directed to combine the Homestake project with the Ability Way project during the 90% development phase, and answered contractor Requests for Information (RFIs) quickly during construction. He is ready to lead this team and partner with Park City to deliver the Munchkin and Woodbine Road Improvements project.
- **Experienced team skilled in solving complex design challenges in constrained, urban areas.** Jeff, Kelly Johnston, Sofia Gonzalez Prieto, and Ryan O'Mahony have worked together on numerous projects together, including Ability Way, producing quality, accurate designs while using creative techniques to minimize impacts to utilities and right of way (ROW). Our subconsultants include Meridian Engineering for topographic survey and ROW design, Gerhart Cole for geotechnical and pavement design, and KCI for subsurface utility engineering (SUE).
- **Demonstrated ability to deliver quality contract documents.** The team that successfully delivered the Ability Way project will again develop quality bid documents that result in design and construction costs coming in within or under budget — the contractor's bid was within 12% of our engineering estimate.

We appreciate the opportunity to present our proposal and look forward to working with you again on the successful delivery of the Munchkin and Woodbine Road Improvements. Jake Watson, Utah Area Operations Manager, is authorized to negotiate and sign a contract that may result from this proposal. We have included contract comments as an additional submittal document. Please contact Jeff at 385.347.7346 or Jeffery.Upright@hdrinc.com should you have any questions or require additional information.

Sincerely,

Jake Watson, SE
Vice President/Utah Area Operations Manager

Jeff Upright, PE, ENV SP
Project Manager

hdrinc.com 2825 East Cottonwood Parkway, Suite 200 | Salt Lake City, Utah 84121 | T 801.743.7800

HDR's Organization and Finances

For 108 years, HDR has partnered with clients to shape communities and push the boundaries of what's possible. Our expertise spans nearly 13,000 employees in more than 200 locations around the world — including more than 125 in Utah. Completing nearly \$5 billion of work annually, our engineering, architecture, environmental, and construction services bring an impressive breadth of knowledge to every project. As an employee-owned company, our proactive approach to finding innovative solutions defined our past and drives our future.



KEY STAFF & AVAILABILITY

HDR is fully committed to this project and Park City. This project starts as our key staff are completing Ability Way and are ready to partner with the City to deliver this project to make Munchkin and Woodbine Roads safer and more accessible to travel for all modes. General and specialized experience of our key staff is shown below.



Jeff Upright, PE, ENV SP | Project Manager (PM) | 55% Available

Jeff has 22 years of experience in transportation engineering, serving as both PM and Design Manager on numerous transportation projects including the Ability Way project, which was delivered on schedule and under budget, and included a high-quality set of bid documents that received minimal review comments from the City. He understands the unique requirements and scope of the Munchkin and Woodbine Road Improvements project and will apply the same efficiencies the City experienced on Ability Way. Jeff will continue to be responsive to the City and will look after the City's best interests. He specializes in urban projects that are challenging and require a creative and responsive design team. **Benefit: Jeff will serve as a trusted advisor to partner with Philip Adams and move this project forward for success. He'll lead a project team that understands Park City design standards and operations.**

Relevant Experience:

- Ability Way Road Improvements, Park City, *Project Manager*
- 3650 South (Lancer Way), West Valley City & Utah Department of Transportation (UDOT), *Lead Design Manager*
- Quinn's Junction Park and Ride and Park Avenue Bus Shelters Project, Park City, *Deputy PM and Design Manager (while at another firm)*



Kelly Johnston, PE | Roadway & Multi-Use Path Design Lead | 45% Available

Kelly's 13 years of experience of designing transportation projects across Utah includes concept designs for roadways, intersections, bike lanes, sidewalks, and multi-use paths in the Park City Area. Her attention to detail, ability to balance impacts and design without sacrificing safety and quality, and understanding of Park City design standards allow her to lead the roadway design as well as coordinate the multiple disciplines to successfully deliver the project. On Ability Way, Kelly led roadway and multi-use path design and developed the 3D model of the corridor to minimize impacts to adjacent properties and wetlands. **Benefit: Kelly will lead roadway and multi-use path design efforts, including the new roadway connection, working to minimize property impacts and optimize mobility for all users.**

Relevant Experience:

- Ability Way Road Improvements, Park City, *Roadway Design Lead*
- Summit County and Park City Intersections Study, UDOT, *Design Lead*
- Kimball Junction Environmental Impact Statement (EIS), UDOT, *Design Lead*
- 3650 South (Lancer Way), West Valley City & UDOT, *Roadway Design Lead*



Sofia Gonzalez Prieto, EIT | Utility Coordination Lead and Roadway & Multi-Use Path Design | 55% Available

Sofia has 3 years of experience in engineering design, including Ability Way, where she refined the design and model to reduce impacts and costs. While working on the Kimball Junction EIS and SR-209 (9000 South) projects, she gained valuable utility design and coordination experience by identifying impacts using 3D digital utility drawings and clash detection modeling. On Lancer Way in West Valley City, she designed roadways and sidewalks, and created ROW exhibits identifying easements and parcel needs. **Benefit: Sofia will proactively coordinate with utility providers on potential impacts. She'll support roadway, multi-use path, and utility design.**

Relevant Experience:

- Ability Way Road Improvements, Park City, *Roadway Designer*
- Kimball Junction EIS, *Roadway Designer*
- 3650 South (Lancer Way), West Valley City & UDOT, *Roadway Designer*
- SR-209 (9000 S), UDOT, Salt Lake County, *Roadway Designer*



Ryan O'Mahony, PE, CFM | Stormwater Design Lead | 45% Available

With 18 years of experience in stormwater management design, Ryan has a firm understanding of all elements in design and construction. Ryan understands how a stormwater management system should interface with existing utilities and other constraints in congested urban corridors with limited ROW. On Ability Way, he identified existing and proposed drainage patterns and designed culverts and ditch lining to efficiently mitigate flooding and erosion. On Lancer Way, he optimized the storm drainage system to reduce impacts to existing utilities and surrounding properties. Ryan has experience in stormwater pollution prevention plans in accordance with the Utah Pollution Discharge Elimination System (UPDES). **Benefit: Ryan will apply his relevant experience and knowledge to this project, providing cost-effective solutions that minimize the project footprint, and reduce future maintenance impacts.**

Relevant Experience:

- Ability Way Road Improvements, Park City, *Stormwater Design Lead*
- 3650 South (Lancer Way), West Valley City & UDOT, *Project Manager & Stormwater Design Lead*
- Mountain View Corridor, Salt Lake & Utah Counties, *Stormwater Design Oversight Lead*



Ray Carter, PE | Resident Engineer (RE) | 25% Available

Ray has been an RE for 17 years, performing local government and UDOT construction projects. He is highly experienced in dealing with change orders and submittals. Ray will work with the selected contractor and his team to anticipate and resolve construction issues including those related to traffic control, quality materials, and impacts to residents, stakeholders, and motorists. He will monitor the contract budget and schedule to make sure the project is completed on time and finishes within budget. **Benefit: As he did on the SR-248; Cooke Drive to US-40 Roadway Improvements Project, Ray and his team will partner with the City to construct a quality roadway and multi-use trail that will be durable and cost effective.**

Relevant Experience:

- SR-248; Cooke Dr. to US-40, Park City, *Resident Engineer*
- West Davis Corridor, Davis County, *Resident Engineer*
- Bonanza Way, Park City, *Resident Engineer (while at another firm)*

**Michael Nadeau (Meridian) | Topographic Survey & ROW Design | 40% Available**

Michael has 30 years of experience in land boundary determination, geodetic/cadastral surveying, ROW design, and legal boundary issues. He will survey the existing roadway features, utilities and ROW immediately after NTP. **Benefit: Michael will work with the team to determine property impacts, determine if easements or permanent takes are required, and develop the ROW descriptions and exhibits to start the appraisal and acquisition process to keep the project on schedule.**

Relevant Experience:

- Ability Way Road Improvements, Park City, Survey & ROW Designer
- Quinn's Junction Park and Ride and Park Avenue Bus Shelters Project, Park City, Survey & ROW Designer

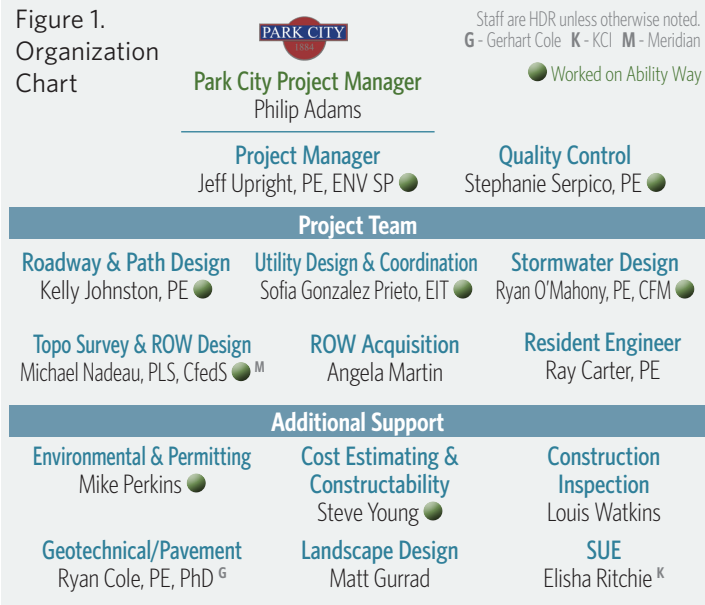
**Angela Martin | ROW Acquisitions | 35% Available**

Angela has 25 years of experience in real estate, including 15 years with HDR working on UDOT ROW projects. She is experienced in managing the ROW process, including appraisal coordination, acquisition, relocation assistance, budgeting, document management and title review, and has successfully negotiated 400 property acquisitions and provided relocation assistance for 200 residential displacees and 75 businesses on local government and UDOT projects. **Benefit: Angela will work closely with the design team to develop an acquisition plan and manage all necessary ROW components.**

Relevant Experience:

- 3650 South (Lancer Way), West Valley City & UDOT, ROW Task Lead
- I-15; SR-97 (5600 South), UDOT, Relocation & Acquisition Manager
- I-15 NB: Bangerter to I-215 Design-Build, UDOT, Relocation Manager & Acquisition Agent

Figure 1.
Organization
Chart



companies to design a primary utility corridor in a joint trench with all parties, saving time and money. A complex storm drainage system was designed to mitigate known nuisance and flooding locations, and a new underground stormwater detention facility reduces flows and improves water quality downstream.

SR-209 (9000 South) Reconstruction | UDOT

HDR prepared a State Environmental Study and final design to widen 1.5 miles of SR-209 from 5 to 7 lanes to improve east-west mobility and connectivity. The active transportation components extend bike lanes from Redwood Road to the Jordan River Parkway Trail. Safety was improved by updating substandard components to meet current UDOT design standards. In addition to roadway, drainage, traffic design, and public involvement, we designed a new multi-use path bridge over the Jordan River.

Zion National Park South Entrance Roadway Project | National Park Service (NPS)

HDR improved the traffic circulation by designing new roadways, 2 roundabouts, multi-use paths, relocated utilities, bus charging stations, and a 4-lane bridge over the Virgin River. We worked with NPS staff to minimize environmental and cultural impacts in a historic section of the park, while remaining within budget and on schedule.

**PREVIOUS PROJECT EXPERIENCE****Ability Way Improvements | Park City**

Jeff Upright served as PM delivering final design documents and the US Army Corps of Engineers (USACE) 404 Nationwide Permit to widen Ability Way to two 11' lanes and add a 10' wide multi-use path. HDR's Mike Perkins handled the permit application and coordination throughout the process, Kelly Johnston led the design of the roadway and multi-use path, and Ryan O'Mahony led the stormwater design. Wetlands within the project limits required an USACE 404 Nationwide Permit. When agency staffing shortages delayed the permit, we proactively worked with USACE and US Fish & Wildlife Service to answer questions, provide data, and accelerate the application. **Challenge met: Upon removal of the old roadway we discovered some areas with unsuitable soil conditions. We quickly coordinated with in-house HDR technical experts to solve the issue and allow the contractor to resume working.**

3650 S. (Lancer Way); 2700 W. to 3200 W. | West Valley City/UDOT

HDR delivered the final design to widen Lancer Way from 2 lanes to 3, improving mobility and safety for additional modes of travel by adding bike lanes, sidewalks, and an enhanced mid-block pedestrian crossing. We coordinated with Rocky Mountain Power and communication

Figure 2.
Recent HDR
Experience

	Roadway Design	Multi-Use Path	Drainage Design	Utility Coordination	ROW Acquisition	Landscaping	Bid Docs/Services	Const. Mgmt/Support
Ability Way, Park City	●	●	●	●			●	●
3650 S (Lancer Way), West Valley City	●		●	●	●	●	●	●
SR-209 (9000 S) Reconstruction, S.L. Co.	●	●	●	●	●	●	●	●
Zion N.P. South Entrance	●	●	●	●		●	●	●
Summit Co. & Park City Intersections Study	●	●	●					
SR-248; Cooke Dr. to US-40				●			●	●
Kimball Junction Plan & EIS	●	●	●					

Summit County & Park City Intersection Improvement Study | UDOT

We developed and evaluated concepts to reduce travel delay along SR-224 and SR-248, and strategies to enhance safety for pedestrian and bicyclists at intersections. Project activities also included analyzing the amount of traffic needed to shift to transit or carpool to operate at a reasonable level of service.

SR-248; Cooke Drive to US-40 Roadway Improvements | Park City

HDR coordinated closely with the contractor and the public outreach team on traffic control plans so residents and businesses could maintain access during construction. Construction activities included the complete removal and replacement of curb, gutter, sidewalk, street lighting, pedestrian crossings, a new pedestrian tunnel, signal revisions,

multiple utility relocations, and a new storm drain system. We worked closely with Park City to coordinate construction activities with local schools, and helped the contractor re-sequence construction activities on school days to eliminate disruptions and avoid potential accidents.

Kimball Junction Area Plan & EIS | UDOT

HDR led the evaluation of alternatives to determine existing and future transportation needs at the I-80 / SR-224 interchange and 2 at-grade traffic signals. Services included partner engagement and public outreach effort, conceptual design, screening criteria development and screening evaluation, order-of-magnitude cost estimates, and report preparation. HDR led the preparation of an EIS and preliminary engineering on 3 concepts resulting from the Area Plan.

**PLAN TO ACHIEVE PROJECT TASKS**

The Munchkin and Woodbine Roadway Improvements project is intended to create a safer, walkable, and bikeable environment for all users in the project area. Our project plan is built to address the critical issues listed below. We've identified critical path items that need to be addressed early in the development process.

CHALLENGE 1

Transmission power lines and other utilities within a tight corridor

Approach: Refine the design to minimize impacts, and coordinate early with utility companies

Proof: Extensive early coordination on Lancer Way with Rocky Mtn. Power, et al., avoided costly utility conflicts
Benefit: Early coordination, identification, and modeling of utilities will reduce potential delays

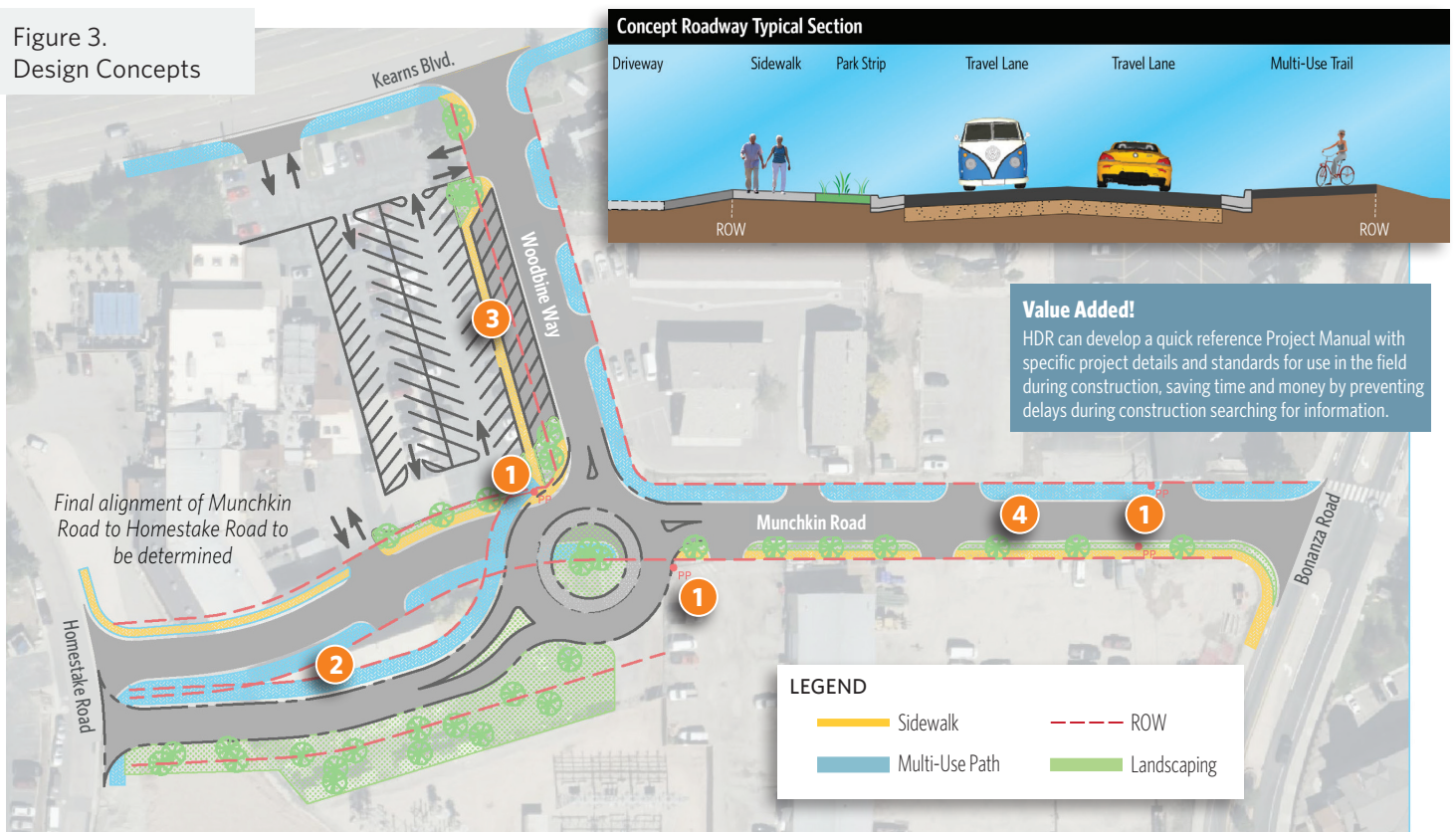
CHALLENGE 2

Additional ROW acquisition needed for the connection of Munchkin to Homestake

Approach: Identify alignment adjustments to reduce impacts to affected parcels; review potential subdivision amendments and record boundary surveys in tandem with design efforts

Proof: On I-15; 1800 N Interchange, Angela recently completed 15 acquisitions to keep the project on schedule; Angela has negotiated over 400 acquisitions in her career
Benefit: Integrating our ROW experts from survey and design to acquisition provides peace of mind that ROW acquisitions will be completed on time and not delay the project

Figure 3.
Design Concepts

**CHALLENGE 3**

Woodbine Road widening could impact Boneyard Saloon Parking, which is currently on-street

Approach: Use innovative design and coordinate with Boneyard Saloon to develop parking solutions

Proof: On Quinn's Junction Park & Ride, Jeff's design maximized parking and enhanced multimodal mobility
Benefit: Early coordination and buy-in on the layout with Boneyard Saloon will foster public acceptance and approval

CHALLENGE 4

Early research indicates that there is contaminated soil in the project area

Approach: Include language in the project specs based on the Park City Soils Ordinance to safely dispose the contaminated soils

Proof: On Ability Way, Mike Perkins worked with in-house HDR experts to resolve environmental concerns so the contractor could keep working
Benefit: Mike will assist with any environmental issues, including coordination with the disposal of materials and any needed permits

Our in-depth research of the project area, commitment to quality, and experience delivering projects for Park City inform our plan to achieve project success — we'll minimize cost and maintain the schedule while meeting or exceeding your goals and expectations.

Figure 4. Plan of Operation/Performance

1 Initiation & Kickoff	Key Activities
Goal: Understand project scope, details and goals Benefit: Reduce potential rework and maintain schedule	- Complete contracting: review and confirm project scope and develop fee - Establish technical foundation: complete roadside inventory, gather existing survey data, ROW information, design files, reports/studies/plans, and traffic data - Confirm key stakeholders, identify potentially affected parcels, and generate a quality work plan and implementation strategy
2 30% Concept Design	
Goal: Establish project roadway section and footprint; identify impacts to surrounding stakeholders Benefit: Gain approval on 30% design to meet schedule with stakeholder buy-in	- Complete roadway corridor strip topo survey - Perform ROW survey (Meridian) - Complete subsurface investigation (KCI) - Perform pavement design (Gerhart Cole) - Execute utility coordination and design - Develop project footprints to identify impacted utilities and determine if ROW takes are required and where easements are needed - Perform Environmental Assessments, if necessary - Identify technical reports required and begin preparation (stormwater, pavement design, etc.) - Determine applicable federal, state and local permitting requirements
3 60% Preliminary Plans & Estimate	
Goal: Refine design Benefit: Provide budget certainty and schedule clarity; progress permitting and ROW acquisition	- Prepare preliminary plan set (refined plans, specification list, quantities and estimate) - Develop plans and provide a reliable construction cost estimate to help align costs with current funding - Obtain design exceptions (if needed) - Coordinate utility relocations and review relocation plans - Begin ROW appraisals and coordinate with stakeholders - Initiate public outreach process to build public support from project stakeholders
4 90% Advanced PS&E	
Goal: Provide quality documents Benefit: Gain Park City acceptance and approvals	- Prepare advanced PS&E package containing detailed plans, complete specifications/special provisions, estimate, and construction schedule - Complete ROW acquisitions - Continue progress on permits and clearances
5 Final PS&E and Bidding	
Goal: Complete accurate bid package for Park City approval Benefit: Reduce potential confusion for bidders and ensure a fair process	- Finalize PS&E package and incorporate all Park City staff comments - Completed bid forms and provide bidding assistance - Obtain final permits, clearances, and certifications if needed - Prepare and submit electronic files for construction - Attend a pre-bid meeting - Respond to bidders' questions, coordinate the addenda, provide bid evaluation, and recommend award support
6 Construction	
Goal: Manage construction schedule, project costs, and minimize risks to deliver a quality project on-time	- Attend weekly construction coordination meetings - Review and make recommendations on change orders - Coordinate construction staking services - Coordinate materials testing including soil compaction, concrete testing, and associated lab testing - Review submittals and RFIs

Figure 5.
Project Schedule

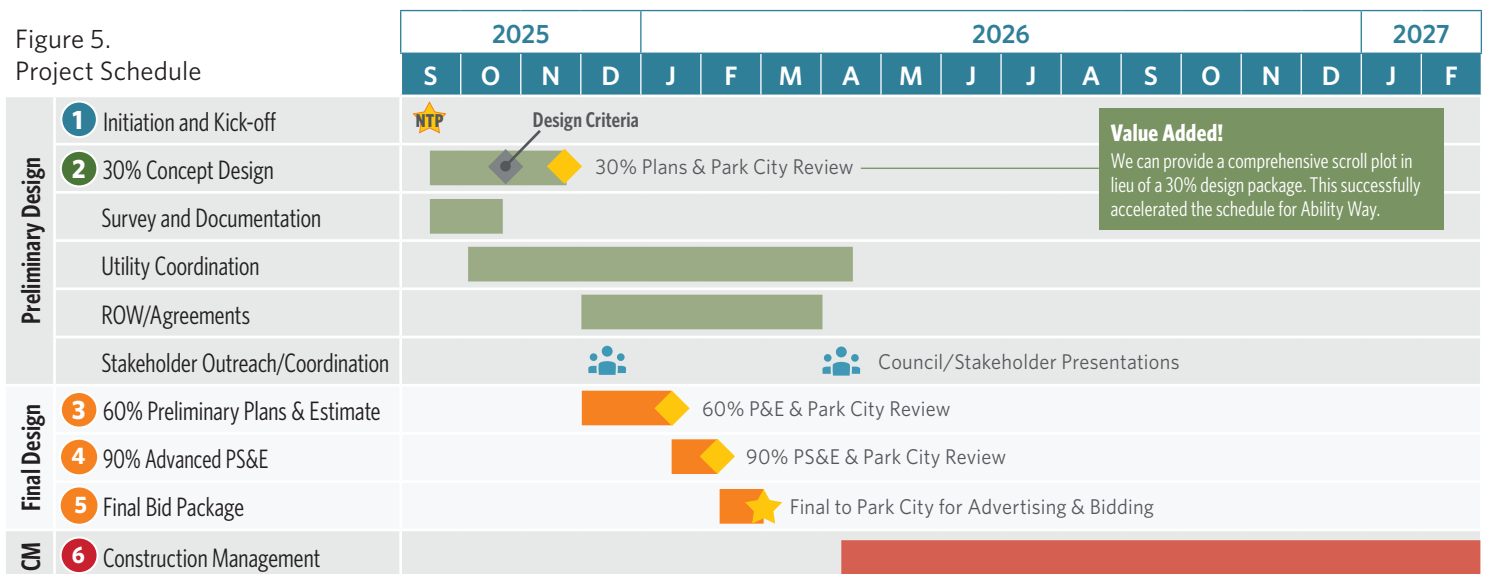


EXHIBIT A

Scope of Work

During the term of this Agreement, the Consultant shall perform professional services for Park City Municipal Corporation (PCMC) in connection with the above referenced project. This Scope of Work (SOW) shall be used to plan, conduct, and perform the Consultant's work on the project.

A. PROJECT BACKGROUND

The purpose of the project is to improve Munchkin Road and Woodbine Way. Munchkin Road is to be extended west and will ultimately tie into Homestake Road. The existing roadway pavement is approximately 25' wide and the current ROW is 50' for both roadway corridors. Roadway improvements will consist of curb and gutter, sidewalks, and a multi-use path.

B. STANDARDS and GENERAL REQUIREMENTS

Design plans and specifications shall be developed in accordance with the current editions of APWA, Park City Standards, ADA, AASHTO, and the MUTCD Design Standards and Specifications.

Consultant shall submit draft deliverables in electronic format via email.

Each draft and final text-based or spreadsheet-based deliverable shall be provided in MS Office file formats (i.e., MS Word, Excel, etc.).

Additional format requirements may be listed with specific tasks/deliverables throughout the SOW.

C. PROJECT ASSUMPTIONS

- PCMC will advertise the project.
- PCMC will coordinate reviews with internal departments within PCMC.
- PCMC will provide as-builts and information about Munchkin Road and Woodbine Way and various utilities found in the area if available.
- Additional ROW will be needed to facilitate the intersection of Munchkin Road and Homestake Road.
- Boneyard Parking lot redesign is not included in this scope of work and updates will be performed by others.
- Landscaping will incorporate PCMC design standards and Land Management Code. HDR will provide planting schedule/locations, and hardscapes. Contractor will design the irrigation system.
- Street lighting pole locations will be shown on plan with standard details for luminaire and pole foundation. Electrical design and luminosity photometric plans are not included in this scope of work and will be performed by others.
- If required, modifications to the Kimball Arts Center building are not included in this scope of work and will be performed by others.
- Roundabout design is not included in this scope of work.

D. TASKS and DELIVERABLES

Consultant shall perform tasks and provide deliverables (collectively, the "Services") included in this SOW, unless specifically stated otherwise in a particular task. Consultant shall provide labor, equipment,



and materials to manage, coordinate, and perform the work in accordance with the performance and delivery schedules identified in this SOW.

Project Tasks:

- Task 1.0 Management and Administration
- Task 2.0 Topographic Survey, Base Mapping, and ROW (Meridian)
- Task 3.0 Geotechnical investigation and Pavement Design (Gerhart Cole)
- Task 4.0 Data Collection and Reports (KCI and HDR)
- Task 5.0 Preliminary Design (Conceptual Design)
- Task 6.0 Final Plans, Specifications and Estimate
- Task 7.0 Bidding Assistance
- Task 8.0 Construction Phase Contract Management and Inspection Services (to be added by amendment).

E. SCHEDULE AND FEE

For the purposes of defining the scope of this project, the duration of the design phase of this contract is assumed to be fourteen (14) months, from October 2025 to December 2026.

The construction phase is assumed to be thirteen (13) months, April 2027 to May 2028 (Construction Administration and Inspection may be added to the scope by amendment).

The fee type for this project is time and materials with a not to exceed amount of **\$299,941.51**

The breakdown of costs for the design phase of the project is as follows:

Consultant	Total
HDR (PM/Engineering)	\$177,679.83
Meridian Engineering (Survey Sub)	\$65,110.00
KCI (Utility Location sub)	\$25,451.68
Gerhart Cole (Geotechnical Exploration sub)	\$31,700.00
Total	\$299,941.51

F. TASKS and DELIVERABLES

TASK 1.0 MANAGEMENT AND ADMINISTRATION

Consultant shall provide management and coordination of Services under this SOW for delivery of Tasks and Deliverables.

Subtask 1.1 Project Management and Administration

The purpose of this task is to perform project management and administrative functions for the support of the Project. This includes project budget and schedule management, sub-consultant oversight, project invoicing, coordination with City personnel, and the development and maintenance of project finance, project control, document control, and Project closeout systems and procedures.

The following services are included in this task:

- Prepare monthly invoices
- Prepare monthly progress reports
- Prepare and administer subconsultant contracts
- Develop and update project schedule
- Maintain project files and documentation

Assumption:

- Project management resources are provided for a fourteen (14) month period, from October 2025 to December 2026.

Subtask 1.1 Deliverables:

- Progress reports and invoices from consultants working on project submitted electronically to PCMC no later than the 20th calendar day of the month following the reporting period.
- Project schedule submitted within seven (7) days of Notice to Proceed (“NTP”). Submit electronically to PCMC (PDF).
- Updated Project Design Schedule, as necessary, via timeline agreed to by PCMC. Submit electronically to PCMC (PDF).

Subtask 1.2 Project Coordination and Meetings

The purpose of this task is to provide coordination and direction to the project team and subconsultants and representatives of PCMC to review progress of design development, understand potential impacts to delivery schedule, anticipate changes in design and schedule that impact cost. Consultant shall facilitate the following meetings:

- Monthly PM check-in meetings with PCMC.
- Bi-Monthly consultant team meetings.
- Up to four (4) External Stakeholder Coordination meetings. External stakeholders include but are not limited to property owners, permitting agencies, etc. The purpose of the meeting is to coordinate the project design efforts and elements.

Assumptions:

- Monthly PM meetings will be held virtually and will be one hour in length and up to two (2) consultant staff members will be in attendance.
- Bi-weekly (every two weeks) internal team meetings will be held in HDR’s office, one (1) hour in length with up to two (2) consultants in attendance.

Subtask 1.2 Deliverables:

- Meeting notes including decisions and action items in Microsoft Word format within five (5) business days following each meeting.
- Monthly invoice and progress reports.

Subtask 1.3 Quality Control Reviews

Formal quality control reviews of project deliverables shall be accomplished under the tasks as outlined in this SOW. With each submittal, a verification of quality control shall be provided.

Subtask 1.3 Deliverable:

- Verification of Quality Control reviews submitted with deliverables as outlines in this SOW, or as requested by PCMC.

Task 2.0 TOPOGRAPHIC SURVEY AND BASE MAPPING (SUB: Meridian Engineering)

Consultant's licensed land surveyor shall be responsible for land surveying practices including conformance to applicable state statutes pertaining to survey and land boundary laws under this SOW.

Subtask 2.1 Project Coordinate System & Site Control

Subtask items include:

- a) Primary Control: The primary control network will be established outside of the project area and will be based on static GPS observations post-processing using Trimble Business Center, for all primary control values. This will allow for accurate longitude and latitude determinations. State Plane coordinates will be calculated from these values. Project coordinates will be used for actual topographic surveys. Elevations will be based on GPS observations that are computed from the static network adjusted ellipsoid height and the current geoid model.
- b) Secondary Control: Meridian will perpetuate the primary control and extend this control throughout the project site. Meridian will locate existing control points within the project site. Meridian will also set multiple copper rivets in existing concrete or #5 x 24-inch rebar with "control point" caps to aid in the survey base mapping and for the use by the Contractor after design. Meridian will also establish flight targets through the project area to aid the aerial flight registration. These control points will be set inside the project limits at visible intervals and differential level loops will be run through them for accurate elevations from the project benchmark retrieved during the primary control adjustment.
- c) Controlling Monuments: Meridian will survey controlling monuments. These monuments may include Section Corners, Quarter Corners, and Center Quarter Corners throughout the area necessary to determine the existing property matrix for parcel changes and easements within the project limits. Meridian will survey secondary controlling monuments. These monuments may include street monuments, subdivision monuments, right of way markers and property corners on adjoining lands throughout the project area to help aid in the boundary analysis.
- d) Survey Control Sheet: Meridian will prepare a Survey Control Sheet that will represent the primary control, secondary control, and controlling monumentation used to survey this project. This control sheet will be certified by a Utah Professional Land Surveyor and may be used for design and construction purposes.

Subtask 2.2 Design Topography Survey

Subtask items include:

- a) Establish horizontal and vertical control points adjacent to the site (rebar & cap, or nail and washer stamped Meridian Eng). Vertical and Horizontal control will be referenced to Summit County benchmark monuments and elevations.
- b) Meridian will utilize UAS (Unmanned Aerial System) technology to fly the area shown to generate a point cloud and orthorectified aerial photo of the project area.
- c) Point cloud generated from the aerial flight will be used to extract the ground area data that will be used in the provided topographic survey.
- d) Contours will be mapped at 1'-0" intervals except for grades in excess of 10%. Contour interval

will be 2'-0" for sites with grade in excess of 10%.

- e) Adjacent roadways fronting the property, surface utility features (hydrants, valves and manholes), surface improvements, buildings, canals or ditches, fences, and major grade breaks visible at the time of the survey will be shown on the map. The surveyed area will consist of 100' wide strip topo area (50' on each side of existing road centerline, where applicable) as needed to complete control ties and locations of adjacent utility lines.
- f) Storm Drain manholes or catch basins and sewer manholes will be located and inverts measured to establish pipe slope information when practical. Utility access covers that cannot be opened will be noted on the map.
- g) Surface features of utilities located in the field surveys and the utility maps obtained from the public utility companies will be used to approximate the locations of underground utility lines. Actual locations may vary and must be coordinated by the contractor with Blue Stakes before construction activities begin.
- h) Spot elevations will be shown on the map at existing structures, curbs, road centerline, and abrupt grade breaks if necessary, to delineate the site topography.
- i) Large (dense) areas of trees or thick brush will be outlined.
- j) Mapping of wetlands is not included in this scope of work.
- k) Mapping test holes or environmental borings are not included unless these are completed before the topographic survey. New improvements completed, or features requested after the field work is completed will be surveyed as a part of this scope of work. If additional survey is required, an amendment to complete the work will be required.
- l) Meridian will provide a current AutoCAD and/or MicroStation ORD drawing of the above survey information for the site development of the subject parcel.

Subtask 2.3 Subsurface Utility Investigation

Subtask items include:

- a) Mapping of visible surface utilities (SUE QL C and D): sewer manholes, sewer clean-outs, storm drain manholes and catch basins along with invert elevations of the utilities inside the scoped project limits, water meters, water valves, fire hydrants, gas valves, gas meters, communications manholes, telephone boxes, transformers, utility poles, irrigations boxes, culverts, visible piping, sprinkler control boxes, signal boxes, other typical surface utilities, etc.
- b) Meridian will survey in SUE designations (approximately 11,000 linear feet) and ten (10) test hole locations.
- c) Meridian's survey crews will survey the designated utilities. Survey crews will also survey the test holes vacuumed by KCI Technologies and deliver information to KCI for incorporation in their test hole data sheets.

Subtask 2.4 Existing Right of Way

Subtask items include:

- a) Conduct ownership deed and subdivision plat research within the Summit County Recorder's Office. Conduct a complete title abstract search to determine fee ownership of parcels within the project limits. Retrieve copies of subdivision plats and road dedication plats.
- b) Conduct previously recorded easement research for parcels within the project limits.
- c) Conduct previously filed boundary survey research within the Summit County Surveyor's Office. This information will aid in placing subdivisions and private survey data within the right of way drawings.

- d) Meridian will provide AutoCAD and/or MicroStation ORD drawings of the above survey information for the site development of the subject parcels.
- e) Meridian assumes ten (10) parcels along with adjacent roadways that include Munchkin Road, Woodbine Way, Homestake Road and Kearns Boulevard that will be analyzed and perpetuated with this task.

Subtask 2.5 Easements

Subtask items include:

- a) Based on established existing right of way files performed from Subtask 2.4, Meridian will develop legal descriptions based on provided Design files for Perpetual Easements (10) & Snow Storage Easements (2).
- b) Meridian will prepare ten (10) Perpetual Easement Documents and two (2) Snow Storage Easements using the legal descriptions from Subtask 2.5a. Each document will include the necessary names and language needed.
- c) Meridian will create twelve (12) Exhibits that show the location and shapes of the above described easement areas.

Subtask 2.6 Land Swap Documents (optional)

Subtask items include:

- a) Based on established existing right of way files developed from Subtask 2.4, Meridian will develop two (2) legal descriptions for proposed land swap areas between PCMC (SA-224-X0 and 1251 Kearns LLC (YARD-A-1AM).
- b) Meridian will prepare two (2) Warranty Deed Documents using the legal descriptions from subtask 2.5. Each document will include the necessary names and language needed.
- c) Meridian will create two (2) Exhibits that show the location and shapes of the above described land swap areas.

Subtask 2.7 Subdivision Platting & Record of Survey

Subtask items include:

- a) Meridian will prepare an Amended & Extended Subdivision Plat for Summit County Parcel Number YARD-A-1AM and SA-224-X.
- b) Subdivision Plat will conform to PCMC Standards as defined by the Park City Council. Said Plat will also conform to Summit County recording requirements.
- c) Meridian will coordinate with the necessary entities to acquire plat signatures. Once signatures are acquired Meridian will deliver the Subdivision Plat to PCMC.
- d) Exterior boundary corners of the Road Dedication Plat will be marked using a 5/8" x 24" rebar and plastic cap stamped "Meridian".
- e) Meridian will prepare a "Record of Survey" for the above-mentioned parcels that will be prepared according to the Standards set forth by the Utah Council of Land Surveyors and accepted in Utah as the standard of care in conducting surveys.
 - Possible encroachments, gaps or overlaps with adjacent properties will be shown on the "Record of Survey".
 - Meridian will provide a signed and stamped copy of the above referenced survey to the client (PDF format. However, hardcopies can be delivered upon request).
 - Per Utah State Code 17-23-17, Meridian will file a signed/stamped copy of this

boundary survey in the Office of the Salt Lake County Surveyor. (Recordation fees and application fees to be provided by others; except the boundary survey fees.)

Task 2.0 Deliverables:

- Survey Control Sheet
- Ten (10) Perpetual Easement Documents and two (2) Snow Storage Easements
- Twelve (12) Exhibits that show the location and shapes of the above described easement areas.
- Two (2) legal descriptions for potential land swap (Optional depending on roadway alignment chosen by PCMC)
- Two (2) warranty Deed Documents (Optional depending on roadway alignment chosen by PCMC)
- Two (2) Exhibits for potential land swap (Optional depending on roadway alignment chosen by PCMC)
- Amended & Extended Subdivision Plat for Parcel Number YARD-A-1AM and SA-224-X
- Record of surveys for the above-mentioned parcels

Task 3.0 GEOTECHNICAL INVESTIGATION AND PAVEMENT DESIGN (SUB: Gerhart Cole)

The purpose of this task is to support the PCMC in complying with geotechnical and pavement design for the Project.

Subtask 3.1 Field Studies and Laboratory Testing

Objectives: Perform field and laboratory studies to obtain data for pavement design.

Activities:

1. Review readily available public geotechnical / geologic information / literature drawings near the project.
2. Develop figure showing proposed field study locations to share with project team and coordinate Blue Stakes efforts.
3. Drill test holes (TH) near locations depicted in Figure 1 or as directed by HDR. For budgetary purposes we have assumed the following:
 - a. Advance up to three drilled THs, with planned depths of up to 7 feet, obtaining enough soil to perform laboratory tests.
 - i. Geologic mapping suggests that there is only a single surficial unit in the footprint of the project.
 - ii. Given potential utilities identified and previous experience with uncertainty in locating utilities in the area subsurface excavation, test holes will be located in areas where available utility drawings and blue stakes suggest reduced potential for utility conflicts.
 - iii. Depending on subcontractor schedule, access, utilities (buried and overhead), TH locations may be adjusted and/or abandoned.
 - b. Up to 21 lineal feet of hollow stem auger drilling.
 - c. Sampling at target depths of 1, 2.5, 5, and at 5-foot increments thereafter, or where judged appropriate in the field.
 - d. Sampling to consist of split spoons (e.g., SPT, Cal) and collection of a bulk (5 gallon) sample from drilling cuttings off augers at each location.
 - e. Anticipated sampling at select depth(s) or where judged appropriate in the field,

- consistent with method of test hole advancement.
- f. Measure existing pavement surface thickness and base course (if possible) at study locations.
4. Drill through asphalt pavement and perform manual Dynamic Cone Penetration (DCP) testing near locations depicted in Figure 1 (if feasible with nearby utilities). For budgetary purposes, we have assumed the following:
 - a. DCP of up to three locations near those shown in Figure 1.
 - b. DCP to be completed to a depth up to about 2.5-ft or where practical refusal is found with equipment.
 5. Perform laboratory testing (pending environmental screening), planned tests will depend on material types sampled; testing envisioned includes:
 - a. Index testing (moisture content, Atterberg limits, particle size distributions).
 - b. Standard Proctor moisture-density relationship test, and a single point California Bearing Ratio (CBR) test, for up to two locations.

Assumptions:

- Details, drawings, section thicknesses, and associated geotechnical data (including historic pavement performance issues) from the existing roadway pavement will be provided by PCMC prior to scheduling of field work.
- Public involvement, property access (if required), and agreements (if required) will be coordinated and completed by HDR, PCMC, or others.
- Scope excludes field studies and geotechnical support for other potential facilities such as detention/drainage basins, utility vaults, retaining walls, culverts, or embankments requiring stability assessments. Other project features, if needed, will be scoped as part of a separate scope of work / proposal.
- Free and clear access to study locations. No special training, accreditation, permitting, bonding, fees, insurance, coordination, or agreements required to access locations and perform field studies.
- Costs include traffic control for shoulder closures at up to three locations. For budgetary purposes, assume up to three simple shoulder closures. If additional closures or lane closures or different working hours are required, a contract modification will be required.
- If overhead power / underground utilities restrict drilling, PCMC to coordinate utility shutdown or revise access and/or location as necessary.
- Up to two (2) days of field work.
- Locations are accessible with truck-mounted equipment. Damage such as rutting or pavement distress is possible, and PCMC accepts the risks of such distress.
- Test holes can be made without needing to first pothole / vacuum to locate existing utilities.
- Favorable working hours without any restrictions from PCMC, specifically 7am to 7pm for field work. No requirement for night work or weekends.
- Field work performed while temperatures are above 34 degrees; costs associated with freezing conditions are excluded.
- GC will coordinate Blue Stakes efforts. All private utilities are the responsibility of PCMC and property owners; GC is not responsible for damages or delays of any unmarked utilities.
- No specific test hole backfill requirements by PCMC. Test holes completed with cuttings / spoils and bentonite chips (if needed). Pavement will be patched with in-field, hand-mixed concrete or asphalt cold-patch; no break strength testing to confirm mixed strengths will be required.
- Only asphalt paving is present (no concrete that would require specialized coring equipment). Asphalt need not be sawcut or cored. If recovered, asphalt cores will be photographed and disposed of immediately after field studies are complete.

- Given the historic mining activities in the area, a potential for subsurface contamination has been identified.
- GC will retain Wasatch Environmental to support with sample screening and testing of heavy metals prior to beginning laboratory testing.
- If the materials are identified as being safe to handle / test, the laboratory testing will be advanced. Otherwise, pavement design will rely on DCP testing results as the basis of pavement design.
- Special sample disposal requirements may be required. For budgetary purposes, we have assumed that Intermountain Regional Landfill will take the samples without requiring TCLP testing and we have included \$500 for drum procurement, hauling, and disposal.
- For budgetary purposes we have included up to \$4,000 for the support from Wasatch Environmental, and we will not exceed this amount without prior coordination with you; final invoice amount will be based on actual costs.
- Soil samples will be disposed following submittal of our TM deliverables unless other arrangements are made.

Subtask 3.1 Deliverables:

- Test hole data and logs, compiled and summarized with draft and final geotechnical deliverable.

Subtask 3.2 Geotechnical Pavement Design Reporting

Objectives: Develop a pavement section for the subject streets for the project team to use as part of roadway design.

Activities:

1. Reduce and compile field and laboratory data from field studies as part of a single technical memorandum (TM).
2. Pavement TM
 - a. Characterize existing subsurface materials and develop geotechnical parameters for pavement design.
 - b. Perform pavement section analyses based on traffic demands reported by HDR.
 - c. Prepare and submit a written TM describing previous activities and results.
3. Finalize TM in response to comments and submit.

Assumptions:

- Pavement sections will be full-depth construction using hot mix asphalt (HMA).
- One total section will be provided for the three subject streets.
- AASHTO 1993 pavement design will be used, as modified by UDOT (excludes Mechanistic Empirical Pavement Design, MEPD).
- The PCMC's Engineers and/or HDR to provide input and preliminary feedback on pavement section. Following design information will be provided/confirmed by project team prior to completing laboratory testing:
 - a. Pavement design life.
 - b. Roadway classification.
 - c. Level of design reliability: (anticipated range of 80 to 90%).
 - d. Preferences on pavement section materials (such as SMA surface layer).

- e. Preferences on asphalt binders.
- f. Roadway drainage features (e.g., curb and gutter versus ditches and the like).
- PCMC to provide initial and final Annual Average Daily Traffic (AADT) and Annual Average Daily Truck Traffic (AADTT) values, and associated growth rates/factors. This information to be provided prior to completing laboratory testing.
- AADT and AADTT to be expressed in terms of AASHTO Vehicle Classifications (1 through 13).
- Life-cycle cost analyses are not included in this scope of work.
- No significant changes in roadway grade that would require assessment of settlements, and no consideration for incorporation of utilities within the pavement section.
- Survey (including test holes locations and elevations) and typical cross-sections will be provided by HDR.
- PCMC have readily available standards, specifications, and construction details for design and construction. Such may be revised for the project. Alternatively, UDOT standard specifications may be referred to for the project. Development of project specifications is excluded from this scope of work.
- There will be no more than one round of review comments from up to two reviewers working concurrently, with relatively minor revisions. To preclude an open-ended process, our deliverable product may be finalized after one month following submittal of draft document if review comments are not provided.
- Given the nature of the work, our participation in project meetings is not anticipated. If needed, meetings (including teleconferences) will be billed as additional services at standard rates.

Subtask 3.2 Deliverables:

- Pavement section recommendations will be summarized in brief draft TMs submitted to the project team for comment and review in PDF format; no hardcopies will be provided.
- Final TMs and comment responses will be submitted to the project team in PDF format; no hardcopies will be provided.

TASK 4 DATA COLLECTION AND REPORTS

Subtask 4.1 Subsurface Utility Engineering (SUE) (Sub KCI)

The following task items are included within the project limits:

KCI's understanding of the Munchkin and Woodbine Road Improvements Project is to provide utility information to assist the design team. KCI will provide Subsurface Utility Engineering (SUE) Quality Levels "D, C, B & A" as per ASCE/UESI/CI 38-22, Standard Guideline for Investigating and Documenting Existing Utilities.

Quality Levels D, C & B

KCI will perform the mapping of utility alignments as follows:

- Produce and obtain necessary encroachment permits from local jurisdiction(s) to perform the Services within project right-of-way.
- Coordinate with a local traffic control provider to produce traffic control plans and secure traffic permits from local jurisdiction(s).

- Obtain Quality Level “D” as-built/record drawings from PCMC and Utility Owners.
- Identify and record surface appurtenances for subsurface utilities, i.e. manholes, valves, hydrants, etc.
- Quality Level “C & B” Designation efforts will be performed with electromagnetic (EM) detection equipment including but not limited to a Vivax VM810, Vivax vLoc Pro2, Magnawand ID 2100 and Pipehorn 800. The use of EM devices can produce positive results when target utilities are of conductive (metallic) material.
- For Quality Level “B” Designation efforts of nonconductive materials such as PVC, Asbestos Cement, Terracotta, and Plastic pipes. SUE technicians will utilize an LMX100 250 MHZ ground penetrating radar (GPR) unit that will provide the opportunity to detect utilities of non-conductive material as well as undocumented utilities.
- KCI will collect information on overhead lines including pole number, owner and under-build when readily available.
- KCI will attempt to achieve Quality Level B for non-gravity subsurface utilities. Gravity fed utilities are not part of this scope of work. Where KCI is unable to attain Quality Level B or C, subsurface utilities will be categorized Quality Level D based on Utility Agency/Owner records.
 - Non-gravity subsurface utilities include communication, electric, steam, water, gas, traffic signal, traffic power, and streetlight. In addition to trunk/main lines, KCI will attempt to designate services lines above 1.75” for utilities mentioned above. However, small diameter services under constructed of non-toneable material (generally water) are impracticable to designate.
- Vaults are not included in this scope of work.
- KCI will utilize the ProStar, PointMan application for GPS centric field data collection to collect precision and pedigreed information on the Quality Level C & B data. This information can be utilized by the surveyor if completed under their direct supervision.
- Produce electronic field sketch (not to scale) of utilities detected and surface facilities.
- QA/QC Designation field sketch against Quality Level “D” as-built/record drawings.
- Coordinate with the project surveyor as needed for collection of Designating reference points and surface utility appurtenances.
- QA/QC Designation PointMan data and electronic field sketch against Quality Level “D” as built/record drawings and surveyors field notes.

Quality Level A

- KCI will perform up to five (5) utility test holes via vacuum excavation methods at locations to be determined at a later date. KCI will perform the test hole work as follows:
 - Produce and obtain necessary encroachment permits from local jurisdiction to perform the Work within right-of-way.
 - Coordinate with a local traffic control provider to produce traffic control plans and secure approved traffic control permits from local jurisdiction. Coordinate the set-up and breakdown of traffic control devices at test hole locations.
 - Layout test hole locations in the field using various pieces of geophysical locating equipment and processes, i.e. electromagnetic, ground penetrating radar, as-built plans, etc.
 - Notify and pre-mark test hole locations for Blue Stakes of Utah 811 Call-Before-You-Dig service 48 hours before excavating.

- Removal of pavement and concrete surfaces will be accomplished by use of a 10” diameter core drilling process.
- Use air vacuum excavation methods to excavate and expose targeted utility.
- Record utility data: type, depth, approximate size and material as readily obtainable. If the utility is a duct bank or encased, KCI will attempt to record top, bottom, width and configuration.
- Backfill test holes located in natural ground with native material excavated from the hole and compacted pneumatically in one-foot lifts.
- Backfill test holes located in the roadway (asphalt or concrete) with CLSM (typically 60 PSI APWA Mix Flowable Fill) as required by permitting agency.
- Restoration of test holes within pavement/concrete core drilled surfaces will be accomplished based on the agency permit requirements using Utilicor Technologies; Utilibond™ bonding agent.
- Coordinate with the project surveyor as needed for collection of test hole reference points.

Assumptions:

- Work within public right of way will be permitted thru the appropriate jurisdiction.
- Access to private properties will be coordinated by PCMC when necessary.
- PCMC will coordinate clear access to work area and utility manholes/vaults when necessary.
- Permit and inspection fees will be waived by owner of jurisdiction but have been included for other owner's.
- Survey costs are not included in this proposal.
- Work will be completed during regular business hours. If it is necessary to complete work at night, additional costs will apply.
- Professional engineering seal only applies to Subsurface Utility Engineering data.
- Utility 3D Modeling is not included in this scope of service.
- Available utility records/maps that have been collected by PCMC or HDR will be provided to KCI prior to the start of the field investigation.
- HDR will provide existing topo base map (dgn/dwg format) if available.
- Designation and test hole reference points will be surveyed by the project surveyor to the project control network provided by HDR. Project Surveyor will provide a utility data file using current required CADD standards depicting the utility lines resulting from the survey.
- Measurement of utility size will be completed by hand measurements and will be recorded as Nominal Pipe Size (NPS). The nominal size may not match the outside dimension of the utility but will be within the nominal size standardized dimensions.
- If pavement/concrete restoration other than the coring process previously described is required by local jurisdiction(s), KCI will notify HDR prior to any services being performed and obtain approval for additional costs.
- Test hole size measurements and centerline of utility and structures over 24” are difficult to obtain due to the small size of the test hole excavation. The nominal pipe size of these larger diameter pipes/structures are considered approximate unless an additional test hole is performed, which can be done as Additional Work.

- Due to the small size of the test hole excavation, it is difficult to obtain measurement on more than one utility per test hole. KCI will obtain information on multiple utilities when possible.
- No guarantee can be made that locating the top, bottom, width and configuration of duct bank utilities or slurry/concrete encased utilities can be achieved, due to limited visual ability within standard test hole size and existing ground conditions for visual verification.
- No guarantee can be made that every utility will be discovered and located, due to the many variables such as materials, depth, signal interference, lack of utility record information and environmental factors.
- Nonmetallic utilities such as PVC, asbestos cement, terracotta, and plastic pipes are considered nonconductive and cannot be traced with electromagnetic designating instrumentation.
- Not included in this scope are sprinkle lines, laterals, service lines under 1.75", traffic sensor loops and private lighting (unless it has a meter).
- Ground penetrating radar (GPR) equipment will be used in an attempt to discover and locate nonmetallic/nonconductive utilities.
- Various factors can affect GPR results, such as pipe size, depth, and most importantly environmental factors such as soil conditions and subsurface ground water. No guarantee can be made that every nonmetallic utility will be discovered and located.
- If removal and disposal of excavated soils to a landfill or dumpsite are required, KCI will notify Consultant prior to any services being performed and obtain approval for additional costs.
- The project design team will select the Test Hole locations and, for each phase, be given to KCI at one time.
- Test Hole standard bill rate is based on a maximum depth of 7.00'. If the hole exceeds 7.00' an additional per foot charge applies.
- Use of this service does not relieve others of their responsibility to notify Blue Stakes of Utah, Call-Before-You-Dig prior to excavation.
- The Service Agreement (Proposal) does not include prevailing wage rates or project labor agreements rates (PLA).
- Current standards, requirements and available information apply to this proposal.
- Standard permitting process and times to obtain are in effect.

Subtask 4.1 Deliverables:

A utility investigation report, signed and sealed, will be delivered per ASCE 38-22. The report will include the following:

- A SUE plan (Ex_Util file) that depicts the QLD/QLC/QLB additional utility mapping resulting from the completed record research and field investigation, as well as the QLA Test Hole data using the current required CADD Standards.
- A Test Hole Data Report in a Portable Document Format (.pdf) for each completed location and a combined spreadsheet including X, Y and Z coordinates. The report shall include test hole number and date of completion, approximate plan and section view (not to scale) of utility and test hole location in relationship to the existing roadway and ground surface, collected utility

data: type, depth, size and material as readily obtainable, and utility photos where obtainable at exposed locations.

- Methods used to collect and depict subsurface utility information.
- A contact list of utility owners or other entities providing utility information within the project
- limits and the results of the contact.
- Types of equipment used to collect information.
- Utilities located and documented along with type, attributes, etc.
- A Geophysical Search plan including areas searched, not searched and suspected areas.
- Linear feet designated, the number of test holes excavated and other pertinent information.
- Problems encountered, unresolved issues, and inconclusive or conflicting information. Efforts or actions taken to identify ownership of unknown utilities.
- Recommendation of additional work.

Subtask 4.2 Utility Coordination

The following task items are included within the project limits:

- Consultant shall obtain utility maps, field locate utility facilities, and identify a representative of each utility that will be involved in the design process.
- Review the as-built and utility information collected from the surveying task and identify if there are potential conflicts with the proposed design. The analysis shall include potential conflicts with buried utilities and identify locations where potholing may be required.
- Meet with the various utilities in an initial utility coordination meeting to validate the accuracy of the as-built and base maps.

Assumptions:

- Visible power, fiber, and waterline markers have been observed while on site.
- If relocation of utilities is required, the owners of utilities will design and relocate accordingly.

Subtask 4.2 Deliverables:

- Preliminary Utility Conflict List and Letters with the 60% Plans submittal
- Final Utility Conflict List and Letters with the 90% Plans submittal

Subtask 4.3 Stormwater Management and Drainage Memo

For this task, Consultant shall prepare a Stormwater Management and Drainage Memo outlining the stormwater management and drainage design for each design milestone: 60%, 90%, and 100%. For the Memo, Consultant shall use data and information collected from available mapping, site visits, and other available methods. The Stormwater Management and Drainage Memo shall include:

- Project description, location, and existing conditions



- Background information relevant for stormwater design (topography, surface soils, surface and vegetative conditions, etc.). This information will be used to determine runoff coefficients, slope and time of concentration utilized in the analysis.
- Location of special features such as existing storm network.
- A map of the project drainage basins including existing flow patterns.
- An analysis of existing stormwater conditions and analysis and design of the proposed stormwater management and drainage facilities including culverts, roadside ditches, swales, and energy dissipation.

Assumptions:

- PCMC prefers to use infiltration swales to treat stormwater runoff. No stormwater detention is assumed.
- Runoff volumes will not be calculated in analysis. Rational method will be used to determined peak flow rates.
- Existing stormwater system data is available in existing utility base map, as-built or in GIS format including pipe sizes, materials, and invert elevations.
- PCMC comments on the report will be incorporated into the next design submittal.
- Downstream analysis of stormwater conveyance system is not required.

Subtask 4.3 Deliverables

- Concept Stormwater Management and Drainage Memo to be submitted with the 60% Plans, one (1) electronic copy
- Draft Final Stormwater Management and Drainage Memo to be submitted with the 90% Plans, one (1) electronic copy
- Final Stormwater Management and Drainage Memo to be submitted with the 100% Plans, one (1) electronic copy

Task 5.0 PRELIMINARY DESIGN (CONCEPTUAL DESIGN - SCROLL PLOT)

Subtask 5.1 Design Criteria Development

Consultant shall develop the project draft Design Criteria based on coordination with PCMC Staff. The Design Criteria will establish the base design criteria used by the project team through the project development.

Subtask 5.2 Roadway & Multi-use Path Design

The purpose of this analysis is to develop two (2) preliminary geometric designs of Woodbine Road from the intersection of Bonanza Drive to Homestake Road. The improvements include a roadway with a two (2) lane section, sidewalk, and one (1) multi-use path. One alignment is likely through the Kimball Arts Center and the other possibility is through the existing recycling center.

Preliminary design tasks include:

- Preparation of horizontal and vertical alignments of Munchkin Road.
- Conceptual engineers estimate of costs for both preliminary designs.

Assumptions:

- Traffic study will not be required.
- No signalization at tie-in points will be required.

- No safety studies will be required.
- The existing RRFB crossing at Bonanza Way will remain in place.
- No improvements along Bonanza, SR248 (Kearns Blvd) and Homestake Road are included in the scope except sidewalk and multi-use path tie-ins.
- Existing power poles will not be relocated.
- Power, fiber, other utilities will not be relocated. Potential waterline conflicts with storm system will be looped.

Subtask 5.3 Drainage Design

Prepare conceptual drainage design for the entire project area including roadside ditches, swales, culverts, and energy dissipation.

Subtask 5.3 Deliverables:

- Determined design criteria.
- (2) Conceptual design level roll plots showing existing features and right of way as well as proposed improvements and impacts.
- Conceptual engineers estimate of costs for both preliminary designs.

Task 6.0 FINAL PLANS, SPECIFICATIONS, AND ESTIMATE

This task includes design and preparation of documents for the 60%, 90%, and 100% submittals.

Subtask 6.1 Roadway Design

This task includes the following:

- Refine design based on PCMC comments received on the conceptual design documents.
- Review the grading catch points for impact to right-of-way and make refinements to the model or adjustments to the catch treatment in order to stay within existing right of way.

Subtask 6.1 Deliverables:

- Roadway plans to be included in 60%, 90% and 100% deliverables as shown in Subtasks 6.6, 6.7, and 6.8.

Subtask 6.2 Stormwater Management and Drainage Design

This task includes the following:

- Design of stormwater management and drainage features including culvert, roadside ditches, swales and energy dissipation.
- Prepare the stormwater plan and profiles. Stormwater features will be provided in the roadway plan sheets. Drainage profiles to be included on separate roadway profile sheets.
- Prepare plans and details for the water quality and drainage facilities.

Subtask 6.2 Deliverables:

- Stormwater plans to be included in 60%, 90% and 100% deliverables as shown in Subtasks 6.5, 6.6, and 6.7.

Subtask 6.3 Erosion Control Plans

This task includes design and preparation of documents for the 90%, and 100% submittals. Prepare the preliminary and final erosion control plans and details taking into account construction staging and phasing.

Subtask 6.3 Deliverables:

- Erosion Control plans to be included in 90% and 100% deliverables as shown in Subtasks 6.5 and 6.6.

Subtask 6.4 Special Provisions, Cost Estimate and Construction Schedule

- Prepare the bid item list to be included in Division I (provided by PCMC) of the project specifications, known as the “general conditions”. Division I (provided by PCMC) will be provided with the 90% plans and 100% plans.
- Prepare Division II of the project specifications, known as the “special provisions”, provided with the 60%, 90%, and 100% plans. Special provisions will be in accordance with current APWA and PCMC Special Provisions.
- Revise and finalize the special provisions based on the comments received and the pay items listed in the cost estimate. The professional of record will seal the applicable section of the special provisions.
- Prepare the quantity calculations and the cost estimate at each design deliverable (60%, 90% and 100%). Verify the bid items match the payment in the special provisions and the plans. Maintain backup data for costs and quantities.
- Consultant shall prepare a high level, milestone construction schedule, that outlines a reasonable project construction sequence and time frames. The schedule will include anticipated environmental restrictions if applicable, and project milestones.

Subtask 6.4 Deliverables:

- Bid Item List for General Conditions, Division I, to be included in 90% and 100% deliverable as shown in Subtask 6.6 and 6.7.
- Special Provisions, Division II, and Cost Estimate to be included in 60%, 90% and 100% deliverables as shown in Subtasks 6.5, 6.6 and 6.7.
- Cost Estimate to be included in 60%, 90% and 100% deliverables as shown in Subtasks 6.5, 6.6 and 6.7.
- High level, milestone construction schedule to be included in 100% deliverable as shown in Subtask 6.7.

Subtask 6.5 60% Plans, Specifications and Estimate and Review Meeting

This task includes preparation of 60% plans and construction cost estimate, and quality control reviews, as well as incorporating comments from previous reviews.

Assumptions:

- 60% review meeting will be held in Park PCMC and will be up to two (2) hours in duration including travel from Salt Lake City.
- Up to three (3) Consultants will attend the review meeting.
- The drainage and erosion control features will be included in the roadway sheets.

Subtask 6.5 Deliverables:

- 60% Plans in electronic format (22x34)

- Design drawings will be 22x34 w/font size based on an 11x17 sheet.
 - Cover (assume 1 sheet)
 - Legend (assume 1 sheet)
 - General notes (assume 1 sheet)
 - Survey Control (1 sheet by Meridian)
 - Horizontal control (assume 1 sheet)
 - Typical section (assume 2 sheets)
 - Removals sheet (assume 3 sheets)
 - Grading tie-in sheet (assume 4 sheets) Munchkin and Woodbine, Bonanza, Kearns Blvd, and Homestake Road
 - Landscape and Lighting sheet (assume 3 plan sheets - 3 detail sheets)
 - Erosion Control (Assume 4 sheets - 3 plan sheets and 1 detail sheet)
 - Roadway plan and profiles (assume 3 sheets) includes signing/wayfinding/stripping/
 - Drainage Plan and profiles (assume 6 sheets)
- 60% Construction Cost Estimate in electronic format
- 60% meeting agenda submitted electronically to PCMC two (2) business days prior to meeting
- 60% meeting notes submitted electronically to PCMC within three (3) business days of meeting

Subtask 6.6 90% Plans, Specifications and Estimate and Review Meeting

This task includes preparation of 90% plans, special provisions, and construction cost estimate, and quality control reviews, as well as incorporating comments from previous reviews.

Assumptions:

- 90% review meeting will be held in Park PCMC and will be up to two (2) hours in duration including travel from Salt Lake City.
- Up to two (2) Consultants will attend the review meeting.
- The drainage and erosion control features will be included in the roadway sheets.
- Design drawings will be 22x34 w/font size based on an 11x17 sheet.
 - Includes sheets from the 60% set with the following additions:
 - Summary of quantities sheet (assume 2 sheets)
 - Civil Detail sheet (assume 4 sheets)
 - Driveway plan and profiles – approximately 12 driveways (assume 2 sheets)
 - Utility relocation at Kimball Arts Center Building (Assume 2 sheets) Overall plan and a detail sheet

Subtask 6.6 Deliverables:

- 90% Plans and standard drawings and details in electronic format (22x34).
- 90% Division II Special Provisions in electronic format (MS Word)
- 90% Construction Cost Estimate in electronic format
- 90% meeting agenda submitted electronically to PCMC two (2) business days prior to meeting
- 90% meeting notes submitted electronically to PCMC within three (3) business days of meeting
- 60% Comment Log with initial responses to the PCMC within two (2) weeks of receipt of comments

Subtask 6.7 100% Plans, Specifications and Estimate

This task includes preparation of Final PS&E package for bidding purposes. The 100% plans, Special Provisions and construction cost estimate must incorporate revisions agreed to and documented in the 90% Comment Log (Subtask 6.6).

Assumptions:

- The drainage and erosion control features will be included in the roadway sheets.
- Design drawings will be 22x34 w/font size based on an 11x17 sheet.

Subtask 6.7 Deliverables:

- 100% Plans and standard drawings and details in electronic format.
- 100% Stormwater Management Memo, electronic format
- 100% Division II Special Provisions in electronic format (MS Word)
- Bid item list for Division I General Conditions in electronic format with track changes (MS Word)
- 100% Construction Cost Estimate in electronic format
- High level, Construction Milestone Schedule in electronic format
- Project manual with general conditions, bid form, technical specifications and if necessary, special provisions.

TASK 7.0 BIDDING ASSISTANCE

This task includes the preparation of addenda, as needed, and responding to questions during the bidding phase. Consultant shall respond to questions from Construction Contractors about the plans and specifications during the bidding process.

Consultant shall prepare and deliver the addenda text in a Microsoft Word file. Consultant shall prepare and deliver stamped drawings in PDF. Consultant shall coordinate reviews of addenda with PCMC prior to submittal. Consultant shall prepare required Contract addenda to provide clarification to the bid documents. Consultant shall submit the addenda to PCMC for distribution to bidders.

Consultant shall compile a set of Conformed Construction documents that include addenda issued during the bidding process.

Assumptions:

- PCMC will serve as the point of contact for Construction Contractors and suppliers with questions regarding the bid documents and bid process.
- Consultant shall prepare up to two (2) addenda for changes to contract documents during bidding.
- PCMC will issue and distribute addenda.
- Consultant shall respond to up to five (5) bidder questions during bidding.

Task 7.0 Deliverables:

- Bid document addenda; stamped PDF drawings; or special provision revisions, a minimum of three (3) working days prior to bid opening, as coordinated with the PCMC.
- Response to bidder inquiries regarding the contract documents (in PDF format)
- Conformed plans and/or specifications/special provisions that incorporate changes made during bidding and prior to contract award (in PDF format).
- Design/points file for contractor's use in staking in the field during construction in CAD



(.dgn) / TXT etc. in zip file/folder

**TASK 8.0 CONSTRUCTION PHASE CONTRACT MANAGEMENT AND INSPECTION
SERVICES (TO BE ADDED BY AMENDMENT)**



Figure 1: Approximate Location of Proposed Test Holes



City Council Staff Report

Subject: Design Professional Services for the Installation of Five BEB Chargers
Author: William DeGroot, Transit Manager
Steven Dennis, Engineering Capital Projects Manager
Timothy Sanderson, Transportation Director
Department: Transportation
Date: September 25, 2025

Recommendation

Consider authorizing the City Manager to execute an agreement with Spectrum Engineers, Inc. in a form approved by the City Attorney’s office for engineering design and construction management services for the installation of battery electric bus depot chargers in an amount not to exceed \$250,000.00.

Executive Summary

On [March 20, 2025](#), Council approved the execution of an amended agreement with GILLIG Inc., for the purchase of a total of 16 new electric buses and including the purchase of five battery electric bus depot chargers. Delivery of these chargers is expected in September 2025. Through a Request for Statement of Qualification (“RSOQ”), the Transportation Department identified a professional firm to provide engineering design and construction management services to ensure the chargers are installed in compliance with building codes and federal requirements.

Analysis

On June 30, 2025, an RSOQ was published on the Utah Public Procurement Place (“U3P”) [website](#) to procure a professional design firm. The Evaluation Committee selected Spectrum Engineers, Inc., to produce the engineering design and perform construction management services for the project through the final installation of the five chargers.

If approved, the Transportation Department will execute a contract with Spectrum Engineers, Inc. and begin design planning. The project is expected to be completed by May 30, 2026.

Funding

This project is partially funded by various federal grants. The total available budget for design, construction management, and installation is \$421,441.50.

	Federal Funding	Local Match Total	Total Project Cost
FFY 2022 5339	\$351,166.00	\$45,084.00	\$396,250.00
FFY 2024 5311	\$20,153.20	\$5,038.30	\$25,191.50
	\$371,319.20	\$50,122.30	\$421,441.50



City Council Staff Report

Subject: City Take Home Vehicle Policy

Author: Sarah Mangano

Department: Human Resources

Date: September 25, 2025

Recommendation: Council requested a review of the Use of City Vehicles policy, specific to take home use. An internal review committee met and Human Resources now recommends Council approve Resolution 20-2025, approving an amendment to Employee Handbook section 7.8, Driving on City Business and Use of City Vehicles.

Background:

The City's Use of City Vehicles policy is section 7.8 of the Employee Handbook . Several teams regularly take home City vehicles for on-call duties and as an employment benefit.

A review committee was formed, including leaders Clint McAfee, Troy Dayley, David Thacker, Sarah Mangano, Cherie Wellmon, Mindy Finlinson, and Jodi Emery. The amended policy was reviewed by the City Attorney's Office as well as the in-house counsel and the loss control manager with the Utah Risk Management Agency (URMA).

To help guide policy revisions, the team consulted URMA and reviewed vehicle policies from other cities, including Layton, Centerville, West Valley City, Orem, Mapleton, Ogden, and Spanish Fork.

Over several meetings, the committee reviewed the current policy and discussed key topics, including:

- Distance from work
- Personal use of vehicles
- Vehicle care and maintenance
- Use during extended leaves
- Costs and liability
- Accident and damage reporting

Analysis:

The review found inconsistencies in how the policy was applied across City departments. The team clarified expectations, especially for take home vehicle use. Key updates include:

- **Travel Distance:** Vehicles must be kept within one hour of the reporting location.
- **Personal Stops:** Brief personal stops (e.g., for coffee) are allowed during commutes.
- **Vehicle Care:** Employees are responsible for keeping their assigned vehicles clean. The Fleet Department will handle maintenance. [address fuel]

- **Security:** Vehicles must be locked when unattended and parked off the street at night.
- **Extended Absences:** For absences of a week or more, vehicles must be parked off-street.
- **Taxation:** Tax rules were updated for highly compensated employees. No tax changes were made for standard on-call vehicle use..

On January 1, 2024, the City purchased and currently maintains a liability policy for off duty use of City vehicles. On duty use of City vehicles is covered by our liability policy with URMA. The liability determination must be made on a case-by-case basis, analyzing the specific facts at issue.

Attachments:

Attachment A:	Current Take Home Vehicle Policy
Attachment B:	Red-Lined Vehicle Take Home Policy
Attachment C:	Amended Policy for Approval
Attachment D:	Resolution 20-2025

7.8 Driving on City Business and Use of City Vehicles

a. Designation of Ownership: All vehicles owned and operated by the City shall, in a conspicuous place on both sides of the vehicle, display an identification mark designating the vehicle as the property of the City. This policy does not require such a display on vehicles that are exempt under state law.

b. Motor Vehicle Driving Records: As a means of promoting a safe work environment, driver's license checks will be performed for all applicants after a conditional offer of employment has been made and for all employees if driving may be necessary to conduct City business. Criteria that may indicate an unacceptable driving record includes:

1. Three or more moving violations in past 24 months.
2. Reckless driving in the past 24 months.
3. Two or more at-fault accidents in the past 36 months.
4. DUI or impaired driving in the past 72 months.
5. Leaving the scene of an accident in the past 72 months.
6. Any combination of the above.

c. Employees who operate a vehicle on City business must notify their supervisors within one day if they are arrested for DUI, impaired driving, or if they have had their driver's license suspended or revoked.

d. Should an unacceptable driving record render the employee "uninsurable" by the City's insurance carrier, they will be unable to drive any vehicle for City business. Employees with an unacceptable driving record, a revoked license, or who are uninsurable may be subject to disciplinary action, including termination of employment.

e. On-Duty Use of City Vehicles: City vehicles are to be used for official City business purposes only and shall carry no passengers in them other than as needed for official City business. An employee authorized to drive a City vehicle must have a valid State issued driver's license and other licensure as required to perform their job functions. City employees may use City vehicles for transportation needs when available and appropriate while performing City business. If a City vehicle is not available, or it is not practical to use a City vehicle, the department manager may approve the use of a personal vehicle thereby authorizing reimbursement to the individual for such use. Reimbursement will be based on the current IRS mileage reimbursement rate. In the event of an accident, the employee's personal automobile liability and property damage insurance coverage applies first.

f. Off-Duty Use of City Vehicles: Authorization for off-duty use of a City vehicle may be granted to a Full-Time Regular Employee by the department manager and approved by the City Manager based on a demonstrated need for such vehicle to be taken home to serve the public interest. The demonstrated need must be based on one of these criteria:

1. The vehicle is assigned as a qualified take-home vehicle to a sworn and certified law enforcement officer of the Park City Police Department pursuant to the department's take home vehicle policy;
2. The nature of the employee's work requires immediate response to emergency situations, regardless of frequency, that require the use of specific safety or emergency equipment that cannot be reasonably carried in the employee's personal vehicle;
3. Due to an isolated incident of use when, because of the lateness of the hour or other circumstances, it is impractical or impossible to return such vehicle to City custody at the end of an on-duty shift;
4. Due to emergency circumstances, the ability of the employee to access their primary location of employment is compromised such that the employee may be unable to reasonably retrieve such vehicle from, or return such vehicle to, City custody. The employee in such circumstance must obtain prior written consent from their Department Manager describing the limited time period during which the employee is authorized to take the vehicle home, along with a description of the circumstances necessitating the temporary authorization; or
5. Authorization is otherwise recommended by the Department Manager and approved by the City Manager.

g. Liability Coverage: Liability Coverage provided by the City for an employee's authorized off-duty use of a City vehicle is limited to circumstances wherein the City vehicle is being used by an employee to commute to and from the employee's place of work with the City and the employee is not performing duties or services for the City.

h. Maintenance: It shall be the duty and responsibility of the driver or operator of a City vehicle to see that it is properly serviced, maintained, and cleaned. This includes having the appropriate service performed on the vehicle at appropriate intervals as set forth by the Fleet Services Department.

i. Accident Involvement and Damage Reporting Requirements: If a City vehicle is involved in an accident, an employee must comply with Utah law and reporting requirements. Within 24 hours the driver must report the accident to the employee's supervisor, the City

Attorney's Office, and the Fleet Services Department. Fleet Services will not conduct a vehicle repair without authorization from the City Attorney's Office.

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5. Authorization is otherwise recommended by the Department Manager and approved by the City Manager.

6. Distance from Work Location

- Employee must live within a 60-mile or 1-hour drive time radius, unless otherwise approved by the City Manager

7. Incidental Personal Use

- a. De minimus stops are allowed "on the way" to or from work. Must be infrequent and incidental; i.e., coffee on the way to work
- b. Passengers are not permitted unless they are City employees
- c. All vehicles are required to be parked off-street and locked when not in use.
- d. Dogs are allowed in vehicle, provided:
 - i. Allowed by position and/or worksite
 - ii. Vehicle is kept clean

- iii. Doesn't impede ability to work
 - iv. Require liability and damage release
- 8. Extended Absences (e.g., vacation over one week)
 - a. Take home vehicles to remain at home if parking and safety requirements are met and are not necessary for other employee utilization.
- 9. Taxes
 - a. Assessed benefit for maintenance taxed at \$3/day for employees earning less than \$183,100.
 - b. Assessed benefit for maintenance taxed at \$0.70/mile for employees earning \$183,100 or more.

g. Liability Coverage: Liability Coverage provided by the City for an employee's authorized off-duty use of a City vehicle is limited to circumstances wherein the City vehicle is being used by an employee to commute to and from the employee's place of work with the City and the employee is not performing duties or services for the City.

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Resolution No. 20-2025

**A RESOLUTION ADOPTING THE REVISED DRIVING ON CITY BUSINESS AND USE
OF CITY VEHICLES POLICY, EFFECTIVE OCTOBER 1, 2025 FOR PARK CITY
MUNICIPAL CORPORATION**

WHEREAS, personnel policies and procedures 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 handbook is to provide for guidance regarding the fair and consistent administration of city personnel, but neither any contract nor implied contract rights are created hereby; and

WHEREAS, the City Manager, City Attorney's Office, and Human Resources Department has reviewed the proposed amendments of the Revised Driving on City Business and Use of City Vehicles Policy and recommends adoption by the City Council; and

WHEREAS, the City Council deems it in the best interest of the 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 Driving on City Business and Use of City Vehicles Policy, dated September 25, 2025, attached hereto, is hereby adopted and the 2024 version is hereby repealed including any temporary amendments thereto adopted by the City Manager.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect on October 1, 2025.

PASSED AND ADOPTED this 25th day of September, 2025.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder
Approved as to form:

City Attorney's Office



City Council Staff Report

Subject: City Engineer's Approval Authority Regarding Encroachments
Author: Becky Gutknecht, P.E. and John Robertson, P.E. City Engineer
Department: Engineering
Date: September 25, 2025

Recommendation

Review and consider approving an ordinance amending section 2-4-11 of the Park City Code to clarify the City Engineer's approval authority over certain types of encroachments into the right-of-way to clarify responsibilities and provide better levels of customer service.

Executive Summary

The proposed code amendment clarifies the authority of the City Engineer as follows (the proposed additional language is in red):

2-4-11 City Engineer

There is hereby created and established the office of City Engineer for the purpose of providing the necessary engineering services required by the City. The City Engineer shall be responsible for coordinating, reviewing, supervising, and accepting construction work in rights-of-way and public thoroughfares. The City Engineer may permit these minor private improvements, which do not negatively impact the intended use of rights-of-way or public thoroughfares: mailboxes, driveways, sidewalks, radiant heating, landscaping, **signage and awnings otherwise in conformance with this Code, improvements required to promote life safety, provide property access, ensure slope stability, drainage protection, or maintenance, improvements that are designated Historic in accordance with procedures contained in Land Management Code Chapter 15-11, and minor deviations from previously approved encroachments.** The City Engineer shall be appointed by the City Manager and shall be an employee of the City. The City Engineer shall be appointed on the basis of administrative and technical qualifications with special reference to actual experience or knowledge of the functions and duties of the office as set forth in this article.

The City Engineer's office has historically processed proposed encroachment agreements based on the level of impact on City services/operations and the potential for adverse impacts on the intended use of the right-of-way. At the Council meeting held on July 10, 2025 (see minutes [here](#)), in an effort to clarify authority, Council defined the City Engineer's approval authority as encompassing driveways, sidewalks, mailboxes, radiant heating, and landscaping (not including walls) but requested that we return with a more comprehensive list after further evaluation. To ensure adherence

with the requirements of other codes and state law (set forth below), and delivering timely customer service to residents, we propose adding the following items to the list of minor private improvements the City Engineer may approve as encroachments into the right-of-way if deemed appropriate under the circumstances:

- Signage and awnings otherwise in conformance with this Code
- Improvements required to:
 - Promote life safety
 - Provide property access
 - Ensure slope stability, drainage protection or maintenance
- Improvements that are designated Historic in accordance with procedures contained in Land Management Code Chapter 15-11
- Minor deviations from previously approved encroachments

Background and Analysis

On July 10, 2025, the Engineering Department came before Council to request a code revision which would formalize the existing process. The revision would have granted the City Engineer authority to approve minor private improvements that encroach into the right-of-way and do not negatively impact the intended use of the right-of-way (see staff report [here](#)).

Council voiced concerns regarding the breadth of the proposed language. Because a known inconsistency existed between the current process and the Code, Council chose to codify the City Engineer's authority with an abbreviated list of private improvements they could approve as encroachments, and directed staff to return to Council after evaluating the need for a more comprehensive list. The City Engineer's authority for approval of right-of-way encroachments, as codified on July 10, allows for the following specific minor improvements: mailboxes, driveways, sidewalks, radiant heating, and landscaping.

Upon further evaluation, staff is concerned that the foregoing list as determined during the Council meeting may prevent the expedient approval of certain encroachment applications—approval that is necessary and required to comply with state law or other city-adopted codes. Accordingly, staff requests that the City Engineer's specific approval authority be expanded to account for the following:

Life Safety

Some requested encroachments are necessary to facilitate life safety, for example: handrails, guardrails, guardwalls, and retaining walls. These items are often required by other codes or entities for the protection of life safety (e.g., the International Building Code (IBC) requires a handrail be installed along any open-sided walking surface in which there is a drop-off of 30" or greater). Because items required for life safety must be installed, the encroachment request would be required to be approved. Building permit issuance can be delayed for matters of life safety, but it would delay customer service significantly to wait for issuance until the next available Council meeting to achieve approval of the necessary encroachments.

Property Access

In Utah, under [Utah Code Section 72-7-103\(2\)](#), property owners are guaranteed the legal right to access their property from an adjacent public road with limited exceptions. This right includes both pedestrian and vehicle access. Because of Park City's unique topography, property access often requires the use of stairs, retaining walls, bridges, or other structures that encroach into the right-of-way. With our steep slopes, often there is no reasonable alternative to providing access without using some form of improvement within the right-of-way. It is unlawful to restrict property access without compensation, and the use of retaining walls, bridges, and other structures to provide property access has historically been an accepted practice within Park City.

Slope Stability and Drainage Management

Steep slopes present an ongoing challenge in Park City. When a slope is disturbed for construction, it is not always possible to replace the soils at the same steepness of the undisturbed condition. In these cases, retaining walls or other mitigation strategies might be necessary to ensure a stable slope, which protects not only the private property but also the public roadway. In addition, in certain locations, drainage from the right-of-way may be impacting private property. Drainage mitigation may include rock channels, sump installation or other forms of water management. Maintaining proper drainage is also essential to ensure continued slope stability.

Historic Designation

The City Council designated Landmark and Significant Historic Sites outlined in Land Management Code (LMC) Section [15-11-10](#), the "Park City Historic Sites Inventory." Each site on the Historic Sites Inventory has a Historic Site Form which documents the Structures on the site that require preservation. The LMC defines "Structure" as *"[a]nything constructed, the Use of which requires a fixed location on or in the ground, or attached to something having a fixed location on the ground and which imposes an impervious material on or above the ground."* In other words, the definition of "Structure" references any permanent improvements that may be historic (such as fences, walls, light posts, etc.). Due to the fact that surveys historically were not as precise or widely used as they are today, some of these historic installations encroach into the right-of-way. The Land Management Code requires preservation of these Historic Structures and establishes exceptions for them to remain in the historic location. As a result, to help facilitate the required preservation when there is an encroachment in the right-of-way, an encroachment agreement can be useful in identifying the affirmative approval of the historic item's continued presence within the right-of-way.

Signage and Awnings Aligned with Code

The process for sign approval is enumerated in [Chapter 12: Sign Code](#). Canopies and Awnings have requirements specific to the zoning in which they are proposed. For example, canopies or awnings proposed to be installed in the Historic Commercial Business District are regulated under [section 15-2.6-8, Canopy And Awning](#). Some of these signs, canopies and awnings extend above the airspace of the right-of-way and, as such, require an encroachment agreement. As the process for approval of signs,

awnings, and canopies is clearly laid out in the code, the concerns that might typically be associated with installations in the rights-of-way, such as obstruction or interference with use of the right-of-way, aesthetic concerns, etc. have already been mitigated to attain compliance.

Minor Variations on Approved Encroachment Agreements

Often, we receive applications from property owners to reconstruct, repair, or undertake substantial maintenance on an item previously approved through an encroachment agreement. Upon the submittal of these amendments, the Engineering Department evaluates whether (i) the proposed modifications negatively impact the intended use of rights-of-way or public thoroughfares, (ii) the modifications could harm existing utilities or other public uses of that right-of-way, and (iii) the modification would be approved given the current processes. In some cases, an applicant seeks to reduce the size and reconstruct existing approved retaining walls or other improvements that have degraded over time; in other cases, an applicant seeks to change the content of a sign because of a change in business ownership. If the proposed modification of the existing approval does not materially change the existing approval, we submit that the Engineering Department is able to oversee and determine whether to approve the application.

Conclusion

The encroachment agreement serves as a useful tool for the City when future infrastructure modifications are planned. With recorded encroachment agreements, the City can better identify the locations of minor encroachments, enabling coordination with property owners before construction begins.

Adding the proposed items to the list of allowable approvals will help ensure we maintain expedient review of applications and provide consistency with and adherence to other codes and laws. The City Engineer's office will continue to review all applications to ensure that the requested encroachment will not negatively affect the right-of-way and will not prevent the installation of future projects as identified on City Master plans. Applications that fall outside of the approval authority identified will continue to be brought before Council.

Exhibits

Exhibit A: DRAFT Ordinance 2025-20 - Amending 2-4-11 City Engineer

ORDINANCE 2025-20

AN ORDINANCE AMENDING TITLE 2, CHAPTER 4, SECTION 11 OF THE PARK CITY CODE, RELATED TO THE RESPONSIBILITIES AND AUTHORITY OF THE CITY ENGINEER

WHEREAS, in order to promote the efficient and beneficial use of the City's rights-of-way and public thoroughfares, City Council finds the City Engineer should have delegated authority over certain regulation of the rights-of-way and public thoroughfares; and

WHEREAS, in order to promote the efficient and beneficial use of the City's rights-of-way and public thoroughfares, the City Council finds the City Engineer should be empowered to permit certain minor private improvements within the City right-of-way and public thoroughfares; and

WHEREAS, the City Council finds good cause for amending the code to further clarify the City Engineer's responsibilities and authority;

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

Section 1. Section amended. Title 2, Chapter 4, Section 11 of the Park City Code is hereby amended to read:

2-4-11 City Engineer

There is hereby created and established the office of City Engineer for the purpose of providing the necessary engineering services required by the City. The City Engineer shall be responsible for coordinating, reviewing, supervising, and accepting construction work in rights-of-way and public thoroughfares. The City Engineer may permit these minor private improvements, which do not negatively impact the intended use of rights-of-way or public thoroughfares: mailboxes, driveways, sidewalks, radiant heating, landscaping, **signage and awnings otherwise in conformance with this Code, improvements required to promote life safety, provide property access, ensure slope stability, drainage protection, or maintenance, Improvements that are designated Historic in accordance with procedures contained in Land Management Code Chapter 15-11, and minor deviations from previously approved encroachments.** The City Engineer shall be appointed by the City Manager and shall be an employee of the City. The City Engineer shall be appointed on the basis of administrative and technical qualifications with special reference to actual experience or knowledge of the functions and duties of the office as set forth in this article.

Section 2. General Repealer. Ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 3. Effective Date. This ordinance shall become effective upon publication.

PASSED AND ADOPTED this 25th day of September, 2025.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

City Council Staff Report



Subject: 2025 General Plan
Application: PL-24-06358
Author: Rebecca Ward, Planning Director
Date: September 25, 2025

Recommendation

(I) Review the updated 2025 General Plan draft, (II) conduct a public hearing, and (III) consider approving Ordinance No. 2025-21, adopting the 2025 General Plan (Exhibit A).

Background

Park City's General Plan is the community-driven blueprint that uses robust community visioning to build upon prior planning efforts and guide future development, growth, and land use policy. The General Plan is most impactful when implemented through amendments to [the City's Land Management Code](#) to shape future development and redevelopment, and adopted policies and plans that aim to achieve the community vision.

The 2025 General Plan captures the shared community vision based on four values: small town, sense of community, natural setting, and historic character, with five Plan themes, goals, and strategies to guide transportation, maintain community character, incentivize moderate income housing, preserve and conserve water and open space, and protect our natural environment through sustainable planning. A Citizen's Summary provides a concise reference (Exhibit B).

The draft establishes an implementation strategy, recommended actions and annual review by the Historic Preservation Board for those items related to the City's Historic Districts and sites, and Planning Commission for the remaining themes. It gives City Council review of Board and Commission recommendations and final direction on annual priorities to address evolving community needs.

Community Engagement

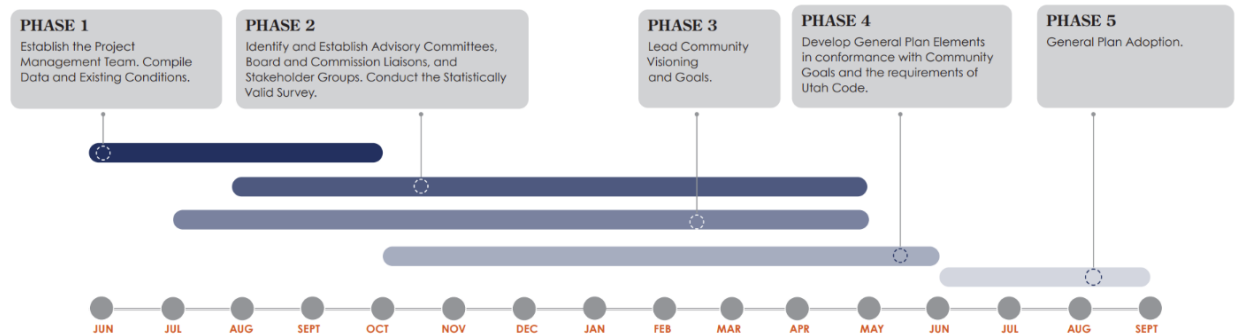
The comprehensive update to the General Plan included the establishment of a 16-member Advisory Committee with community stakeholders, Neighborhood Advisory Committees with resident volunteers, and a Technical Advisory Committee with City staff.

Residents provided input through:

- A survey, November 14-27, 2024.
- Three open houses.
 - Preliminary framework and fundamental concerns, September 18, 2024.
 - Draft vision and emerging land use and transportation scenarios, March 4, 2025.
 - Draft recommendations, May 13, 2025.

- A series of neighborhood open houses for resident input on Neighborhood Plans, December 2024 through February 2025.
- An online questionnaire for input on the draft vision and emerging land-use and transportation scenarios, March 4-March 25, 2025.
- An online questionnaire for input on draft recommendations, June 24-July 31, 2025 (Exhibit C, Community Engagement Report).

PROJECT TIMELINE



Draft Review

Additionally, the Historic Preservation Board, Planning Commission, and City Council conducted work sessions and public hearings to refine the 2025 General Plan.

- On June 4, 2025, the Historic Preservation Board reviewed the draft recommendations related to historic preservation within the Community Character component of the General Plan and provided initial input ([Packet](#), Item 6.A; [Minutes](#), p. 2)
- On June 26, 2025, the consultant team provided an overview of the 2025 General Plan draft in a joint Planning Commission and City Council work session for initial input ([Packet](#), Item VIII.1; [Minutes](#), p. 13). Council direction included the creation of an executive summary, reducing the size, shifting the action steps to an appendix, and conducting a second joint meeting with the Planning Commission before bringing the General Plan back for final adoption ([June 26 Council Direction Staff Report](#)).
- On June 30, 2025, the Historic Preservation Board conducted a public hearing and unanimously forwarded a positive recommendation for the historic preservation components of the draft ([Packet](#), Item 7.B; [Minutes](#), p. 4).
- On July 9, 2025, the Planning Commission conducted a public hearing and provided input on the Transportation, Community Character, and Land Use Nodes Type Map components of the draft ([Packet](#), Item 6.A; [Minutes](#), p. 8).
- On July 23, 2025, the Planning Commission reviewed revisions on the formatting

of the plan that incorporated the joint meeting input and conducted a public hearing and provided input on the Moderate Income Housing, Water and Open Space Preservation, and Sustainability components of the draft ([Packet](#), Item 6.A; [Minutes](#), p. 2).

- On August 13, 2025, the Planning Commission conducted a public hearing and provided input on the Neighborhood Plans ([Packet](#), Item 5.A; [Minutes](#), p. 2).
- On August 18, 2025, the Planning Commission and City Council conducted a joint work session to review the updates to the draft ([Packet](#), Item 1; [Minutes](#), p. 1). Input included updating the timelines in the Implementation Matrix, clarifying neighborhood plan language, updating language regarding owner-occupied and vacant status, highlighting language about public safety and wildfire, and updating photos associated with the Nodes Type Map.
- On September 10, 2025, the Planning Commission conducted a public hearing to review the updated draft based on the joint meeting input and unanimously forwarded a positive recommendation for City Council consideration ([Packet](#), Item 6; [Audio](#)).

Staff recommends the City Council consider adopting the 2025 General Plan, initiating Historic Preservation Board and Planning Commission work sessions to recommend prioritizations for City Council review and final prioritization to begin the implementation process.

Exhibits

A: Draft Ordinance 2025-21

Attachment 1 – 2025 General Plan

Attachment 2 – Appendix

B: Citizen's Summary

C: Community Engagement Report

D: Current Initiatives Report

ORDINANCE No. 2025-21

AN ORDINANCE ADOPTING THE 2025 PARK CITY GENERAL PLAN, A COMPREHENSIVE UPDATE TO THE 2014 GENERAL PLAN

WHEREAS, the Park City General Plan (“General Plan”) was first adopted by the City Council in 1985;

WHEREAS, the General Plan was rewritten and adopted by the City Council in 1997;

WHEREAS, subsequent amendments to the General Plan were adopted by resolution in 1999, 2000, 2001, 2002, 2007, and 2011;

WHEREAS, a comprehensive update to the General Plan was adopted by the City Council in 2014;

WHEREAS, subsequent amendments to the General Plan were adopted by the City Council in 2024 (Ordinance No. 2024-17 adopting the Bonanza Park Small Area Plan) and 2025 (Resolution No. 13-2025 adopting the Moderate Income Housing Plan);

WHEREAS, the City desires to adopt a comprehensive update to the General Plan based on the core community values: Small Town, Sense of Community, Natural Setting, and Historic Character;

WHEREAS, the City established three engagement windows: Project Awareness and Values Identification, September – December 2024; Ideas and Alternatives Development, January – March 2025; and Draft and Final Plan Sharing, May – September 2025;

WHEREAS, the City established a 16-member Advisory Committee with community stakeholders, Neighborhood Advisory Committees with resident volunteers, and a Technical Advisory Committee with City staff;

WHEREAS, the City conducted a survey November 14-27, 2024;

WHEREAS, the City hosted three community open houses for input on the preliminary framework and fundamental concerns (September 18, 2024), the draft vision and emerging land use and transportation scenarios (March 4, 2025), and the draft recommendations (May 13, 2025);

WHEREAS, the City conducted a series of neighborhood open houses for resident input on the Neighborhood Plans December 2024 through February 2025;

WHEREAS, the City conducted an online questionnaire for input on the draft vision and emerging land-use and transportation scenarios (March 4-March 25, 2025);

WHEREAS, the City conducted an online questionnaire for input on the draft recommendations (June 24-July 31, 2025);

WHEREAS, the comprehensive update captures a shared community vision and establishes five plan themes (Transportation, Community Character, Moderate Income Housing, Water and Open Space Preservation, and Sustainability) with focus areas, goals, and strategies to implement the General Plan;

WHEREAS, the comprehensive update includes a Neighborhood Plan for each of Park City's ten neighborhoods to acknowledge and incorporate the unique characteristics of each neighborhood and to allow for the implementation of the General Plan at a neighborhood scale;

WHEREAS, on June 4, 2025, the Historic Preservation Board conducted a public hearing on the historic preservation draft recommendations within the Community Character component;

WHEREAS, on June 26, 2025, the consultant team provided an overview of the draft comprehensive update in a joint Planning Commission and City Council work session for initial input;

WHEREAS, on June 30, 2025, the Historic Preservation Board conducted a public hearing on the historic preservation draft recommendations within the Community Character component and unanimously forwarded a positive recommendation to the Planning Commission and City Council;

WHEREAS, on July 9, 2025, the Planning Commission conducted a public hearing and provided input on the Transportation, Community Character, and Land Use Nodes Type Map components of the draft;

WHEREAS, on July 23, 2025, the Planning Commission reviewed revisions on the formatting of the plan that incorporated the joint meeting input and conducted a public hearing and provided input on the Moderate Income Housing, Water and Open Space Preservation, and Sustainability components of the draft;

WHEREAS, on August 13, 2025, the Planning Commission conducted a public hearing and provided input on the Neighborhood Plans;

WHEREAS, on August 18, 2025, the Planning Commission and City Council conducted a joint work session on the updated draft;

WHEREAS, on September 10, 2025, the Planning Commission conducted a duly noticed public hearing and unanimously forwarded a positive recommendation to the City Council;

WHEREAS, on September 25, 2025, the City Council conducted a duly noticed public hearing;

WHEREAS, Park City Forward, the City's Long-Range Transportation Plan (2022), the Short Range Transit Plan (2022), the Bicycle and Pedestrian Plan (2024), the Bonanza Park Small Area Plan (2024), and the Moderate Income Housing Plan (2025), and other strategic plans remain in full effect in conjunction with this General Plan;

WHEREAS, the comprehensive update complies with Utah Code Section 10-9a-401, et seq.;

NOW THEREFORE, BE IT ORDAINED by the City Council of Park City that the 2025 General Plan is hereby approved and adopted, replacing the 2014 General Plan in its entirety. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 25th day of September 2025.

PARK CITY MUNICIPAL CORPORATION

Mayor, Nann Worel

Attest:

City Recorder

Approved as to form:

City Attorney's Office

Attachment 1 – 2025 General Plan

Attachment 2 – Appendix



PARK CITY

General Plan



ACKNOWLEDGEMENTS

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PLANNING COMMISSION

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Adam Houghton
Allison Keenan
Pamela Miles

Masonic Hill

Julian Chapman
Ginny Schulman

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William Dark
Matey Erdos
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Sherie Harding
John Helton
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Allison Griffiths
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Teri Whitney
Stefanie Woywod

Prospector

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Sydney Green
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Huffmyer
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Thank you to all who shared input, including participants in the statistically valid survey, open houses, and focus group discussions.

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LETTER FROM THE MAYOR



Dear Reader,

Thank you for taking the time to review Park City's newly-updated General Plan. I'm proud to share that this plan honors our past while providing a clear, purposeful roadmap for our future. It's built on the same foundation that has guided Park City for generations: thoughtful planning, persistence, and a deep love for this place we call home.

From mining town to mountain destination, Park City's success has never been accidental. It's been shaped by people — like you — who care about preserving what makes this community unique. This General Plan carries that same spirit forward.

Over the past year, hundreds of residents shared their hopes and concerns through surveys, open houses, and neighborhood meetings. What emerged is a shared vision: a strong commitment to our small-town character, a focus on affordability and mobility, and a lasting promise to protect our natural environment and community values.

More than a document, this plan is a tool for action. It balances growth with preservation, guides investments in housing and transportation, and respects the distinct identity of each neighborhood. Its strategies are grounded in data, shaped by community input, and flexible enough to evolve as we do.

Thank you for being part of this journey. I invite you to explore the pages ahead, stay engaged, and help bring this vision to life. Together, we can build a future that reflects the best of Park City — today, and for generations to come.

Warmly,

Nann Worel



INTRODUCTION



OVERVIEW

ABOUT THE PLAN

Park City's General Plan is the community-driven blueprint that builds upon prior planning documents and visioning to guide future development, growth, and land use policy. It captures a shared community vision, how and where people live, work, shop, and play, and translates that vision into goals, policies, and strategies for land use, transportation, housing, open space, public facilities, and more. By setting clear expectations for infrastructure investments and growth patterns, the General Plan provides consistency and predictability for residents, developers, and decision-makers alike.

Under Utah law (Utah Code § 10-9a-401 et seq.), every municipality must adopt a General Plan and review it regularly. At a minimum, the Plan must include:

- **Transportation/Circulation Element:** Mapping existing and future roads, transit routes, and active-transportation corridors;
- **Land Use Element:** Designating where different types and intensities of development should occur;
- **Moderate-Income Housing Element:** Identifying realistic opportunities to meet the community's affordable-housing needs over the next five years; and
- **Water Use and Preservation Element:** Aligning local water policy with regional conservation goals.

WHY NOW?

Since Park City's last General Plan was adopted in 2014, numerous shifts have occurred that make an update both timely and essential. Over the past decade, demographic trends have evolved with a growing year-round population alongside a dynamic tourism economy that influence transportation needs, housing demand, and public-service capacities. Infrastructure investments and energy-conservation priorities have also advanced, particularly around transit expansions and renewable energy, which the 2014 Plan does not fully address.

Moreover, recent state statutes now require stronger emphasis on affordable housing and water conservation, two critical challenges for mountain communities facing rising housing costs and variable water supplies. The General Plan integrates the new statutory elements, harnesses fresh data on growth projections and resource use, and reaffirms community values through renewed public engagement to align local policy with current conditions.

PROCESS OVERVIEW

The General Plan update process took place from June 2024 through September 2025 across five phases. In **Phase 1 (June–September 2024)**, staff compiled baseline data, then convened advisory bodies in **Phase 2 (July–October 2024)**. **Phase 3 (November 2024–January 2025)** translated community feedback into a draft vision and goals, and **Phase 4 (December 2024–May 2025)** produced the Plan's required elements: land use, transportation, housing, water conservation. Finally, in **Phase 5 (June–September 2025)**, the draft was released for public comment and put up for adoption. **Three engagement windows** sought public input: Project Awareness & Values Identification (June–October 2024), Ideas & Alternatives Development (November 2024–March 2025), and Draft & Final Plan Sharing (April–September 2025).

VISION AND MISSION STATEMENTS

The Vision and Mission Statements were developed through a collaborative process with community input and feedback. They are grounded in Park City's core values -- small town, sense of community, natural setting, and historic character, identified by the community as the foundation for the community's future.

The vision and mission statements are interconnected elements that together define the direction and purpose of Park City's development. The vision statement articulates the community's long-term aspirations and values, encapsulating what residents hope to achieve and preserve as the city grows. The mission statements translate this vision into actionable goals that guide daily decisions and long-term planning.

VISION

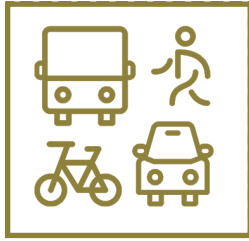
“ Park City is a mountain community that preserves our small-town feel, unique character and history, natural environment, open space, and world-class recreation. We advance multi-modal transportation and innovation for residents, workforce and visitors, while fostering thoughtful planning and land uses for balanced growth, today and for future generations. ”

MISSION

We will:

- Be a welcoming community.
- Preserve our open space and conservation areas.
- Not increase our road network and will look at creative multi-modal solutions to address traffic and mobility.
- Increase connectivity to walkable mixed-use centers identified in the Node Types Map.
- Offer housing options to a variety of demographics.
- Be a healthy community.

THEMES



TRANSPORTATION

We value a connected community with great access to recreation and open spaces and a variety of transportation options for visitors, workforce, and residents.

FOCUS AREAS

- Data Backed Decision Making
- Transit Improvements
- Traffic Management
- Parking
- Preserve Park City's Small Town Feel
- Walkable and Bikeable Neighborhoods
- Special Events
- Emergency Planning
- Innovation and Technology



COMMUNITY CHARACTER

We value our unique community, quality of life, and authentic character. We support a variety of options that create housing opportunities for all groups within the community. We preserve our historic districts and cultural elements and celebrate the history of Park City.

FOCUS AREAS

- Small Town Feel
- Sense of Community
- Land Use Growth
- Technology
- Historic Preservation

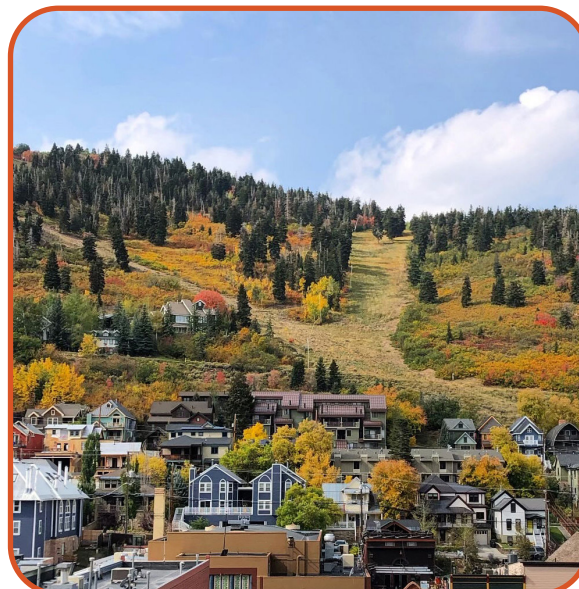


MODERATE HOUSING

We will provide housing for various groups, including seniors, and first-time homebuyers.

FOCUS AREAS

- Variety of Housing
- Workforce Housing





INCOME

ousing options for
uding workforce,
ne home buyers.

ousing Options
ousing



WATER AND OPEN SPACE PRESERVATION

We protect our resources and plan for future generations and climate change. We strive to preserve our open and natural lands and create a green buffer around Park City.

FOCUS AREAS

- *Water Preservation*
- *Open Space Conservation*
- *Sensitive Lands*



SUSTAINABILITY

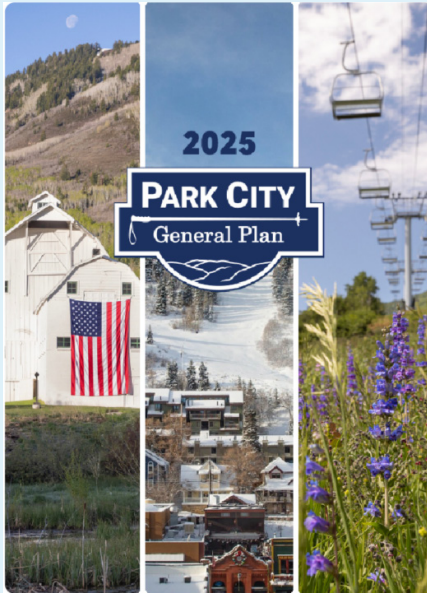
We value our natural environment and preserve and protect natural areas.

FOCUS AREAS

- *Environment*
- *Wildfires*
- *Waste Reduction*
- *Energy Efficiency*



STRUCTURE



→ VISION AND MISSION STATEMENTS

The vision statement articulates Park City's long-term aspirations and core values, while the mission statements translate this vision into actionable goals and commitments, to ensure alignment with the community's broader aspirations.

→ THEMES AND FOCUS AREAS

The core values incorporated in the vision statement direct the goals for the Themes, including Focus Areas to provide direction for how to achieve the community's vision and values.

→ STRATEGIES

Each Theme and Focus Area includes recommended strategies that give clear direction on action steps and implementation to achieve the vision and goals.

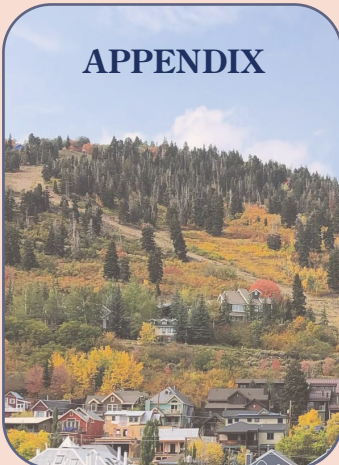
→ NEIGHBORHOOD PLANS

Identifies key characteristics and specific recommendations based on individual neighborhood feedback.

→ FUTURE LAND USE NODE TYPES MAP

This map identifies areas most appropriate for context-sensitive development and key multi-modal improvements. The City's Zoning Map is incorporated to ensure future development is consistent with existing development patterns.

APPENDIX

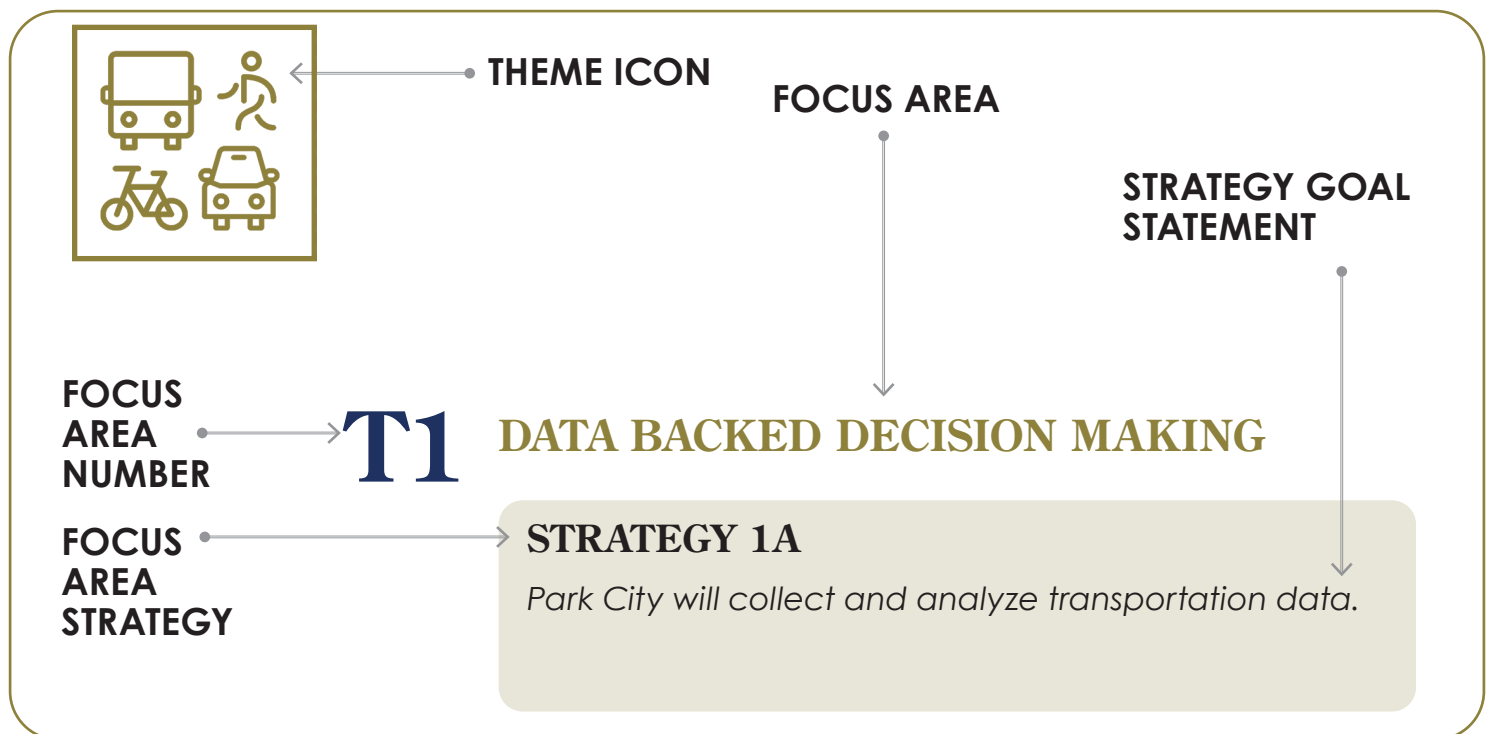
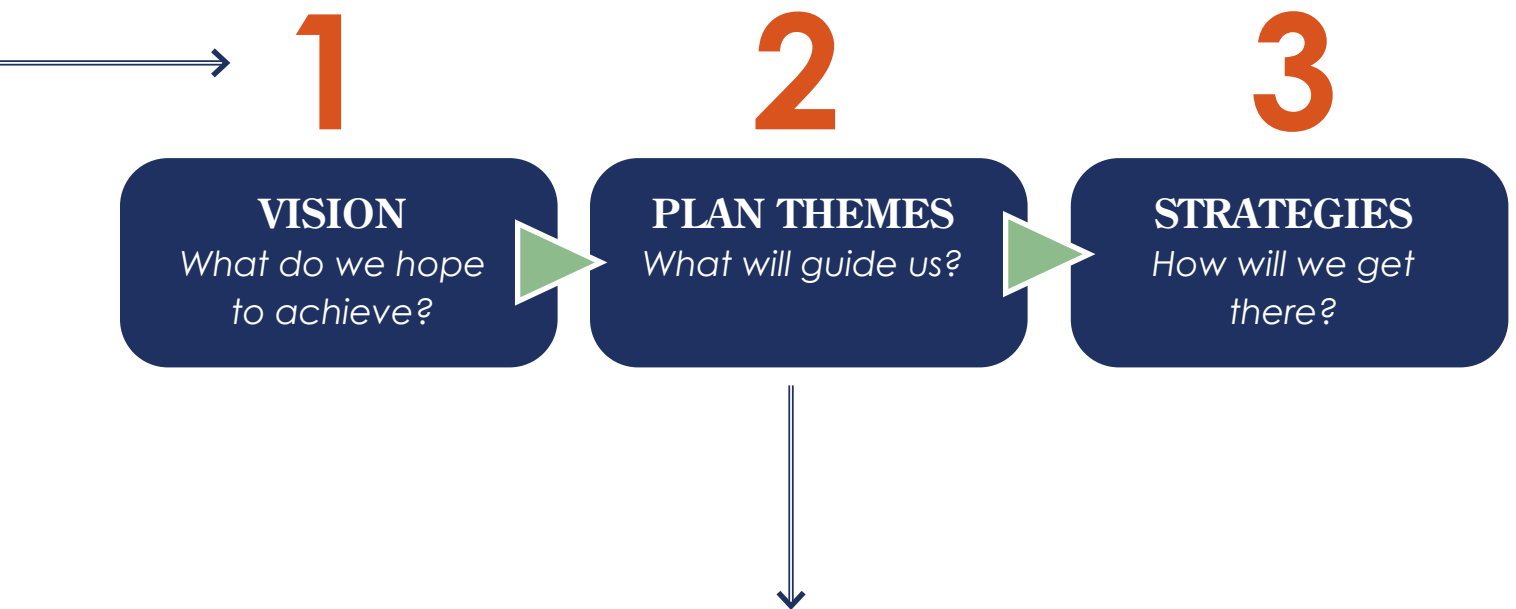


→ DRIVERS AND TRENDS

Provides the demographic profile of the City, and existing transportation, and population trends and identifies key takeaways.

→ IMPLEMENTATION MATRIX

Provides the demographic profile of the City, existing transportation and population trends, and identifies key takeaways.



*Strategies are not in any order of prioritization.



THEMES





TRANSPORTATION

We value a connected community with great access to recreation and open spaces and a variety of transportation options for visitors, workforce, and residents.

FOCUS AREAS

- T1. Data Backed Decision Making
- T2. Transit Improvements
- T3. Traffic Management
- T4. Parking
- T5. Preserve Park City's Small-Town Feel

- T6. Walkable and Bikeable Neighborhoods
- T7. Special Events
- T8. Emergency Planning
- T9. Innovation and Technology

TRANSPORTATION

INTRODUCTION

The results of the Statistically Valid Survey indicate that 71% of Park City residents find traffic and congestion to be Park City's biggest challenge. Residents indicated that prioritizing walkability and pedestrians is a top priority over the next five to ten years. A capture lot system for workers and visitors was the second most popular transportation option for respondents. Improving transit and easing congestion without impacting the small-town feel and open space that define Park City were also common themes.

In 2023, the leading non-interstate volumes in Park City occur along SR-224 (31,500 vehicles per day), SR-248 (21,000 vehicles per day), and Deer Valley Drive (19,500 vehicles per day). Congestion will largely be focused on the major routes in and out of Park City, as well as important routes within the City like Bonanza Drive and Park Avenue. Smaller, local roads will likely be less impacted. In 2023, of the 13,461 people that were employed within Park City, 87.4% lived outside of the City, meaning that the majority of the people who work in Park City live outside of the City and must commute to work from elsewhere. Overall, the City has a net inflow of commuters, with more people coming to the City to work than leaving the City to work. By 2050, SR-224 is expected to grow in traffic volumes by 5% to 33,000 vehicles, Deer Valley Drive by 10% to 21,500 vehicles, and SR-248 by 66% to 35,000 vehicles per day.

The Transportation Plan Theme provides an opportunity to address this key community priority. This Plan Theme focuses on ways to increase transit and mobility focused improvements while preserving Park City's small town feel. A key priority for these actions and strategies is to find solutions that will not require widening of existing roadways. Solutions to traffic and congestion are complex, and the community has indicated support for measures that would enable multi-modal improvements over improvements for individual cars. While the community prioritizes limitation of expansion of roads, there may be innovative solutions in the future that could be best implemented with some additional space. For this reason, this plan is clear that if lane widening is ever considered in the future, it must only be used to provide multi-modal improvements and should not be used to increase car driving lanes.

RECOMMENDATIONS

* Potential actions for each strategy are in the Implementation Matrix in the Appendix.

T1

DATA BACKED DECISION MAKING

Park City will collect and analyze transportation data.

STRATEGY 1A

Regularly evaluate the community's unique traffic and peak day patterns to inform transportation planning and measure mitigation strategies.

T2

TRANSIT IMPROVEMENTS

Park City will prioritize an efficient and effective transit system that provides convenient, predictable, and reliable connections for visitors, the workforce, and residents.

STRATEGY 2A

Advance high-capacity transit on the SR-224 and SR-248 corridors in coordination with High Valley Transit and the Utah Department of Transportation (UDOT) to serve as the primary transit spines connecting regional capture lots to key destinations.

STRATEGY 2B

Build on the Short-Range Transit Plan and Park City Forward to expand the transit network, increase transit frequency, and improve regional connections.

STRATEGY 2C

Develop a network of internal mobility hubs as shown in the Node Types Map, with supportive infrastructure to enhance first- and last-mile connections.

T3

TRAFFIC MANAGEMENT

Park City will enhance transit, walking, biking, and other active travel modes and utilize dynamic travel demand methods to ease vehicular congestion without expanding roads.

STRATEGY 3A

Evaluate long-term feasibility and effectiveness of congestion pricing and/or flex-lanes.

STRATEGY 3B

Prioritize pricing, mode shift, and land use policy, instead of road widening, to manage congestion.



T3

STRATEGY 3C

Deploy smart traffic management tools to inform dynamic operations and user guidance, with the City in a leading role and private sector partners in a supporting role.

STRATEGY 3D

Strengthen policies that reduce reliance on single-occupancy vehicles by requiring and incentivizing multimodal transportation through planning, development, and transportation initiatives.

STRATEGY 3E

Reduce wildlife-vehicle collisions.

T4

PARKING

Park City will prioritize parking access for non-single occupancy vehicle modes to support the existing character.

STRATEGY 4A

Use parking pricing and policy updates to support mode shift goals, reduce vehicle congestion, and prioritize access for residents and high-occupancy travel.

STRATEGY 4B

Regularly evaluate bike parking requirements and bike charging infrastructure regulations for new development and incentives for improvements to existing bike parking.

T5

PRESERVE PARK CITY'S SMALL TOWN FEEL

Park City will manage vehicular traffic and elevate pedestrian and bicyclist safety to preserve neighborhoods.

STRATEGY 5A

Implement Main Street circulation improvements to enhance safety and efficiency in Old Town and support a more walkable, less car-dependent downtown.

STRATEGY 5B

Continue to expand and implement traffic calming initiatives through the Neighborhoods First Streets Program.

T6

WALKABLE AND BIKEABLE NEIGHBORHOODS

Park City will enhance the safety and comfort of active transportation facilities to promote wider adoption.

STRATEGY 6A

Build out the high-comfort active transportation network by implementing priority segments of the 2024 Bike and Pedestrian Plan.

STRATEGY 6B

Support winter access and maintenance to ensure year-round multimodal access.

STRATEGY 6C

Improve crossings and reduce barriers to ensure safety and accessibility on key corridors.

T7

SPECIAL EVENTS

Park City will be forward-thinking in transportation investments that can accommodate unique uses without overbuilding.

STRATEGY 7A

Collaborate internally and with regional partners to prepare for the 2034 Olympic Games while ensuring that Games-related investments remain a valuable legacy for Park City long into the future.

STRATEGY 7B

Evaluate today's opportunities and barriers to providing remote parking, managed access zones, and event-specific transit service.





T8

EMERGENCY PLANNING

Park City will evolve their emergency planning as conditions change.

STRATEGY 8A

Update evacuation plans and public communication protocols to ensure emergency plans remain current, known to the public, and well-linked to transportation needs.

T9

INNOVATION AND TECHNOLOGY

Park City will explore emerging trends to address evolving community needs.

STRATEGY 9A

Explore and evaluate new technologies to enable innovation in transportation.



COMMUNITY CHARACTER

We value our unique community, quality of life, and authentic character. We support a variety of options that create housing opportunities for all groups within the community. We preserve our historic districts and cultural elements and celebrate the history of Park City.

FOCUS AREAS

C1. Small Town Feel

C2. Sense of Community

C3. Land Use Growth

C4. Technology

C5. Historic Preservation

COMMUNITY CHARACTER

INTRODUCTION

Preserving Park City's small-town feel and the natural setting are key goals of this plan aligning land use recommendations with transportation strategies through infill development identified in the Nodes Type Map, both for residential and mixed-use projects, and creating walkable neighborhoods with access to basic services.

The preservation of historic structures, open spaces, view corridors, and cultural landscapes also defines Park City's sense of place and character. Park City's historic resources include commercial, residential, and mining structures/sites:

- 400+ Landmark & Significant Sites on Park City's Historic Sites Inventory
- 85+ Sites on the National Register of Historic Places
- 12 Mining Sites with 50+ Resources
- 3 District/Multiple Property Designations on the National Register of Historic Places
 - » Main Street Historic District (listed in 1979)
 - » Mining Boom Era Residences (Thematic District/ Multiple Property Listing; listed in 1984)
 - » Historic Mining Resources (Multiple Property Listing; listed in 2023)

Therefore, Park City will continue to protect and celebrate its historic resources from four historic eras:

- Settlement and Mining Boom Era [1868 – 1893]
- Mature Mining Era [1894 – 1930]
- Mining Decline and Emergence of Recreation Industry [1931 – 1962]
- Recreation and Resort Industry Establishment [1963 – 1982]

RECOMMENDATIONS

* Potential actions for each strategy are in the Implementation Matrix in the Appendix.

C1

SMALL TOWN FEEL

Park City will maintain its small town feel and mountain community character.

STRATEGY 1A

Maintain existing road network and prioritize limiting road width expansions for additional travel lanes.

STRATEGY 1B

Support and ensure the year-round and long-term resilience of the Park City economy.

STRATEGY 1C

Encourage small scale compatible commercial infill.

STRATEGY 1D

Increase Park City's walkability through an improved pedestrian friendly environment.

STRATEGY 1E

Support the continued success of the multi-seasonal tourism economy while preserving the community character.

STRATEGY 1F

Prioritize high quality design in new developments and redevelopment that respects the existing scale, style, and massing of buildings.

STRATEGY 1G

Create a comprehensive plan for City properties and rights-of-ways to evaluate areas that need improvement in preparation of the 2034 Olympics and beyond.

C2

SENSE OF COMMUNITY

Park City will make sure its residents have sense of belonging and are provided with places and opportunities to gather and interact.

STRATEGY 2A

Protect Park City's character and unique sense of place.

STRATEGY 2B

Strengthen existing neighborhoods through context-sensitive design requirements and creation of gathering places.



C2

STRATEGY 2C

Strive for equity and plan for all groups within the community.

STRATEGY 2D

Provide easy access to trails and recreation opportunities.

STRATEGY 2E

Continue to support Arts & Culture and incorporate it into the public realm.

STRATEGY 2F

Update review criteria in the Land Management Code to ensure issues of public safety are adequately addressed through site design.

C3

LAND USE & GROWTH

Park City will plan for future growth while protecting open spaces and its current scale.

STRATEGY 3A

Protect open space, discourage sprawl, and direct growth inward.

STRATEGY 3B

Create walkable mixed-use nodes identified in the Nodes Type Map that can accommodate new growth, while providing access to services, retail, and transit.

STRATEGY 3C

Evaluate potential station area planning around future transit nodes.

STRATEGY 3D

Encourage infill development and enable a variety of housing typologies that provide a diverse mix and respond to the needs of various demographic and socioeconomic groups.

C4

TECHNOLOGY

Park City will analyze options to incorporate technology to improve quality of life and overall communications.

STRATEGY 4A

Integrate smart city infrastructure and technology that supports quality of life.



C5

HISTORIC PRESERVATION

Park City will protect, preserve, enhance, and celebrate the historic character of the community.

STRATEGY 5A

Develop a clear understanding of the ski era resources in Park City.

STRATEGY 5B

Confirm the key resources and sites related to Park City's Olympic host legacy.

STRATEGY 5C

Document and monitor Mining Era resources, especially in Park City's residential and business districts, which provide the foundation of Park City's historic resources and character.

STRATEGY 5D

Recognize preservation projects, share success stories to inspire future efforts, and provide technical resources to property owners.

STRATEGY 5E

Provide access to historic preservation best practices, recognizing the range and diversity of Park City's historic resources.

STRATEGY 5F

Educate the community and visitors about the history and evolution of Park City.

STRATEGY 5G

Collaborate with the Park City Museum, Utah Historical Society, and other partners to help tell the story of less well-known aspects of Park City's history.

STRATEGY 5H

Support the adaptive re-use of historic buildings through a variety of incentives.

STRATEGY 5I

Establish a range of options to incentivize the preservation of the documented historic resources associated with the ski era.

STRATEGY 5J

Foster collaborative efforts to preserve, protect, and promote Park City's historic resources.

STRATEGY 5K

Proactively work to protect the historic mining sites and structures from both physical and environmental damage.

C5



STRATEGY 5L

Explore opportunities to integrate historic preservation with other initiatives, such as sustainability, workforce housing, arts/culture, and recreation/trails/open space.

STRATEGY 5M

Proactively work to protect Old Town's historic resources from wildfire damage.

STRATEGY 5N

Support the integration into Park City's older and historic neighborhoods of small-scale mixed-use components near existing clusters of commercial or mixed-use to discourage sprawl and support walkable neighborhoods.

STRATEGY 5O

Regularly assess and evaluate the Regulations for Historic Districts and Historic Sites in the Land Management Code (LMC) for consistency and potential modifications that further preservation efforts while supporting a degree of flexibility.

STRATEGY 5P

Periodically review newly constructed infill projects for suitability and compatibility of infill development within the Historic Districts.

STRATEGY 5Q

Support the activation of Main Street, promoting and strengthening this area as the vibrant historic core of Park City.

STRATEGY 5R

Support efforts for a multi-modal, pedestrian-friendly environment along Main Street and within Old Town.



MODERATE INCOME HOUSING

We will provide housing options for various groups, including workforce, seniors, and first-time home buyers.

FOCUS AREAS

H1. Variety of Housing Options

H2. Workforce Housing

MODERATE INCOME HOUSING

INTRODUCTION

Like many mountain communities in the West, Park City has seen an increase in housing costs over the past few decades, along with a shortage of options that meet the needs of diverse groups such as first-time homebuyers, older residents, and local workers.

Throughout the General Plan engagement process, including as part of the statistically valid survey, the community has identified affordability and equity as top priorities, focusing especially on seasonal and workforce housing, attainable housing, and affordable housing. With a significant number of people commuting into Park City each day, expanding affordable and workforce housing within city limits will help improve traffic and congestion, and reduce daily commutes.

The City has adopted a Moderate Income Housing Plan, as required by the State of Utah. The Strategies and Actions included in the General Plan are intended to support the city's Housing Plan and does not duplicate those efforts. Instead, the General Plan focuses on ways to support context-appropriate housing development and integration with transportation improvements as part of the Node Map.

RECOMMENDATIONS

** Potential actions for each strategy are in the Implementation Matrix in the Appendix.*



H1

VARIETY OF HOUSING OPTIONS

Park City will incentivize housing options for all residents.

STRATEGY 1A

Provide a range of housing options at varying price levels that address a tiered approach (affordable, attainable) to provide diverse housing options for all ages and groups of the population.

H2

WORKFORCE HOUSING

Park City will prioritize housing for 15% of the total workforce within the City boundary.

STRATEGY 2A

Facilitate workforce housing in the City and increase incentives for employment centers to incorporate workforce housing in new developments.



WATER & OPEN SPACE PRESERVATION

We protect our resources and plan for future generations, natural hazards, and climate change. We preserve our open and natural lands and create a green buffer around Park City.

FOCUS AREAS

W1. Water Preservation

W2. Open Space Conservation

W3. Sensitive Lands

WATER & OPEN SPACE PRESERVATION

INTRODUCTION

Preservation of open spaces and water resources is a key priority in the mountain-west and especially for the Park City community. Park City encompasses a diverse range of sensitive land areas, including wildlife corridors, waterways, and historic mining soils, all of which are crucial to protect and conserve for current and future generations. These areas not only support local biodiversity and ecological health but also define the unique character of Park City.

Throughout the General Plan process, public feedback consistently underscored the significance of safeguarding Park City's natural environment and open spaces. The protection of the natural setting emerged as one of the top five community values, demonstrating broad public consensus around the importance of environmental stewardship and the preservation of Park City's distinct landscape.

The General Plan is structured to provide clear opportunities for protecting existing water resources, addressing habitat fragmentation, and supporting the remediation of soils impacted by historic mining. This plan theme is designed to strengthen Park City's resiliency by implementing targeted strategies for water conservation, sensitive land protection, and the ongoing preservation of natural environments.

** Potential actions for each strategy are in the Implementation Matrix in the Appendix.*

RECOMMENDATIONS

W1

WATER PRESERVATION

Park City will support initiatives that result in water reduction and efficiency through collaboration, regulation, and continued water conservation.

STRATEGY 1A

Reduce water demand and protect water supply through collaboration, education, and technology

STRATEGY 1B

Protect and improve water quality through a holistic and collaborative approach.

STRATEGY 1C

Maintain water infrastructure in a state of good repair.

W2

OPEN SPACE CONSERVATION

Park City will implement plans and policies to protect and restore natural environments.

STRATEGY 2A

Protect and enhance natural environments for current and future generations through managing use, preventing degradation of environments, maintaining or improving ecological functions and biodiversity, and protecting existing natural areas from development.

STRATEGY 2B

Continue conservation efforts to increase the land preserved as open space.

STRATEGY 2C

Support efforts that maintain, add, and/or enhance natural features within urbanized areas of Park City to reduce heat island effect and improve access to green space for residents and visitors.

W3

SENSITIVE LANDS

Park City will maintain natural ecosystems that support wildlife health.

STRATEGY 3A

Support the maintenance and preservation of sensitive lands, including wildlife corridors.

STRATEGY 3B

Collaborate with surrounding local governments, conservation organizations, and community members to ensure that sensitive land considerations are integrated into regional planning efforts.

STRATEGY 3C

Promote human health in areas affected by historic mining through comprehensive restoration programs.





SUSTAINABILITY

We value our natural environment and preserve and protect natural areas.

FOCUS AREAS

S1. Environmental Leadership

S2. Wildfires

S3. Waste Reduction

S4. Energy Efficiency

SUSTAINABILITY

INTRODUCTION

Community feedback gathered throughout the General Plan process clearly reflected a strong commitment to environmental preservation and proactive planning. The protection of natural open spaces emerged as the highest priority for the next five years, while wildfire mitigation was identified as a critical concern to address over the next decade. Other key issues raised included trailhead parking, neighborhood impacts, and trail development, highlighting the community's desire for thoughtful growth that balances recreation with preservation.

This input underscores Park City's dedication to conservation, climate resilience, and sustainable development. In alignment with these values, the City has established a goal of achieving community-wide net-zero carbon emissions by 2032. The General Plan outlines strategic approaches to support this goal, focusing on environmental leadership, energy efficiency, wildfire mitigation, and waste reduction.

Preferred strategies include implementing water-efficient landscaping, enhancing wildfire resilience, and offering incentives for residents and businesses to adopt sustainable practices. This theme of the Plan envisions Park City not only as a livable and environmentally conscious community but also as a leader in sustainability among peer cities, driven by both citywide initiatives and individual actions.

RECOMMENDATIONS

* Potential actions for each strategy are in the Implementation Matrix in the Appendix.

S1

ENVIRONMENTAL LEADERSHIP

Park City leads efforts for environmental sustainability through programs, collaboration, partnerships, and training.

STRATEGY 1A

Develop Sustainability Education and Campaign to increase awareness of existing opportunities related to energy efficiency, renewable generation, indoor air quality, and electrification measures.

STRATEGY 1B

Develop sustainability programs to meet Park City's sustainability goals of full carbon neutrality by 2030 and 80 percent GHG reduction by 2050.

STRATEGY 1C

Develop a Climate Action and Resilience Plan and implement actions to further establish climate action efforts and environmental stewardship.

STRATEGY 1D

Coordinate with community groups, businesses, and resorts to establish and implement environmental standards and practices that promote sustainable tourism.

STRATEGY 1E

Promote soil health through comprehensive soil remediation actions and monitoring programs.

STRATEGY 1F

Maintain an overarching consideration of fair and positive conditions through the implementation of all recommendations that tie to the community's values.

S2

WILDFIRES

Park City works proactively to reduce wildfire risk and support emergency efforts.

STRATEGY 2A

Collaborate interdepartmentally to implement actions, protocols, and policies and regularly update wildfire hazard plans and risk assessment.

STRATEGY 2B

Develop programmatic approaches to assess wildfire risk on a more individualized basis and thoughtfully target spot mitigation improvements.



S3

WASTE REDUCTION

Park City works to reduce its environmental footprint by reducing, reusing, and recycling.

STRATEGY 3A

Establish waste reduction and diversion actions.

S4

ENERGY EFFICIENCY

Park City works to achieve net zero energy emissions through policy, technology, and action.

STRATEGY 4A

Prioritize policies that support next steps in achieving energy use reduction, adoption of renewable electricity, and future carbon neutrality.

STRATEGY 4B

Explore modifications to transportation policies that incentivize or require more efficient operations.



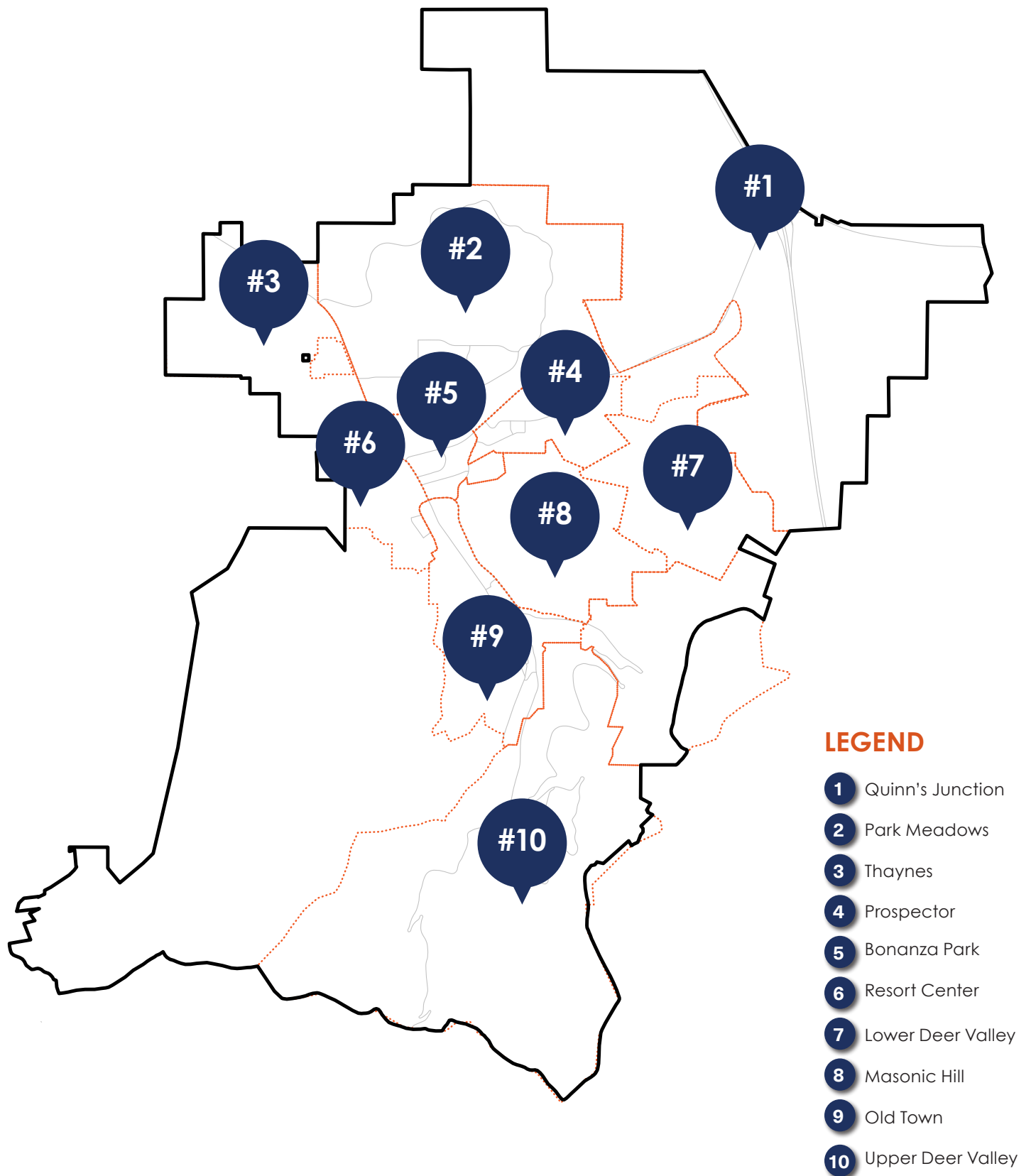
3

NEIGHBORHOOD



D PLANS

NEIGHBORHOOD PLANS



KEY TERMS

- **OCCUPANCY**

1. **Owner-Occupied:** A housing unit is owner-occupied if the owner or co-owner lives in the unit even if it is mortgaged or not fully paid for.
2. **Renter-Occupied:** All occupied housing units that are not owner occupied, whether they are rented or occupied without payment of rent, are classified as renter-occupied units.
3. **Vacant Units:** A vacant housing unit is classified as no one living in the dwelling, or units temporarily occupied by people who usually live elsewhere (like those renting a vacation home). Census data breaks down vacant units into various categories, such as for rent, for sale, and seasonal/recreational/occasional use.

- **DAYTIME POPULATION:** The estimated number of people present in a geographic area during typical business hours (9 a.m. to 5 p.m.), consisting of inbound commuters (workforce and visitors). This figure helps assess demand for services and infrastructure throughout the day.
- **NIGHTLY RENTALS:** A nightly rental, also known as a short-term or vacation rental, refers to a dwelling unit rented out for less than 30 days.



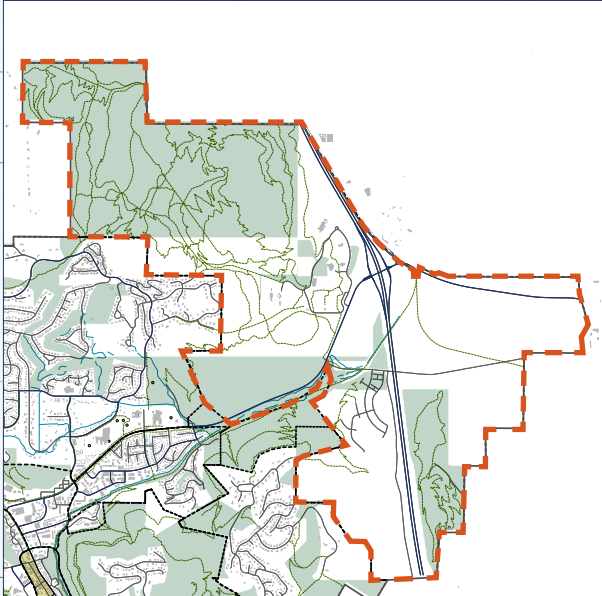
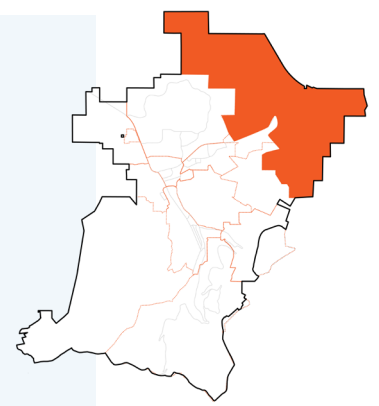
View of the City

QUINN’S JUNCTION

NEIGHBORHOOD SNAPSHOT

Total Acres: 2209 Acres	Vacant Lots: 34
Population: 374	Average Density: 0.25 per acre
Occupancy:	Daytime Population:
59.4% Owner Occupied	865
12.4% Renter Occupied	
28.2% Vacant Units (Short-term Rentals/ Second Homes)	
Nightly Rentals: Prohibited in Park City Heights and allowed in the market-rate Studio Crossing units.	
Affordable Housing:	
Park City Heights – 79 units	
Peace House – 22 units	
Studio Crossing – 208 units (under construction)	
Sub-neighborhoods:	
Park City Recreation Complex, National Ability Center, Park City Medical Campus, Studio Crossing, Park City Film Studio, Park City Heights	

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Quinn's Junction



Quinn's Junction

RECOMMENDATIONS

CREATE A SENSE OF PLACE

- *Preserve and define the eastern entry corridor identity.*
- *Mitigate the visibility of surface parking lots along the eastern entry corridor.*
- *Consider compatibility in uses along the boundary with Summit County developments, while distinguishing Park City's entry corridor.*
- *Encourage community gathering spaces and events.*
- *Strengthen the neighborhood with pedestrian and cyclist connections between disparate land uses.*
- *Establish design guidelines to unify the look and feel of new development in the neighborhood.*
- *Enforce nightly rental restrictions in Park City Heights.*

PROPOSE CONTEXT-APPROPRIATE INFILL

- *Quinn's Mixed-Use Node: Explore compatible infill with locally-serving retail, services, office, medium density housing, and workforce housing.*
- *Institutional Node: Support the Park City Medical Campus and Recreation Facilities through potential limited and compatible infill for employee housing and basic services to promote a more self-sustaining and less car-dependent area.*

IMPROVE TRANSPORTATION NETWORK AND OPTIONS

- *Quinn's Mobility Hub: Create a convenient and intuitive capture lot for transit connections that align with Re-Create 248 transit improvements. Integrate multiple transportation modes including transit, carpooling, and bicycle connections to reduce cars driving into town. Allow for services that support and enhance the transit ridership experience like retail and child care.*
- *Mitigate traffic associated with the Park City School Campus and peak-hour traffic.*
- *Improve north-south trail and open space connectivity across S.R. 248 with pedestrian and bike upgrades.*
- *Enhance trails from Park City Heights to Richardson Flat, including safe street crossings.*



PARK MEADOWS

NEIGHBORHOOD SNAPSHOT

Total Acres: 1555 Acres	Vacant Lots: 31
Population: 2487	Average Density: 0.95 per acre
Occupancy: 58.9% Owner Occupied 10.9% Renter Occupied 30.2% Vacant Units (Short-term Rentals/ Second Homes)	Daytime Population: 953
Historic Sites: 2245 Monitor Drive 2414 Monitor Drive	Parks: Creekside Park

Nightly Rentals: Prohibited in areas zoned Single Family. Allowed in the areas zoned Residential Development and Residential Medium Density except for Fairway Meadows, Meadows Estate, and West Ridge.

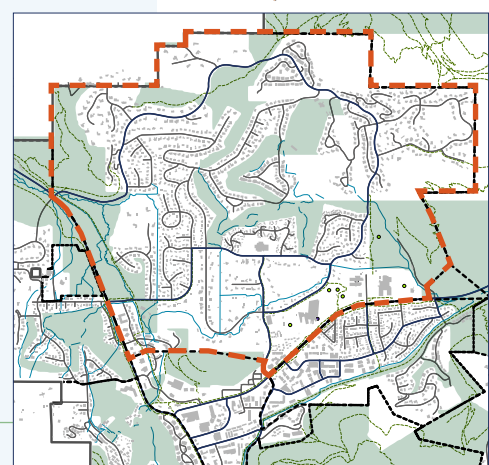
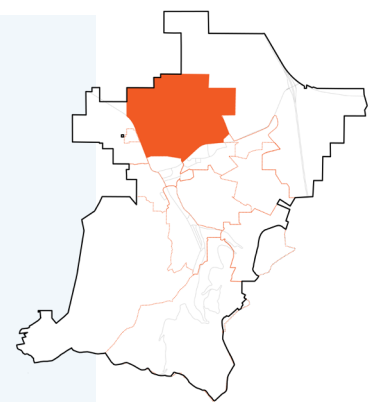
Affordable Housing:
Parkside Apartments – 42 units
Holiday Village – 80 units
In 2023, the City approved the Holiday Village and Parkside Apartments (HOPA) redevelopment proposed by Mountainlands Community Housing Trust to increase the affordable units from 122 to 317.

- Neighborhood Icons:**
- Eccles Center
 - Park City Municipal Athletic & Recreation Center
 - Park Meadows Golf Club
 - Park City School District Campus

Sub-neighborhoods:

Boothill Condominiums, Broken Spoke, Cove at Eagle Mountain, Eagle Pointe, Fairway Hills, Fairway Meadows, Fairway Village, Finnegans Bluff, Four Lakes Village, Gleneagles, Holiday Ranchettes, Lakeview Cottages, Meadow Estates, McLeod Creek, Park Meadows, Parkview, Racquet Club Village, Risner Ridge, Saddle Condominiums, Sandstone Cove, West Ridge, Willow Ranch, Windrift Condominiums.

*Source: 2024 ESRI Business Analyst Report, 2014 General Plan



Park Meadows

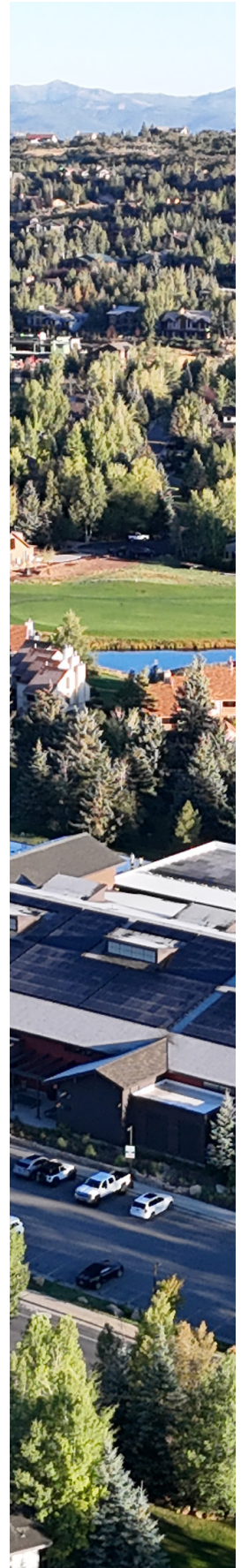
RECOMMENDATIONS

IMPROVE CONNECTIVITY

- Implement traffic calming measures to slow vehicles and discourage through traffic.
- Install traffic signage to improve safety for children and wildlife.
- Improve sidewalk and multi-modal connections, and snow clearing in winter.
- Increase transit frequency – especially to connect residents to the resorts.
- Evaluate opportunities to connect residents to transit who are not proximate to a transit stop, including a potential neighborhood circulator or limited residential parking areas near transit stops.
- Establish new outdoor gathering spaces for residents.

PRESERVE NEIGHBORHOOD CHARACTER

- Preserve open spaces and wildlife habitats.
- Enforce designated trailhead parking to mitigate trail user parking in residential areas.
- Preserve a buffer between commercial clusters and the Park City School District Campus and residential areas.
- Partner with the Park City School District to improve circulation and traffic flow during peak times and to mitigate impacts on residential areas.
- Update home occupation regulations to protect the residential quality of life.
- For those areas within the neighborhood where nightly rentals are allowed, enforce regulations, including occupancy limitations, noise, trash, and parking. Evaluate potential prohibition of nightly rentals where allowed in primary resident areas.
- Mitigate outdoor pickleball in residential areas while allowing outdoor pickleball in recreation and commercial clusters.
- Update land use regulations to ensure compatibility as existing homes are demolished for the construction of new homes.
- Enforce the dark sky code and incentivize retroactive dark sky compliant lighting. Reevaluate seasonal lighting allowances.
- Encourage defensible space for wildfire protection and coordinate with homeowner associations on management of vegetation within common areas.

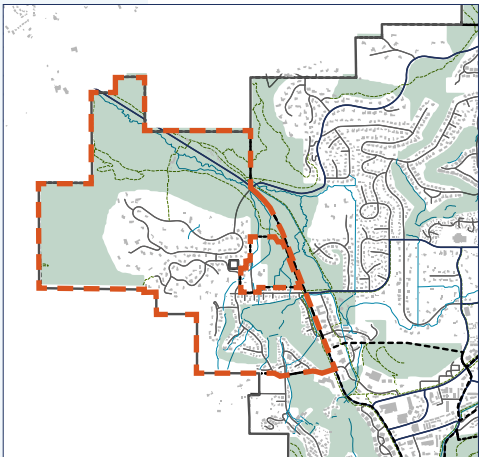
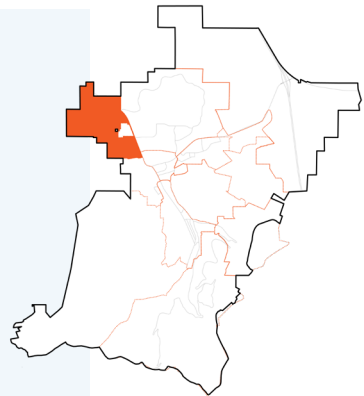


THAYNES

NEIGHBORHOOD SNAPSHOT

Total Acres: 660 Acres	Vacant Lots: 21
Population: 338	Average Density: 0.34 per acre
Occupancy: 57.5% Owner Occupied 10.5% Renter Occupied 32% Vacant Units (Short-term Rentals/ Second Homes)	Daytime Population: 130
Historic Sites: McPolin Barn	Parks: Rotary Park
Nightly Rentals: Prohibited	
Affordable Housing: None	
Neighborhood Icons: McPolin Farm, Park City Golf Course North of Thaynes Canyon Drive	
Sub-neighborhoods: Aspen Springs, Iron Canyon, Thaynes Canyon, Thaynes Creek Ranch Estates	

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Thaynes



Thaynes



McPolin Barn

RECOMMENDATIONS

PRESERVE THE MCPOLIN BARN ENTRY CORRIDOR

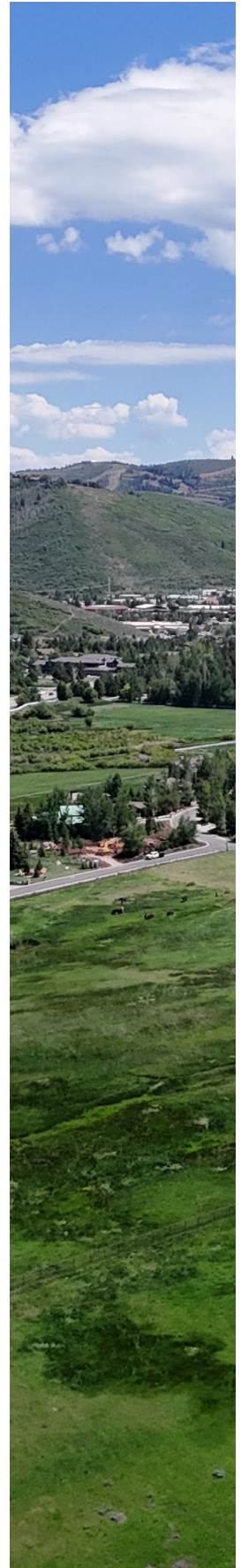
- *Protect open space acreage along the entry corridor.*
- *Maintain the 250-foot Entry Corridor Protection Overlay setback along S.R. 224 to preserve Park City's mountain character and sweeping views.*
- *Uphold the platted restrictions limiting disturbance areas within residential lots.*
- *Update vantage points for context sensitive infill within the residential neighborhood.*
- *Implement comprehensive wildfire mitigation through targeted strategies in coordination with homeowner associations.*

INCREASE CONNECTIONS

- *Provide wildlife and pedestrian crossings for the open space corridors bisected by S.R. 224.*
- *Improve amenities and resident and pedestrian connections to transit stops along S.R. 224.*
- *Connect the pedestrian and bicyclist network within the residential areas.*

RETAIN THE PRIMARY RESIDENT NEIGHBORHOOD CHARACTER

- *Implement traffic calming measures to discourage speeding and through traffic.*
- *Designate and enforce trailhead parking to mitigate impacts in residential areas.*
- *Evaluate parking updates for Rotary Park to mitigate impacts in residential areas.*
- *Uphold the nightly rental prohibition.*



PROSPECTOR

NEIGHBORHOOD SNAPSHOT

Total Acres: 255 Acres	Vacant Lots: 31
Population: 1590	Average Density: 0.95 per acre
Occupancy: 23.7% Owner Occupied 32.6% Renter Occupied 43.6% Vacant Units (Short-term Rentals/ Second Homes)	Daytime Population: 1914
Historic Sites: 2465 Doc Holiday Drive	Parks: Prospector Park
Nightly Rentals: Prohibited in Prospector Park and Chatham Crossing Subdivisions.	
Affordable Housing: Aspen Villas – 88 units Carriage House – 1 unit Central Park City Condos – 11 units Prospector Square – 23 units Silver Meadows Estates – 49 units	
Neighborhood Icons: Rail Trail Silver Creek	
Sub-neighborhoods: Canyon Crossing, Chatham Crossing, Fenchurch Condos, Prospector Park, Prospector Square, Prospector Village, Silver Meadows Estates	

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Prospector

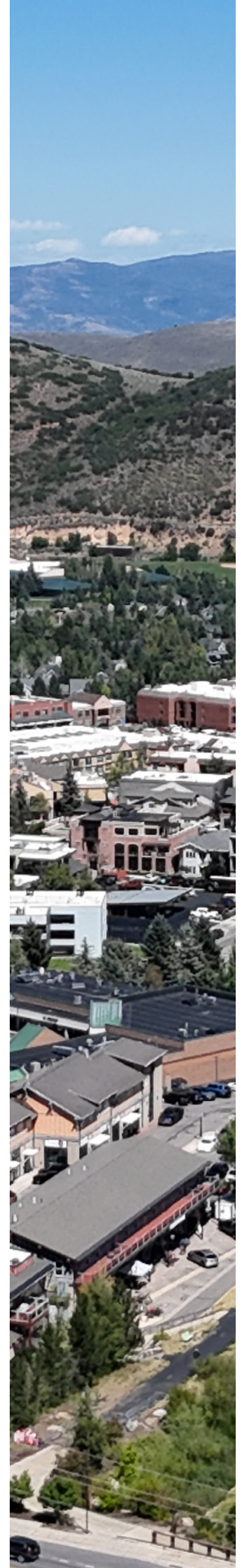
RECOMMENDATIONS

SUPPORT A VIBRANT COMMERCIAL DISTRICT

- *Develop an area plan emphasizing better connectivity, business growth, and neighborhood preservation.*
- *Partner with Prospector Square businesses to ensure functional and vibrant commercial pedestrian walkways and activated outdoor areas.*
- *Consider residential infill in commercial areas to allow a mix of uses.*
- *Enhance a sense of place through beautification of rights-of-way and strategic neighborhood improvements.*
- *Improve connectivity between Prospector and adjacent neighborhoods, especially for pedestrians and bicyclists.*
- *Optimize shared parking, managing fleet vehicle parking, within Prospector Square to efficiently support businesses and residents.*
- *Continue transit frequency and improve bus stops amenities.*
- *Encourage defensible space for wildfire protection and coordinate with homeowner associations on management of vegetation within common areas.*

PRESERVE RESIDENTIAL NEIGHBORHOOD CHARACTER

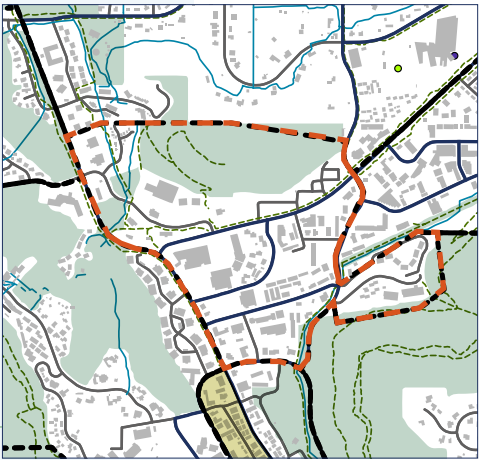
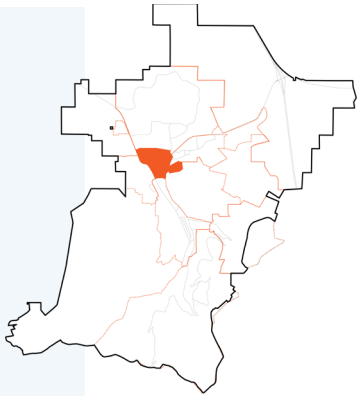
- *Mitigate traffic during peak times, especially along Kearns Boulevard.*
- *Implement traffic calming measures to slow vehicles and discourage through traffic in residential areas. Consider potential roundabouts to improve traffic flow.*
- *Designate and enforce trailhead parking to mitigate trail users parking in commercial and residential areas.*
- *Maintain and preserve open space south of the Rail Trail and east of the neighborhood.*
- *Enforce nightly rental regulations, including occupancy limitations, parking, trash, noise, etc. in areas where they are allowed to protect the residential quality of life.*



BONANZA PARK

NEIGHBORHOOD SNAPSHOT

Total Acres: 200 Acres	Vacant Lot: 1
Population: 729	Average Density: 1.15 per acre
Occupancy: 38.0% Owner Occupied 41.9% Renter Occupied 20.1% Vacant Units (Short-term Rentals, Second Homes)	Daytime Population: 1265
Historic Feature: In the 1940s, the Daughters of Utah Pioneers installed a memorial commemorating the settlers of Park City along the south of Kearns Boulevard near the Park Avenue intersection. The old town hall bell was later added to the site.	Parks: Olympic Park Welcome Plaza
Nightly Rentals: Allowed in the General Commercial and Light Industrial Zones.	
Affordable Housing Snow Creek Cottages – 13 units Rail Central – 24 units Claimjumper Condos – 1 unit 1616 Short Line Drive (Transit Housing) – 13 units Ironhorse and Fireside – 94 units EngineHouse, a public-private development, will deliver 99 deed restricted units targeting 60% AML.	
Neighborhood Icons: Cemetery Rail Trail	
Sub-neighborhoods Claimjumper Condos, Homestake Condos, Fireside Condos, Ironhorse Apartments, Snow Creek Cottages	



Bonanza Park

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*

RECOMMENDATIONS

IN 2024, THE CITY ADOPTED THE BONANZA PARK SMALL AREA PLAN, ESTABLISHING SIX GOALS FOR THE NEIGHBORHOOD

- *Mixed Use: Create a mixed-use neighborhood with livability in mind.*
- *Local: Support locally-owned businesses and entrepreneurship.*
- *User-Friendly: Create a safe and intuitive network for pedestrians, cyclists, and transit users.*
- *Inclusive: Expand the availability of affordable and workforce housing units.*
- *Green: Create a more welcoming and sustainable community.*
- *Cultural: Weave arts and culture into the community fabric.*

CREATE A NEW BONANZA PARK MIXED-USE DISTRICT

- *Make critical connections for pedestrians and bicyclists throughout the neighborhood.*
- *Create vibrant streetscapes through vertical zoning with active uses on the storefront level, and residential, and office uses on the upper stories.*
- *Require high quality and pedestrian-oriented design that is walkable with community green spaces connected throughout.*
- *Support multi-modal transportation , reduce parking, and require transportation demand management plans for new developments to increase transit ridership and reduce traffic.*
- *Allow for up to four stories outside of the Frontage Protection Zone when project enhancements that benefit the community are provided like affordable and attainable housing.*



RESORT CENTER

NEIGHBORHOOD SNAPSHOT

Total Acres: 265 Acres

Vacant Lots: 5 with the anticipated redevelopment of the Park City Mountain parking lots.

Population:

- 221 (full-time residents)
- 5850 (average daily visitors/employees)
- 1800 (off-peak season daily visitors/employees)
- 17,000 (peak season daily visitors/employees)
- 13,000 (Average peak season daily visitors/employees)

Occupancy:

- 9.6% Owner Occupied
- 3.3% Renter Occupied
- 78.1% Vacant Units (Short-term Rentals, Second Homes)

Average Density: 3.45 per acre

Historic Sites:

- Silver King Consolidated Spiro Tunnel Complex
- 1895 Three Kings Drive
- 175 Snows Lane
- 205 Snows Lane

Affordable Housing:

- Silver Star- 20 units

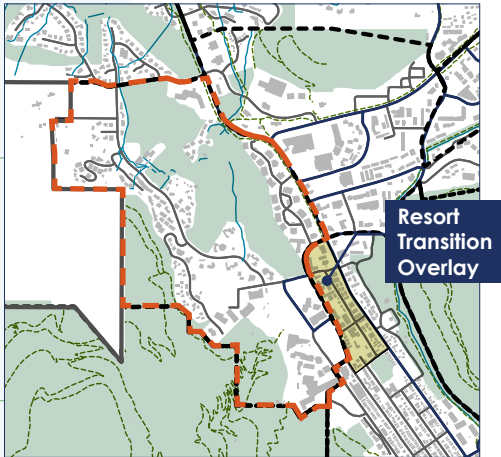
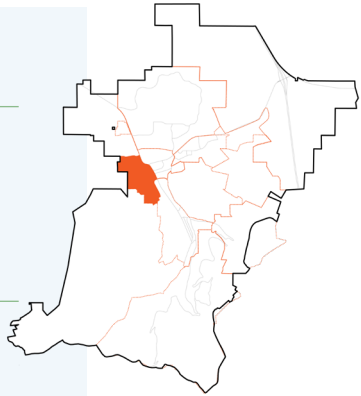
Neighborhood Icons:

- Glenwood Cemetery, Park City Golf Course, Park City Mountain Resort, Three Kings Water Treatment Plant, White Pine Touring Company, Silver King Mine

Sub-neighborhoods:

- Park Avenue Condos, Payday Condos, Hotel Park City, Rothwell Subdivision, Silver King Condos, Shadow Ridge Condos, Silver Star, Snowflower Condos, Thaynes Canyon Subdivision Phases 4 and 5, and Three Kings Condos.

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Resort Center

RECOMMENDATIONS

PROMOTE REDEVELOPMENT THAT INTEGRATES A WORLD-CLASS RESORT WITH A STRONG SENSE OF COMMUNITY

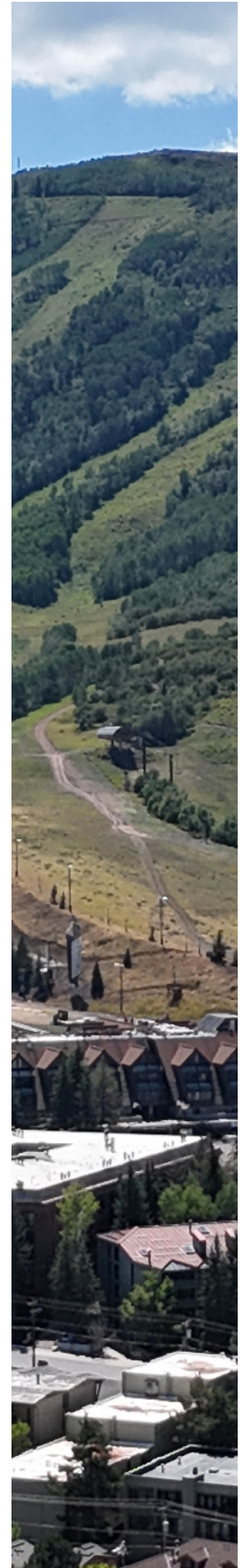
- *Resort Center Mobility Hub and Infill:* Integrate uses that support the guest experience at the resort base area, incorporate multiple transportation modes, and integrate workforce housing, offering an affordable alternative for seasonal and year-round employees. The hub will serve as a key transfer point within the transportation network to provide easy access to Bus Rapid Transit and other transportation methods like connections from the Salt Lake City International Airport and the resort area.
- Evaluate the Land Management Code to address opportunities for seasonal workforce housing types like single-room occupancy and dormitory development.
- Maintain the rural character of the transition area between the Resort Center and Thaynes neighborhood and Historic District compatibility between the Resort Center and Old Town.
- Create small open-space pockets with landscaping and seating to activate the neighborhood in summer.

IMPROVE CONNECTIVITY

- Continue coordination with the resort on paid parking and parking reservations and to improve traffic circulation during peak times.
- Install traffic calming measures in residential areas to discourage speeding and through traffic.
- Enhance pedestrian and bicyclist crosswalks and infrastructure within the neighborhood to nearby community assets like City Park, the library, senior center, trails, and open space.
- Improve transit frequency for locals and residents.
- Improve connectivity and transitions within the Resort Center and Old Town overlay.
- Install clear wayfinding signage to the Upper Resort Center and other tourist destinations.
- Close sidewalk gaps to create continuous pedestrian routes that improve flow.
- Add secure, visible bike racks at key nodes to support recreational opportunities during summer.

SUPPORT BUSINESS OPERATIONS AND WORKFORCE ACCESS

- Reconfigure loading zones to streamline delivery processes for businesses.
- Establish employee parking options (on-site or off-site with shuttle/transit).

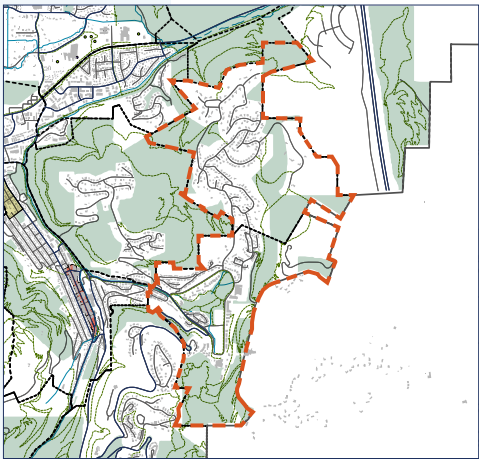
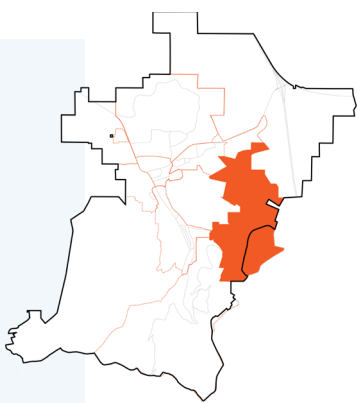


LOWER DEER VALLEY

NEIGHBORHOOD SNAPSHOT

Total Acres: 1332 Acres	Vacant Lots: 40
Population: 550	Average Density: 0.61 per acre
Occupancy: 21.5% Owner Occupied 3.6% Renter Occupied 74.9% Vacant Units (Short-term Rentals, Second Homes)	Daytime Population: 1703
Affordable Housing: St Regis- 4 units	
Nightly Rentals: Prohibited in Hidden Oaks.	
Unbuilt Units: 36 residential lots Snow Park Village In 2025, the Planning Commission approved Phase I of Snow Park Village for an underground parking structure. The Phase II vertical development includes 219 Residential Unit Equivalents, 21,890 square feet of commercial uses, and support uses and is pending review.	
Sub-neighborhoods: Snow Park Condos, including Trails End, Lakeside, Aspen Wood, Fawngrove Pinnacle, Amber Daystar, Bristlecone, The Lodges, Silver Baron, Courchevel, Powder Run, St. Regis, and Black Diamond Lodge. Queen Esther Village, Nordic Village, Deer Lake Village, Deer Crest, Snowtop, Hidden Meadows, Hidden Oaks, Royal Oaks, Fox Tail, Hanover-Queen Esther, Morning Star, Snow Park, Solamere.	

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Lower Deer Valley



Lower Deer Valley

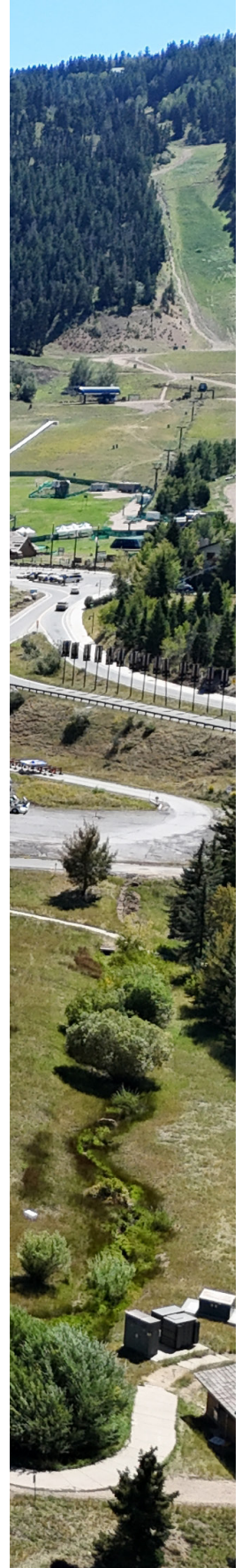
RECOMMENDATIONS

BALANCE THE RESIDENT AND VISITOR EXPERIENCE

- Mitigate peak traffic – not only in the neighborhood but downstream due to impacts within the neighborhood.
- Evaluate new egress connections to Highway 40/Deer Valley East Village for emergency egress, and/or to ease traffic during peak times with careful consideration not to impact Lower Deer Valley residential areas.
- Improve resident access to transit. Where routes do not go to residents, allow residents access to transit through limited residential parking permits or a neighborhood circulator.
- Improve pedestrian and bicyclist connectivity within the neighborhood and to Masonic Hill and Old Town.
- Evaluate more gathering places for locals like parks.
- Update neighborhood wayfinding signage to enhance the visitor experience.
- Improve management of nightly rentals, including occupancy limitations, parking, noise, outdoor lights, and trash management.
- Designate and manage sufficient trailhead parking areas to mitigate trail user impacts in residential neighborhoods.
- Enhance the aesthetic arrival experience to Lower Deer Valley.

PROTECT OPEN SPACE AND NATURAL RESOURCES

- Preserve the visual and aesthetic experience of arriving in Lower Deer Valley.
- Protect view corridors and open space.
- Implement wildfire mitigation strategies in partnership with the resort and homeowner associations.
- Balance e-bike use impacts on trails.

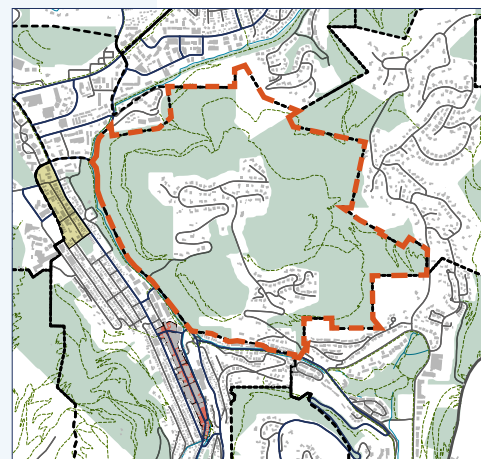
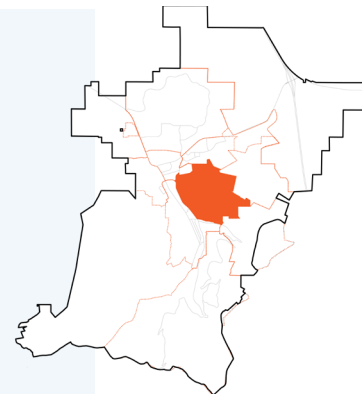


MASONIC HILL

NEIGHBORHOOD SNAPSHOT

Total Acres: 620 Acres	Vacant Lots: 30
Population: 471	Average Density: 0.59 per acre
Occupancy:	Daytime Population:
33.5% Owner Occupied	57
31.1% Renter Occupied	
35.4% Vacant Units (Short-term Rentals, Second Homes)	
Nightly Rentals: Prohibited in the Aerie Subdivision, Sunny Side, April Mountain, and Mellow Mountain Estates.	
Sub-neighborhoods:	
Aerie, April Mountain, Condos along Deer Valley Drive, Mellow Mountain, Overlook at Old Town, and Sunny Side.	

*Source: 2024 ESRI Business Analyst Report, 2014 General Plan



Masonic Hill



View of the neighborhood

RECOMMENDATIONS

PROTECT THE BALANCE BETWEEN OPEN SPACE AND RESIDENTIAL CLUSTERS

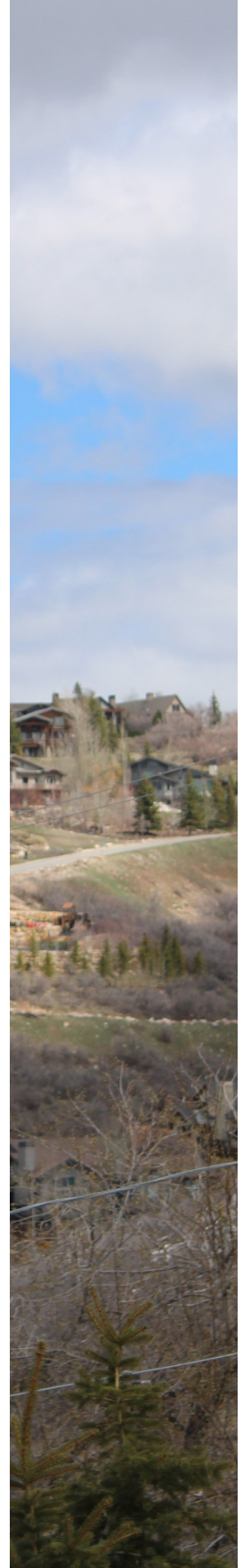
- *Preserve the natural environment within the neighborhood to conserve wildlife habitat through limits of disturbances, prohibition of tall fencing, establishing building pads for platted areas, and incentivizing native vegetation.*
- *Implement comprehensive wildfire mitigation through targeted strategies.*
- *Manage noxious weeds on City-owned open space and coordinate weed control in partnership with property owners.*

IMPROVE CONNECTIONS

- *Comprehensive improvements are needed at the Aerie Drive and Deer Valley Drive intersection for pedestrians, bicyclists, and vehicles.*
- *Better connect Masonic Hill with Old Town, Lower Deer Valley, and the Bonanza Park neighborhoods for pedestrians and bicyclists.*
- *Explore, assess, and implement limited residential parking and bike racks near transit to help residents access transit or consider a transit circulator for the neighborhood.*

PROTECT RESIDENT QUALITY OF LIFE

- *Maintain balance between primary residents and nightly rentals and enforce nightly rental regulations, including occupancy limitations, parking, noise, outdoor lights, and trash management.*
- *Mitigate trail use and trailhead parking impacts to the residential areas.*
- *Enforce construction hour limitations and on-street parking restrictions.*
- *Implement traffic calming measures to discourage speeding and through traffic.*

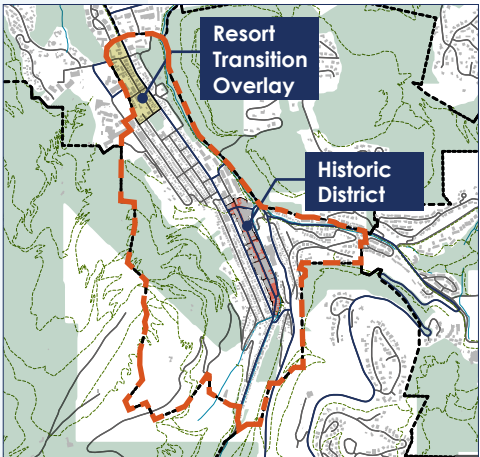
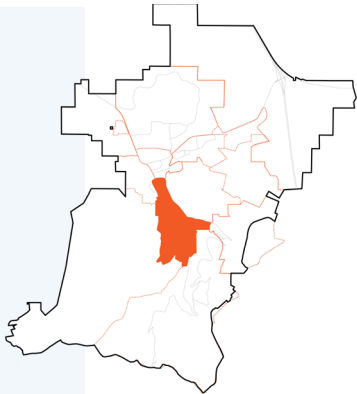


OLD TOWN

NEIGHBORHOOD SNAPSHOT

Total Acres: 532 Acres	Vacant Lots: 50
Population: 1338	Average Density: 3.91 per acre
Occupancy: 17.2% Owner Occupied 11% Renter Occupied 70.3% Vacant Units (Short-term Rentals, Second Homes)	Daytime Population: 3926
Historic Districts: Historic Residential Low – Density Historic Residential – 1 Historic Residential – 2 Historic Residential Medium Historic Commercial Business Historic Recreation Commercial	Parks: City Park, Library Park, Skateboard Park
Nightly Rentals: Allowed in all residential areas except for the Lower Rossi Hill (requires a Conditional Use Permit) and Western Historic Residential Low – Density and McHenry sub-neighborhoods (prohibited).	
Affordable Housing: Washington Mill – 8 units The Line Condos – 22 units 1465 Park Avenue – 8 units The Retreat at the Park – 8 units Woodside Park Phase I – 11 units Habitat Homes on Marsac Avenue – 2 units 516 Marsac Avenue – 3 units	
Neighborhood Icons: Main Street Historic District, Historic Mining Era Structures, Miner's Hospital, Park City Library and Santy Auditorium, Poison Creek Pathway, Shoe Tree, Park City Museum	
Sub-neighborhoods: Deer Valley Drive, Lower Old Town, Upper Old Town, Rossi Hill	

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Old Town

RECOMMENDATIONS

PRESERVE THE HISTORIC NEIGHBORHOOD CHARACTER

- Maintain and protect the City's unique Historic Districts.
- Update the Historic District regulations regularly and identify opportunities to support compatible infill and to streamline the review process for simple remodels.
- Incentivize historic building improvements through continued Historic District grants.
- Evaluate undergrounding of powerlines and other wildfire mitigation measures to protect Old Town and the City's historic assets.

PROTECT RESIDENT QUALITY OF LIFE

- Improve management of nightly rentals, including occupancy limitations, parking, noise, outdoor lights, and trash management. Consider a "Good Neighbor" initiative through outreach and education to highlight local regulations for management companies and visitors.
- Explore affordable and attainable housing infill in Old Town compatible with the Historic Districts.
- Enforce trailhead and neighborhood parking restrictions.
- Comprehensively address construction challenges in the dense neighborhood due to narrow rights-of-way, limited parking, and construction impacts.
- Relocate or better screen trash, recycling, and dumpsters in commercial areas. Evaluate updates to the Land Management Code to allow flexibility for commercial screening.
- Enforce residential trash and recycling receptacle regulations due to narrow streets, especially in winter. Evaluate updates to the Land Management Code to allow flexibility for residential screening.

IMPROVE CONNECTIVITY

- Connect visitors and employees to Main Street through transit and capture lots.
- Evaluate on-demand transit services, a circulator, or limited residential parking areas near transit for residents who do not live near a transit stop.
- Continue the trolley on Main Street/Swede Alley with consistent routes and predictable schedule.
- Evaluate updates to Old Town parking policies – both commercial and residential parking permit programs – to manage on-street parking limitations.
- Improve the pedestrian experience with increased crosswalks and safer winter-friendly sidewalks (Main Street, especially) and install ADA-accessible improvements.
- Improve pedestrian and bicyclist connections to adjacent neighborhoods like the Resort Center, Lower Deer Valley, Masonic Hill, and Bonanza Park.



UPPER DEER VALLEY

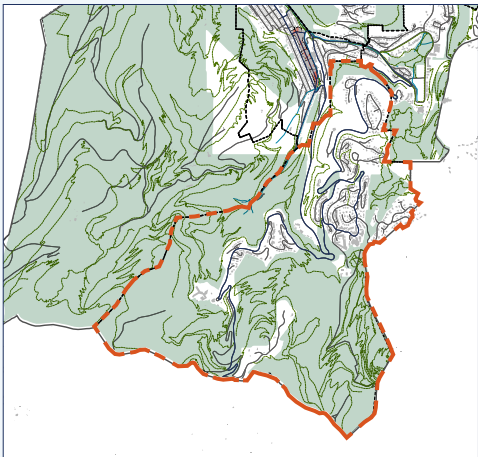
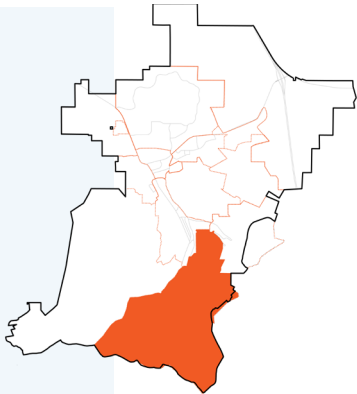
NEIGHBORHOOD SNAPSHOT

Total Acres: 2343 Acres	Vacant Lots: 43
Population: 501	Average Density: 0.34 per acre
Occupancy: 19.3% Owner Occupied 5.2% Renter Occupied 75.5% Vacant Units (Short-term Rentals, Second Homes)	Daytime Population: 1139
Historic Sites: Ontario Mine Judge Mine	Parks: None
Nightly Rentals: Allowed in all but affordable deed restricted units.	
Affordable Housing: Grand Lodge – 1 unit Silver Strike – 1 unit Ironwood – 1 unit Arrowleaf Lodge – 3 units Montage – 10 units Little Belle – 1 unit Stag Lodge – 1 unit Sterlingwood – 1 unit Mt. Cervin – 1 unit Deer Valley Club – 1 unit Bald Eagle – 1 unit Founders Place – 6 units Sommet Blanc – 6 units	
Neighborhood Icons: Deer Valley Resort	

Sub-neighborhoods:

American Flag, Bald Eagle, Huntsman Estates, Lookout at Deer Valley, Belleterre, Moonshadow, Bannerwood, Northside Village, The Montage, Sommet Blanc, Red Cloud, Argent, One Empire Pass, Arrowleaf, Larkspur, Belles at Empire Pass, Paintbrush, Grand Lodge Condos, Ironwood, Nakoma, Tower Residences, Tower Villas, Shooting Star, Empire Residences, Flagstaff Lodge, Silver Strike Lodge, Stein Eriksen Lodge, Stein Residences, The Cache, Stag Lodge, Aspen Hollow, Bellemont, Black Bear Lodge, The Chateaux, Deer Valley Club, Double Eagle, Enclave, Goldener Hirsch, Inn at Silver Lake, Little Belle, Mount Cervin Plaza, Mount Cervin, Ontario Lodge, The Ridge, Ridgpoint, Silver Bird, Stag Lodge, Sterling Lodge, Sterlingwood, Trailside, Twin Pines, The Woods

**Source: 2024 ESRI Business Analyst Report, 2014 General Plan*



Upper Deer Valley

RECOMMENDATIONS

PROTECT OPEN SPACE

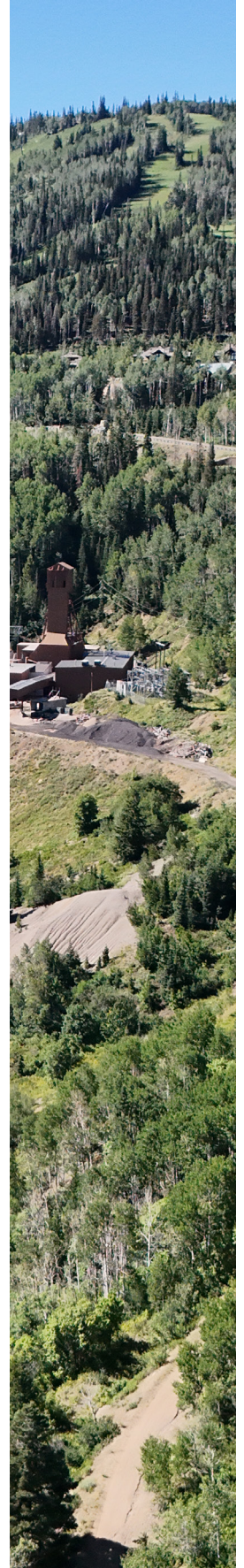
- Continue investing in open space and preservation for locals to enjoy.
- Evaluate annexing Bonanza Flat into the City boundary.
- Retain buffers of native landscaping to preserve the natural shield that defines the neighborhood.
- Preserve the aesthetic as a grand scale within the forest.
- Comprehensively address wildfire mitigation and evacuation routes for residents and visitors.

BALANCE RESORT AND RESIDENT AREAS

- Improve nightly rental enforcement in the area, addressing impacts like occupancy limitations, outdoor lighting, trash management, parking, noise, etc.
- Evaluate updates to zoning to prohibit nightly rentals in areas that have transitioned to primary residential communities.
- Enforce trailhead parking to mitigate trail user impacts in residential areas.

IMPROVE CONNECTIVITY

- Address peak traffic, vehicle speed, noise, emissions, pedestrian and bike safety comprehensively – at the Marsac Roundabout and beyond.
- Enforce traction requirements during winter conditions for all vehicles.
- Improve pedestrian and bicyclist connections both within the neighborhood and to Old Town and Lower Deer Valley.



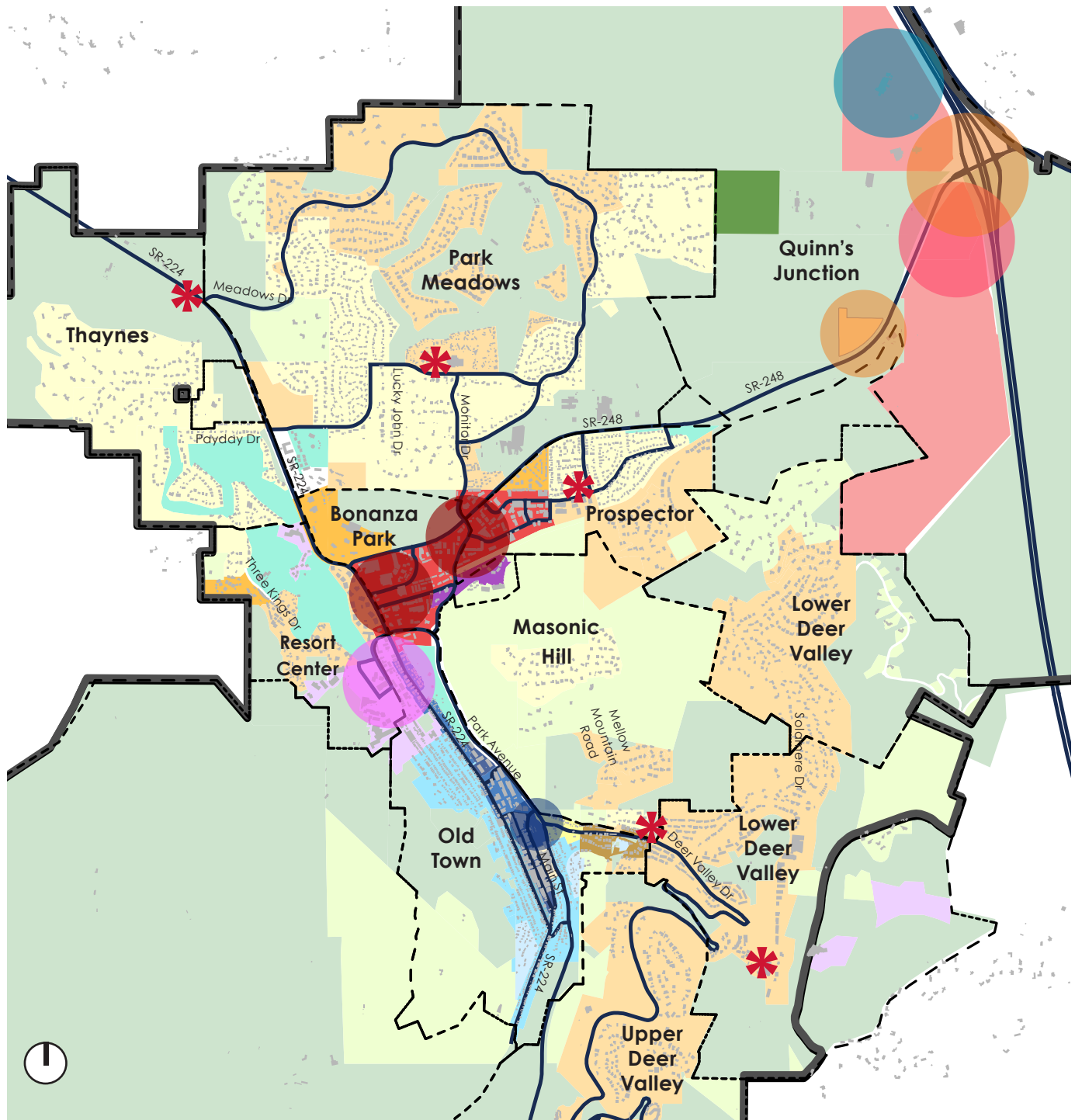


FUTURE LAND U



USE NODE TYPES

NODE TYPES MAP



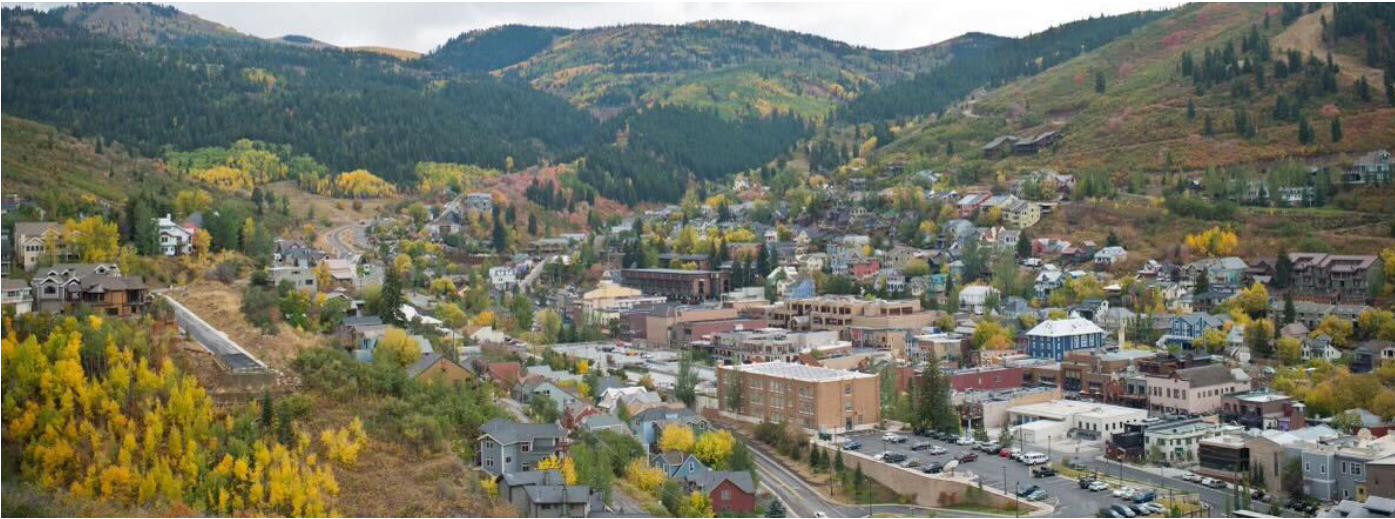
ZONING LEGEND

Community Transition	Historic Commercial Business	Residential- Low Density
Estate	Historic Recreation Commercial	Residential- Medium Density
General Commercial	Historic Residential	Residential Development
Single Family	Historic Residential- Low Density	Residential Development- Medium Density
Urban Park Zone	Historic Residential-Medium Density	Public Use Transition
Light Industrial	Historic Residential 2: Subzone A	Recreation Commercial
Protected Open Space	Historic Residential 2: Subzone B	Recreation Open Space

The Node Types Map includes existing zoning to illustrate the current neighborhood character and anticipated development patterns in each neighborhood. Specific Node Types are identified as circles on the map - these are opportunities for context-sensitive development that implements goals around commercial, mixed-use, and housing development found in the General Plan Themes. Neighborhood Mobility Hubs are identified on the map, and are intended to support first-and-last mile transportation connections within existing neighborhoods. Each node type includes a general description, anticipated future land use mix, and character imagery.

NODE TYPE LEGEND

-  Quinn's Junction Community Mixed-Use Node
-  Quinn's Junction Mobility Hub
-  Quinn's Junction Institutional Hub
-  Bonanza Park Mobility Hubs/Corridor Infill Node
-  Resort Center Mobility Hub/Corridor Infill Node
-  Old Town Mobility Hub/Corridor Infill Node
-  Neighborhood Mobility Hubs



NODE TYPES DESCRIPTION

QUINN'S JUNCTION COMMUNITY MIXED-USE NODE

The proposed Community Mixed-Use node in Quinn's Junction will be a larger node that includes retail, services, office, medium density housing, high density housing, and workforce housing. This node will be located at a key intersection, like the area along 248 and will serve a larger area, with retail and services that require a larger footprint.



FUTURE LAND USE MIX

-  Medium Density Mixed Use
-  Medium Density Residential
-  High Density Residential
-  Commercial



QUINN'S JUNCTION MOBILITY HUB

The Mobility Hub in Quinn's Junction will be a centralized location that integrates multiple transportation modes, and will serve as a key transfer point within the regional transportation network. This mobility hub will include a larger capture lot with basic services that will serve as gateway to Park City and incentivize commuters to use transit to travel into Park City employment centers.



FUTURE LAND USE MIX

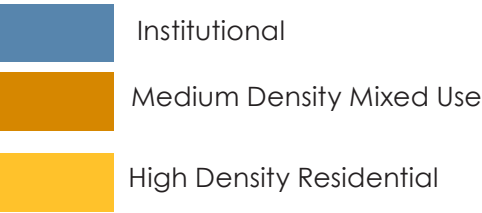
-  Commercial
-  Institutional



QUINN’S JUNCTION INSTITUTIONAL HUB

The Institutional Node in Quinn’s Junction will support existing institutional areas, with uses focused primarily on services and local institutions, centers of employment, and housing for employees. It will consolidate existing areas, while incorporating housing and basic services to promote a more self-sustaining and less car-dependent area.

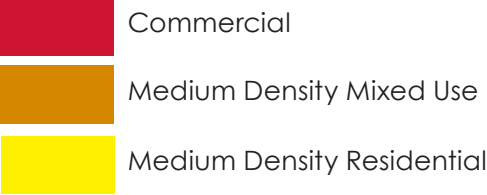
FUTURE LAND USE MIX



BONANZA PARK MOBILITY HUBS/ CORRIDOR INFILL

The Bonanza Park Mobility Hubs/ Corridor Infill areas will be centralized locations that integrate multiple transportation modes, medium density residential infill (within a 1/4 mile radius), as well as basic services and retail. This node will reinforce the existing character of Bonanza Park and focus on increasing walkability, aligning with the goals of the recently adopted Small Area Plan of creating a livable mixed-use neighborhood, where local owned business and entrepreneurship will be incentivized, and affordable and workforce housing will be a part of new development. These hubs will become safe and walkable areas, with an integrated network for transit users, pedestrians, and cyclists.

FUTURE LAND USE MIX



RESORT CENTER MOBILITY HUB/ CORRIDOR INFILL

The Mobility Hub/ Corridor Infill Node in Resort Center will integrate medium and high density housing typologies, as well as workforce housing, services, and retail. It will offer an affordable alternative for seasonal and year-round employees, and incorporate mixed-use in an area that currently lacks these uses, with the goal of creating a more walkable environment and decreasing car dependence.

FUTURE LAND USE MIX

	Medium Density Mixed Use
	Resort Commercial
	High Density Residential
	Commercial



OLD TOWN INFILL

The Old Town Infill Node will focus on strengthening the historic character of the neighborhood while doing strategic residential infill. The infill will aim to bring workforce into Old Town while preserving the historic character and scale. This will improve connectivity, enhance resident's quality of life, stabilize the workforce and business success, and boost economic vibrancy.

FUTURE LAND USE MIX

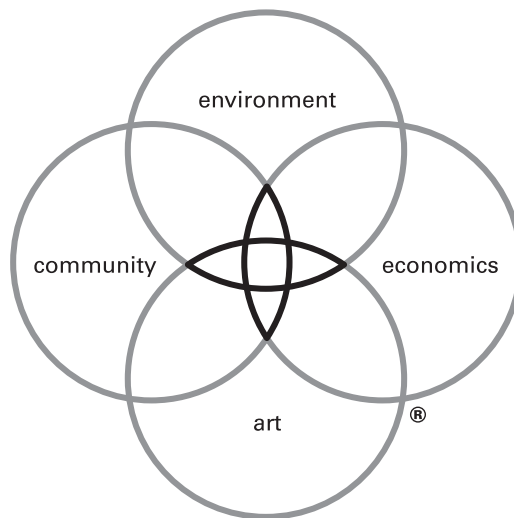
	Medium Density Residential
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NEIGHBORHOOD MOBILITY HUBS

The Neighborhood Mobility Hubs will serve as smaller-scale, locally focused gateways to the regional transportation network. Typically located in residential or lower-density mixed-use areas, these hubs will support local fixed-route buses and on-demand services. They will be designed to offer seamless connections to walking and biking facilities and, in some cases, limited parking for residents to access transit.





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DESIGNWORKSHOP
www.designworkshop.com

APPENDIX

CONTENTS

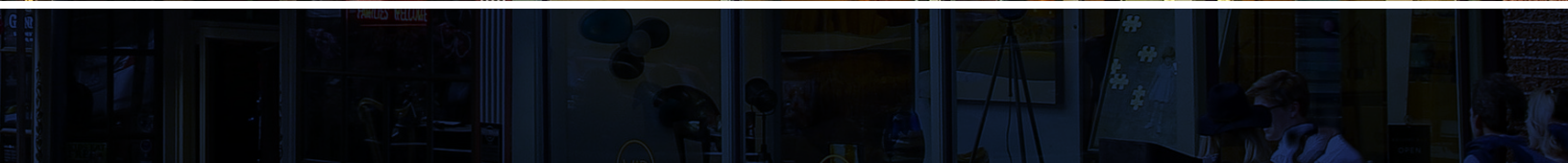
- Drivers and Trends
- Implementation Matrix





1

DRIVERS & TREND



ENDS



REGIONAL CONTEXT

CONTEXT

Covering roughly 22.2 square miles within the rapidly growing Wasatch Back, Park City is just 32 miles from the Wasatch Front, offering easy access from the I-80 corridor in the heart of Summit County, Utah. Deer Valley Resort and Park City Mountain, both within and surrounding the Park City community, are prime destinations for outdoor enthusiasts. Wasatch County – Utah's fastest growing county between 2010 and 2020 with continued growth – on the City's eastern and southern border includes developments like the Jordanelle Specially Planned Area with approximately 15,000 units, and the Military Installation Development Authority (MIDA) project area, including the Deer Valley East Village. The MIDA project area is planned to include

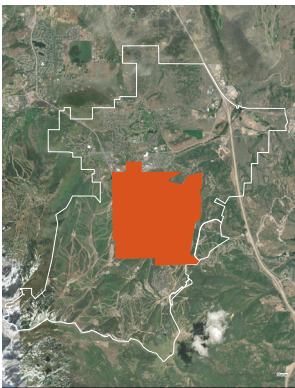
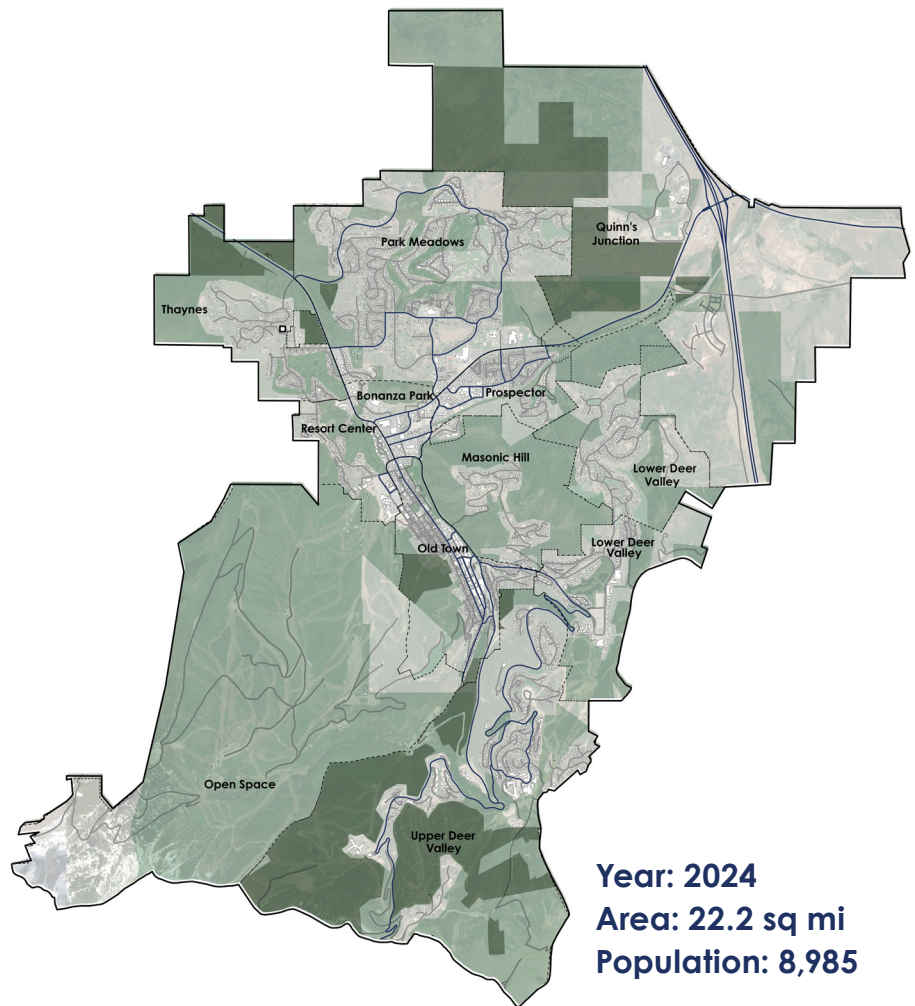
seven hotels, over 1,000 condominium units, 410 townhomes, approximately 750 single-family homes, over 600 workforce housing units, and approximately 325,000 square feet of retail space, with potential increases under review. Hideout, Utah, incorporated in 2008 with continued boundary expansions, has a pending unit count of about 2,500. To the City's north and east within Summit County, development at The Canyons and Silver Creek continues, and projects like the Cline Dahle and Dakota Pacific are under review. Throughout the engagement process, community members noted that in the context of regional growth, preserving quality of life, Park City's small-town character, and open space buffer are critical concerns.



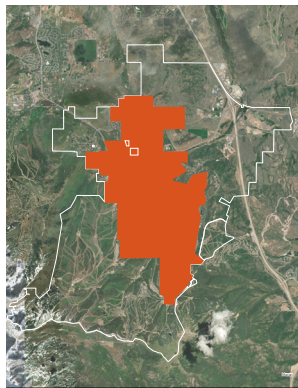
PARK CITY TODAY

GROWTH OVER THE YEARS

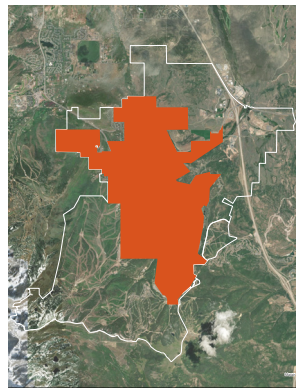
Since 1970, Park City has undergone a dramatic expansion in both land area and population but the increase in geography has far outpaced gains in resident numbers. In 1970, the City covered just 4.03 square miles and was home to 1,193 residents. By 1980, its footprint had nearly doubled to 7.27 square miles, yet the population rose to only 2,823. The following decade saw continued growth: in 1990 Park City encompassed 8.33 square miles with 4,448 people. After the Winter Olympics, boundaries more than doubled again to 17.64 square miles by 2012, while population climbed to 7,431. Today, in 2024, Park City spans 22.2 square miles, with a population of 8,985.



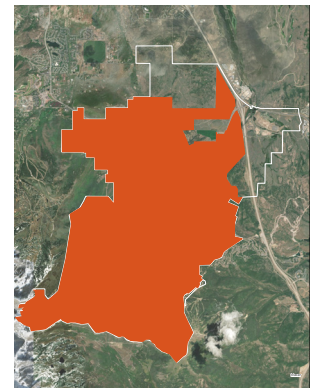
Year: 1970
Area: 4.03 sq mi
Population: 1,193



Year: 1980
Area: 7.27 sq mi
Population: 2,823



Year: 1990
Area: 8.33 sq mi
Population: 4,468



Year: 2012
Area: 17.64 sq mi
Population: 7,431

COMMUNITY PROFILE

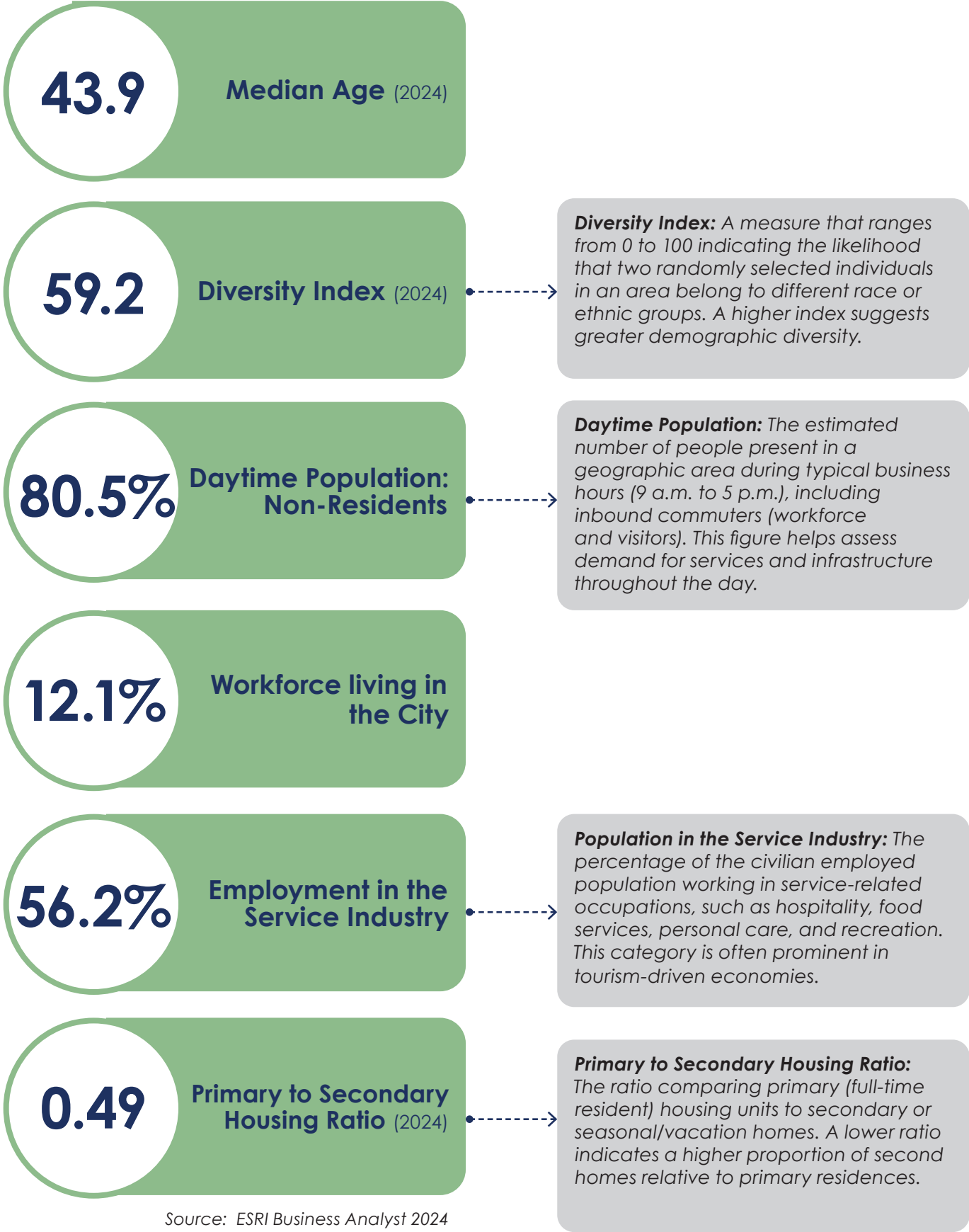
KEY HIGHLIGHTS

- Based on the Mountainland Association of Governments' projections, **Park City's full-time population** is only projected to grow by a total of **202 residents (2%) between 2030 and 2050** under current trends.*
- **Park City's population increases by 81% during the day, compared to 14% for the County.** This trend shows that more people commute into Park City for work than those who commute out. Park City's daytime population is comprised of **80.55% workers and visitors, and 19.45% residents.**
- **The projected increase in employment in and around Park City indicates that in 2050 Park City is estimated to have 27,158 employees,** with an increase of approximately 6,000 employees compared to 2020. This increase will likely have a **significant impact on traffic and commuting patterns if no new workforce housing is provided** within city boundaries and if transit focused improvements are not made.
- There has been **an increase in the median age from 38.5 (2014) to 43.9 (2024).** This along with current and projected age demographics suggest that **Park City has an aging population with a high percentage of empty nesters and senior households.**
- **Of Park City's 8,585 housing units, just 33% are occupied,** compared to 52% for the County, leaving 67% of Park City's housing units vacant. **Of these, 77% or 4,438 units, are for seasonal, recreational, or occasional use,** accounting for more than half of Park City's housing stock overall.
- According to the Park City Affordable Housing Analysis (Kem C. Gardner Policy Institute, 2023), about **37.5% of Park City's workforce lives within Summit County, and 62.5% live outside of the County,** meaning many commute into the community for work.

**This depends on development of vested density at the resort base areas and the rezoning of the Bonanza Park neighborhood into a mixed-use district.*



Old Town



43.9

Median Age (2024)

59.2

Diversity Index (2024)

Diversity Index: A measure that ranges from 0 to 100 indicating the likelihood that two randomly selected individuals in an area belong to different race or ethnic groups. A higher index suggests greater demographic diversity.

80.5%

Daytime Population:
Non-Residents

Daytime Population: The estimated number of people present in a geographic area during typical business hours (9 a.m. to 5 p.m.), including inbound commuters (workforce and visitors). This figure helps assess demand for services and infrastructure throughout the day.

12.1%

Workforce living in
the City

56.2%

Employment in the
Service Industry

Population in the Service Industry: The percentage of the civilian employed population working in service-related occupations, such as hospitality, food services, personal care, and recreation. This category is often prominent in tourism-driven economies.

0.49

Primary to Secondary
Housing Ratio (2024)

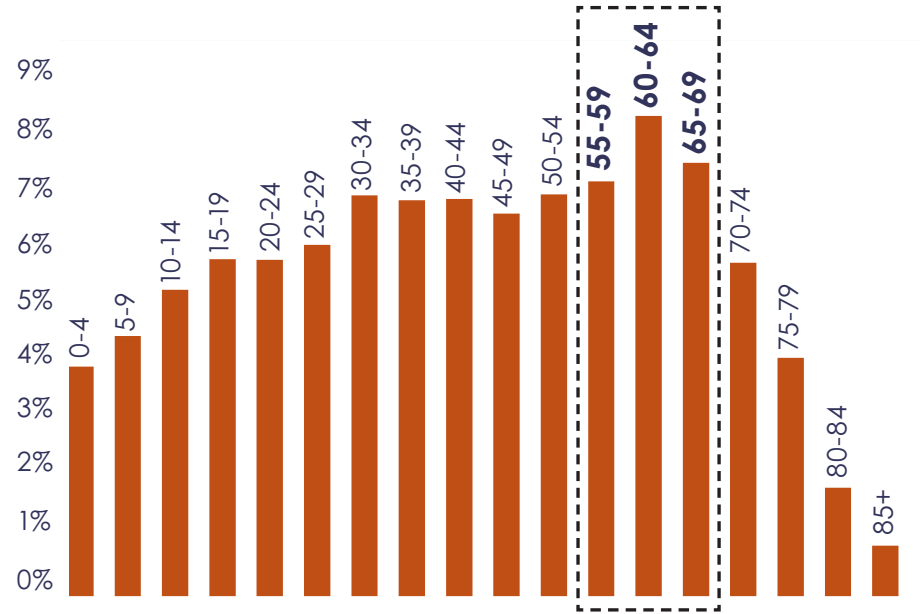
Primary to Secondary Housing Ratio: The ratio comparing primary (full-time resident) housing units to secondary or seasonal/vacation homes. A lower ratio indicates a higher proportion of second homes relative to primary residences.

Source: ESRI Business Analyst 2024

COMMUNITY PROFILE

AGE DEMOGRAPHICS

The highest concentration of residents is within the 55–69 age groups, suggesting a community that is aging. This has implications for housing needs, healthcare services, and mobility planning tailored to older adults. Lower percentages in the 0–14 and 15–24 age groups may indicate fewer young families or a lack of affordability for younger populations.

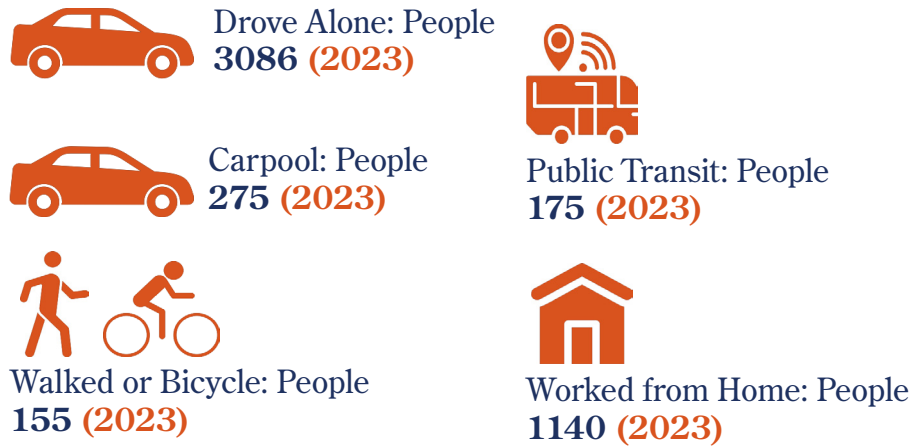


Age Groups in Park City (2024)
Source: ESRI Business Analyst 2024

TRANSPORTATION TRENDS

A vast majority of residents (over 80%) drove alone in 2023, highlighting Park City's dependence on private vehicles. Public transit, biking, and walking modes remain underutilized.

Total inbound traffic is expected to rise by nearly 30% between 2023 and 2050, reflecting regional growth and increased demand on infrastructure. Traffic on SR248 is projected to grow by two-thirds, more than on SR224, indicating it may become a key corridor requiring priority for upgrades, safety improvements, and multimodal integration.



Modes of Transport
Source: American Community Survey 5-year Estimates 2023

Average Annual Daily Traffic

Road	2023	2032	2050
SR224	31,500	32,000	33,000
SR248	21,000	25,500	35,000
Total Inbound	52,500	57,500	68,000

Source: UDOT Utah Statewide Travel Model 2024

MEDIAN HOME PRICE

The median home price has tripled in the last 10 years, rising from \$1,000,000 in 2010 to \$3,675,000 in 2024, raising concerns about affordability and access to homeownership within the community. The data shows a significant increase in median home prices over a 14-year period. The scale of the increase may affect housing market dynamics, including access to ownership and demand for different types of housing.

Median Home Price: 2010

\$1,000,000

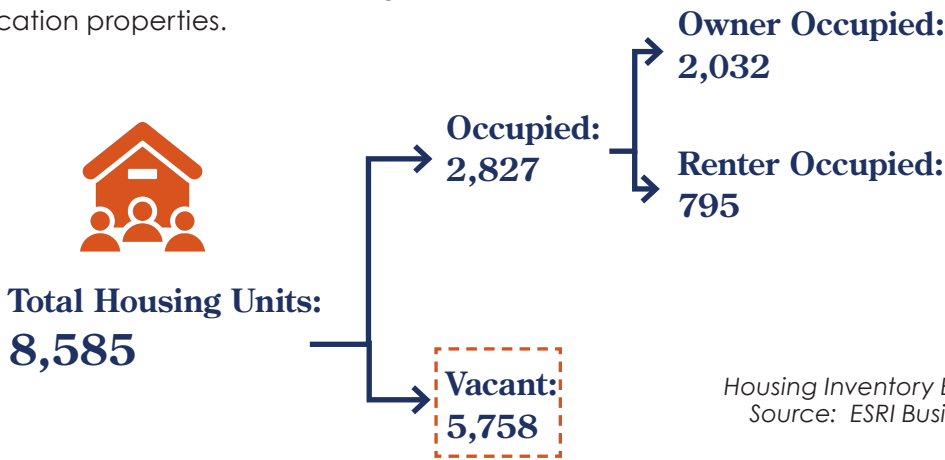
Median Home Price: 2024

\$3,675,000

Source: Redfin, 2014 General Plan

HOUSING TRENDS

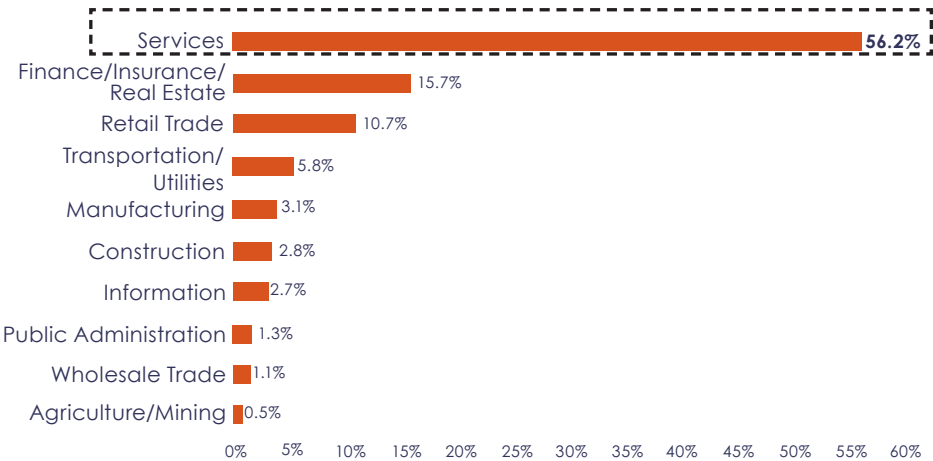
Out of 8,585 total housing units, only 2,827 are occupied, meaning over 67% of units are vacant, likely as second homes or short-term rentals. High vacancy rates often reflect seasonal use, with a significant number of homes serving as second residences or vacation properties.



Housing Inventory Breakdown (2024)
Source: ESRI Business Analyst 2024

EMPLOYMENT

According to 2024 data, the services sector accounts for 56.2% of employment in Park City. Other prominent sectors include finance/insurance/real estate (15.7%), retail trade (10.7%), and transportation/utilities (5.8%). The services sector, which includes hospitality, food services, and recreation, represents the majority of local employment reflecting the tourism-oriented economy.



Employment by Industry in Park City (2024)
Source: ESRI Business Analyst 2024

PLAN ALIGNMENT

PARK CITY GENERAL PLAN 2014

The 2014 General Plan establishes the foundational vision and guiding principles that continue to shape Park City's growth and conservation efforts. Built around the community's Core Values: Small Town Character, Natural Setting, Sense of Community, and Historic Character, it articulates a clear filter test of "keep Park City, Park City" for every policy decision. By documenting trends since the 2002 Winter Olympics and setting population targets around 7,500 residents, this Plan provides the baseline against which future updates measure both new development and preservation initiatives. Its emphasis on protecting the town's unique charm and natural surroundings ensures that as Park City evolves, it retains the very qualities that distinguish it from "Anywhere USA."

PARK CITY VISION 2020: FINAL VISION & STRATEGIC ACTION PLAN

Vision 2020 translates broad community aspirations into a concrete, ten-year framework of projects, policies, and performance check-ins. Crafted through an open and inclusive engagement process, it reflects a collective permission from residents to pursue bold but attainable actions that advance Park City's long-term vision. The Plan's structure, which embeds progress reviews every three to five years, offers a dynamic model for tracking implementation and course-correcting as needed.

PARK CITY FORWARD 2022

Park City Forward offers a thirty-year blueprint for the City's transportation network, marrying local values with pragmatic investment strategies. It addresses the evolving needs of residents, businesses, and visitors, ensuring that limited transportation funds are allocated to projects that bolster multimodal connectivity while respecting the City's natural setting and historic character. By anticipating growth in surrounding communities and coordinating with regional partners, this Plan positions Park City to manage traffic, transit, and trail expansion in harmony with broader regional objectives.

PARK CITY SHORT RANGE TRANSIT PLAN 2020

The Short-Range Transit Plan serves as Park City's five-year operational playbook for public transportation, detailing route modifications, frequency adjustments, and fleet requirements. Functioning as both a business plan and tactical guide for Park City Transit (PCT), the SRTP aligns day-to-day service decisions with broader mobility goals. It allows policymakers to respond swiftly to shifting ridership patterns, budgetary changes, and emerging technologies, ensuring that transit service remains efficient, reliable, and responsive to community needs. As part of the General Plan Update, the SRTP's granular analysis anchors the Update's short-term action items in realistic service metrics and cost forecasts.



OPPORTUNITIES & CHALLENGES

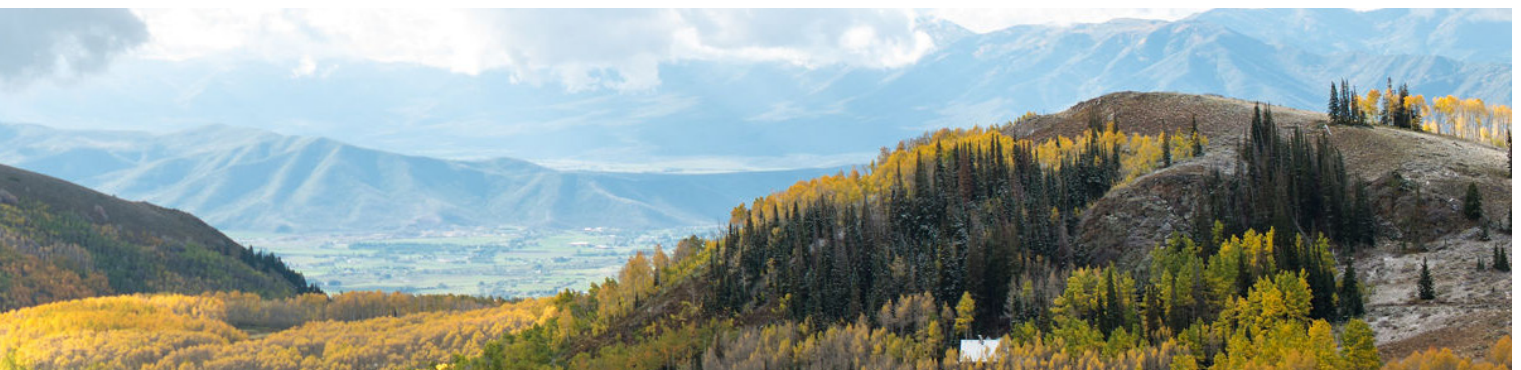
OPPORTUNITIES

- **Preserving Community Values:** Residents strongly value Park City's sense of community, environmental quality, and authenticity. There is an opportunity to preserve these values while adapting to change.
- **Diversifying Housing Options:** Survey respondents supported a variety of housing types, especially seasonal employee housing, income-restricted housing, and smaller units to accommodate a broader range of residents.
- **Enhancing Transportation Choices:** Improving walkability, expanding bus routes, and implementing alternative parking strategies were identified as key steps to reduce congestion and improve mobility.
- **Supporting Parks and Open Space:** Parks, trails, and natural areas are among the most valued aspects of life in Park City. Continued investment in trail connections, preservation, and wildfire mitigation is widely supported.
- **Revitalizing Underutilized Areas:** Redevelopment of outdated properties and support for locally focused businesses can help reinforce neighborhood vibrancy while meeting evolving community needs.

CHALLENGES

- **Traffic and Congestion:** 71% of survey respondents identified traffic as the top challenge, especially related to event-based travel, recreation access, and workforce commuting.
- **Housing Affordability:** Many residents expressed concern over the lack of affordable and workforce housing, with only 12.1% of the workforce currently living within the city.
- **Growth Pressures:** Community members noted that managing growth while preserving quality of life, small-town character, and natural areas is a critical concern.
- **Transportation Infrastructure:** Limitations in transit availability, public parking, and walkability were seen as significant barriers to getting around, especially during peak visitor periods.
- **Balancing Tourism and Local Needs:** Residents expressed the need to balance the demands of tourism with everyday needs of full-time residents, including access to services, housing, and mobility.

**As articulated in the General Plan Statistically Valid Survey and Overall Engagement Process.*



Bonanza Flats



IMPLEMENTATION



ON MATRIX

IMPLEMENTATION MATRIX

The Implementation Matrix is intended to be used as a tool in the city's yearly prioritization and funding discussions. It is a guide for these discussions, creating a road map for implementation of the Plan.

The Historic Preservation Board and Planning Commission will review and recommend priorities to implement each year, and forward a recommendation to the City Council for final direction on the annual implementation.

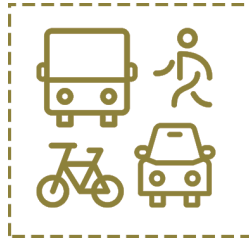
The Implementation Matrix identifies the timeframe, departments, and partnerships anticipated for the implementation of each strategy*.

- **Timeframe:** Identifies the timeline for the proposed strategies as it relates to implementation: Ongoing which refers to work that the city is already undertaking and is expected to continue; Near-Term which are intended to be implemented in the next 1 - 3 years; Medium-Term which are intended to be implemented in the next 3-6 years; and Long-Term which are intended to be implemented in 6 - 10 years.
- **Department:** This identifies the City Department(s) that would be responsible for supporting implementation of the strategies.
- **Partnerships:** This identifies non-city partners who may support the implementation of each strategy.

**Strategies and Actions are not mentioned in order of any prioritization.*



City Hall



TRANSPORTATION

We value a connected community with great access to recreation and open spaces and a variety of transportation options for visitors, workforce, and residents.

Departments required for Implementation: Transportation Planning, Planning, Engineering, Parking, Information Technology (IT), Public Works, Special Events, Executive, Emergency Management, Police, Building.

Partnerships required for Implementation: UDOT, Summit County, Wasatch County, State, High Valley Transit, Residents, Park City Chamber, Park City Fire District, Historic Park City Alliance, Resorts, Major Employers, Property and Business Owners, Homeowner and Master Owner Associations.

FOCUS AREA: DATA BACKED DECISION MAKING

STRATEGY	ACTIONS	TIMEFRAME
1A <i>Park City will regularly evaluate the community's unique traffic and peak day patterns to inform and measure mitigation strategies.</i>	Install City-controlled traffic counters at entry corridors and key intersections.	Ongoing
	Produce annual reports to track and monitor trends and to evaluate the effectiveness of implemented mitigation strategies.	

FOCUS AREA: TRANSIT IMPROVEMENTS

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Advance high-capacity transit on the SR-224 and SR-248 corridors in coordination with High Valley Transit and the Utah Department of Transportation (UDOT) to serve as the primary transit spines connecting regional capture lots to key destinations.</i>	Support the planning, design, and implementation of SR-224 Bus Rapid Transit.	Medium-Term
	Complete the Re-Create 248 Transit Study in early 2026 to address projected corridor needs.	
	Identify the location for a capture lot along SR-248.	

FOCUS AREA: TRANSIT IMPROVEMENTS

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Advance high-capacity transit on the SR-224 and SR-248 corridors in coordination with High Valley Transit and the Utah Department of Transportation (UDOT) to serve as the primary transit spines connecting regional capture lots to key destinations.</i>	Partner with Summit County, Wasatch County, and UDOT to improve existing and develop new park-and-ride hubs with seamless access to parking, reliable transit connections, and supportive amenities for visitors and the workforce.	Medium-Term
	Complete a detailed analysis of comprehensive capture lot capacity needs, addressing multiple horizon years, travel markets, and demand for special events.	
2B <i>Build on the Short-Range Transit Plan and Transportation Master Plan Park City Forward to build the transit network, increase transit frequency, and improve regional connections.</i>	Evaluate traffic signals and corridors for transit signal priority to provide more reliable transit operation.	Near-Term
	Increase headways on key internal routes to 10-15 minutes during peak hours.	
	Partner with High Valley Transit, Summit County, the Wasatch Front, and stakeholders to enhance the Park City-Salt Lake City Connect Route to provide direct and frequent service between Park City and the Salt Lake City International Airport.	
	Work toward dedicated transit lanes and other required infrastructure wherever feasible within Park City to maintain speed and reliability during congested periods.	
	Continue to electrify and modernize the City's transit fleet.	
	Establish a parking permit program that allows residents in areas not proximate to a transit stop to park near a transit stop in their neighborhood.	

FOCUS AREA: TRANSIT IMPROVEMENTS

STRATEGY	ACTIONS	TIMEFRAME
2B <i>Build on the Short-Range Transit Plan and Transportation Master Plan Park City Forward to build the transit network, increase transit frequency, and improve regional connections.</i>	Improve or replace the current mobile app used for transit service with an app that is more user friendly to a range of riders.	Near-Term
	Partner with High Valley Transit to increase service frequency to Wasatch Back communities to provide reliable commutes for the workforce.	
	Complete planned upgrades for local bus stops with improved amenities and accessibility features, including relevant route information, by 2026 and begin planning for the next round of improvements starting in 2026.	
	Track the performance of the summer Transit to Trails Program and make data-informed refinements and service expansions to improve user experience.	
	Evaluate new Transit to Trail connections to mitigate trail user parking in residential and commercial areas.	
	Evaluate transit improvements for trail users including regional park-and-rides and transit connections for recreation users in all seasons.	
	Evaluate the feasibility of a gondola system to connect key destinations within Park City, providing a high-capacity transit option that bypasses vehicle congestion.	
	Incentivize employer-based shuttles in new master plans for private developments.	
	Adopt design guidelines for transit stops compatible with the City's mountain town aesthetic.	

FOCUS AREA: TRANSIT IMPROVEMENTS

STRATEGY	ACTIONS	TIMEFRAME
2C <i>Park City will develop a network of internal mobility hubs as shown in the Node Types Map, including ones in the Thaynes and Park Meadows neighborhoods, as well as more developed ones in Bonanza and Old Town, and supportive infrastructure to enhance first- and last-mile connections.</i>	Improve pedestrian and bike access to key hubs from surrounding neighborhoods.	Near-Term
	Provide dynamic signage, real-time transit arrival information, and user-friendly wayfinding to support seamless multimodal transfers.	
	Build mobility hubs in areas with existing routes with high ridership, higher density, mixed-use development, and activity centers to provide access for all users in areas identified in the Node Types Map.	
	Co-locate bike shares, e-bike and transit charging infrastructure, and transit amenities such as: coffee stands, food trucks, and warming yurts, where demand exists.	

FOCUS AREA: TRAFFIC MANAGEMENT

STRATEGY	ACTIONS	TIMEFRAME
3A <i>Evaluate long-term feasibility and effectiveness of congestion pricing and/or flex-lanes.</i>	Explore the feasibility of congestion pricing and other demand-based policy tools along SR-224 and SR-248, with attention to mitigating impacts on the workforce and residents.	Long-term
	Explore peak traffic pricing and seasonal capacity improvements without roadway widening.	

FOCUS AREA: TRAFFIC MANAGEMENT

STRATEGY	ACTIONS	TIMEFRAME
3B <i>Park City will prioritize using pricing, mode shift, and land use policy, instead of roadway widening, to manage congestion.</i>	Update Zoning Districts to allow for mixed use for areas shown in the Node Types Map, reducing trip demand and length by bringing housing, jobs, and services closer together.	Ongoing
	Require event organizers to provide regional transit and shuttle services for major events, including connections to wider Summit County, the Wasatch Back, and the Wasatch Front. Expand charter bus and rideshare incentives for large gatherings.	
3C <i>Deploy smart traffic management tools to inform dynamic operations and user guidance, with the City in a leading role and private sector partners in a supporting role.</i>	Coordinate with resort partners to expand real-time travel info, parking availability displays, and traffic monitoring.	Ongoing
	Coordinate traffic signal timing and publicly available traveler info systems with transit operations to minimize delay of transit at traffic signals and provide more accurate transit travel time estimates.	
	Evaluate traffic volumes and signal timing to optimize traffic signals to minimize vehicle delay.	
3D <i>Strengthen policies that reduce reliance on single-occupancy vehicles by requiring and incentivizing multimodal transportation through planning, development, and transportation initiatives.</i>	Incorporate trip reduction strategies and shared parking provisions into broader zoning reform efforts, including mixed-use friendly policies in areas like Quinn's Junction Community Mixed-Use Node. Work with resorts to create trip reduction goals that can be overseen by resort Transportation Demand Management coordinators in collaboration with Park City staff.	Near-term
	Provide carpooling and vanpooling incentives, with specific incentives or other policies applied to encourage construction teams and contractors to carpool and vanpool.	
	Require major employers to appoint Transportation Demand Management coordinators to oversee and promote sustainable commute options and collaborate with City staff or an approved third-party entity to monitor compliance and trip reduction goals.	
	Continue developing clear policies for new developments, resorts, and major employers to integrate trip reduction strategies, establish mode-shift targets, and reduce parking through formal City mechanisms.	

FOCUS AREA: TRAFFIC MANAGEMENT

STRATEGY	ACTIONS	TIMEFRAME
3D <i>Strengthen policies that reduce reliance on single-occupancy vehicles by requiring and incentivizing multimodal transportation through planning, development, and transportation initiatives.</i>	Evaluate the effectiveness of the Ride On Park City program by analyzing its impact on mode share, seasonal variation, and travel behavior.	Near-term
	Annually recognize and celebrate the accomplishments of major employers who successfully implement Transportation Demand Management (TDM) strategies and highlight which strategies were most effective.	
3E <i>Reduce wildlife-vehicle collisions.</i>	Improve fencing along SR-224 and SR-248 to allow wildlife crossings at designated areas.	Ongoing
	Install dark sky compliant streetlights along high crash corridors.	
	Provide median barriers with occasional gaps to allow animals to cross while enhancing drivers night-time vision.	
	Work with UDOT to explore locations along SR-224 and SR-248 for grade separated wildlife crossings.	
	Grade the shoulders of roadways more gently to provide better visibility to animals on the side of the road.	
	Mow and maintain roadway shoulders to remove animal food sources close to busy roadways.	
	Continue supporting animal awareness art such as the reflective silhouettes along SR-224.	

FOCUS AREA: PARKING

STRATEGY	ACTIONS	TIMEFRAME
4A <i>Use parking pricing and policy updates to support mode shift goals, reduce vehicle congestion, and prioritize access for residents and high-occupancy travel.</i>	Partner with resorts to increase the efficiency of parking pricing and reservation systems as a strategy to reduce single-occupancy vehicle and personal vehicle use.	Near-term
	Update parking code to prohibit the leasing of parking spaces for uses other than those intended for the development.	
	Conduct a city-wide parking study to assess the current parking needs, future needs, shared parking policies, and possible parking lots to eliminate or build in the future.	
	Update the Land Management Code to include parking maximums instead of parking minimums.	
	Develop policies and partnerships with private developments to implement policies that mitigate spillover parking impacts on nearby residents and businesses.	
	Address efficacy of paid parking programs and integrate capture lots with ski resort transit service.	
	Provide discounts or permit options for residents and employees to maintain equitable access to important destinations.	
	Eliminate excess surface parking lots in core areas, such as in Old Town, to make room for streetscape elements, active transportation, and transit.	
4B <i>Continue to implement the bike parking requirements of Ordinance No. 2023-18 for new development.</i>	Ensure ongoing implementation of the 'Request A Rack' Program for public bike parking.	Ongoing
	Regularly evaluate the bike parking and bike storage requirements of Ordinance No. 2023-18 to ensure they reflect best practices. Identify incentives to bring existing developments into compliance.	

FOCUS AREA: PRESERVE PARK CITY'S SMALL TOWN FEEL

STRATEGY	ACTIONS	TIMEFRAME
5A <i>Implement Main Street circulation improvements to enhance safety and efficiency in Old Town and support a more walkable, less car-dependent downtown.</i>	Convert Main Street into a pedestrian and transit-only area during peak seasons and weekends to improve walking and biking access, support events, and enhance transit service.	Medium-term
	Preserve space for transit and emergency vehicle access.	
	Explore conversion to one-way traffic with wider sidewalks, with consideration of transit routes.	
	Work with downtown businesses to ensure right-size parking supply and freight access.	
	Enforce e-bike regulations to ensure safety for all users of trails and roadways.	
5B <i>Continue to expand and implement traffic calming initiatives through the Neighborhoods First Streets Program.</i>	Use traffic calming measures such as curb extensions, signage, and striping to slow vehicles.	Ongoing
	Reduce street parking where it impairs visibility or crossing safety.	
	Support resident-led proposals for street redesign where appropriate.	
	Adopt design guidelines for traffic calming measures compatible with Park City's Mountain town and neighborhood aesthetics.	
	Combine traffic calming initiatives with pavement maintenance projects, larger capital projects, and bus stop improvements where applicable.	

FOCUS AREA: WALKABLE AND BIKEABLE NEIGHBORHOODS

STRATEGY	ACTIONS	TIMEFRAME
6A <i>Continue to build out the high-comfort active transportation network by implementing priority segments of the 2024 Bike and Pedestrian Plan.</i>	Where appropriate, consider reallocating select on-street parking to expand sidewalks, transit improvements, or add separated pathways, improving comfort and connectivity for people walking and biking, particularly in areas with disconnected street networks or large-lot developments.	Ongoing
	Support trail and path interconnections to other jurisdictions.	
6B <i>Support winter access and maintenance to ensure year-round multimodal access.</i>	Prioritize timely snow removal on all designated walking and biking routes. Ensure snow storage does not obstruct sidewalks, crossings, or bike lanes.	Ongoing
	Update the City's snow removal codes to require sidewalks and trails on private property to be maintained and to prohibit snow storage on areas with public access easements.	
	Explore expanding compact winter maintenance equipment fleet specifically for sidewalks and protected bikeways.	
	Implement a heated sidewalk network in Old Town and at future mobility nodes.	
6C <i>Improve crossings and reduce barriers to ensure safety and accessibility on key corridors.</i>	Install pedestrian safety design elements such as high-visibility crosswalks and refuge islands (raised medians for separation of pedestrians from vehicular traffic) at intersections with known crash histories.	Near-term
	Update all crosswalks and RFIBs with new crosswalk standard, and require developers to comply with the new midblock crossings designs.	
	Adopt a Vision Zero policy to work towards improving safety across all Park City roadways and improving the appeal of active transportation through infrastructure investment, roadway speed reductions, and other measures.	
	Evaluate additional grade-separated crossings for walking and biking on SR-224 and SR-248.	
	Update the City's Complete Streets Policy.	
	Collaborate with Summit County on an agreed upon expansion plan for the bike share system within the City boundaries, which may include working with developments and P3's for capital infrastructure support.	

FOCUS AREA: SPECIAL EVENTS

STRATEGY	ACTIONS	TIMEFRAME
7A <i>Collaborate internally and with regional partners to prepare for the 2034 Olympic Games while ensuring that Games-related investments remain a valuable legacy for Park City long into the future.</i>	Design flexible systems that serve Olympic needs without overbuilding infrastructure with limited long-term utility, setting Park City up for success in 2034 and beyond.	Near-term
	Plan for staging areas, equipment sharing, and limited local road capacity.	

FOCUS AREA: EMERGENCY PLANNING

STRATEGY	ACTIONS	TIMEFRAME
8A <i>Update evacuation plans and public communication protocols to ensure emergency plans remain current, known to the public, and well-linked to transportation needs.</i>	Collaborate with the Emergency Management Team to align infrastructure with evacuation needs.	Near-term
	Regularly provide updated digital and printed evacuation route materials.	
	Evaluate the continued need for additional emergency egress routes. Consider whether access easements on private roadways or properties could serve emergency needs and reduce the necessity for constructing new public roadways.	
	Assess evacuation route capacity as part of development project reviews.	

FOCUS AREA: INNOVATION AND TECHNOLOGY

STRATEGY	ACTIONS	TIMEFRAME
9A <i>Explore and evaluate new technologies to enable innovation in transportation.</i>	Explore machine learning and artificial intelligence tools and resources to cost-efficiently gather transportation data and monitor conditions.	Near-term
	Explore advanced air mobility options for integration with mobility hubs, coordinating with UDOT and other regional specialists to develop regulations and procedures to govern vertical air travel as appropriate.	
	Develop a program to install electric vehicle charging spaces on city streets, and to retroactively install electric vehicle parking spaces in existing residential and commercial development.	
	Engage with regional and national experts in discussion regarding the advancement of autonomous vehicle technology to stay ahead of infrastructure and operational requirements.	



COMMUNITY CHARACTER

We value our unique community, quality of life, and authentic character. We support a variety of options that create housing opportunities for all groups within the community. We preserve our historic districts and cultural elements and celebrate the history of Park City.

Departments required for Implementation: Transportation Planning, Planning, Engineering, Economic Development, Information Technology (IT), Public Works, Public Utilities, Special Events, Executive, Emergency Management, Trails and Open Space, Recreation, Building, Water.

Partnerships required for Implementation: UDOT, Summit County, Park City, Neighborhood Residents, Park City Chamber, Park City Museum, Historic Park City Alliance, Resorts, Mountain Trails Foundation, Public Arts Advisory Board, Friends of Ski Mountain Mining History, Park City Mountain and Deer Valley Resort.

FOCUS AREA: SMALL TOWN FEEL

STRATEGY	ACTIONS	TIMEFRAME
1A Maintain existing road network and prioritize limiting road width expansions for additional travel lanes.	Align transportation improvements with Node Types Map and work within existing road geometries.	Ongoing
	Explore alternative transportation strategies to manage existing traffic and future volume increases.	

FOCUS AREA: SMALL TOWN FEEL

STRATEGY	ACTIONS	TIMEFRAME
1B <i>Support and ensure the year-round and long-term resilience of the Park City economy.</i>	Offer economic incentives and assistance for small and local businesses, including the creation of a revolving loan fund or a local grant program, particularly those that align with the City's community vision and goals.	Ongoing
	Streamline small business applications permits.	
	Work with regional higher education institutions, trade organizations, or non-profit organizations to establish learning opportunities for community members seeking additional skill development.	
	Explore additional tools beyond the existing Vibrant Commercial Storefront ordinance to ensure businesses remain active and open to the public, particularly along Main Street.	
	Explore opportunities to enable the economy to be responsive to broader economic changes, such as business diversification, shop local campaigns, and completing an economic risk assessment.	
1C <i>Encourage small scale compatible commercial infill.</i>	Review the City's land use tables to update uses appropriate in each Zoning District and Node Type.	Near-Term
	Support locally-serving commercial uses through initiatives like ground floor activation requirements, reduced parking minimums, and technical assistance such as streamlined permitting.	
	Support public private partnerships for small businesses and locally-serving commercial uses.	
	Explore the use of public infrastructure districts (PID), infrastructure financing districts (IFD), community reinvestment areas (CRA), and other increment financing to support targeted development areas, consistent with the identified nodes in the Node Types Map.	
	Create/support a City economic development program or entity to pursue economic development possibilities that brings together local business associations, provides support to local businesses, and diversifies the local economy.	

FOCUS AREA: SMALL TOWN FEEL

STRATEGY	ACTIONS	TIMEFRAME
1D <i>Increase Park City's walkability through an improved pedestrian friendly environment.</i>	Implement the recommendations of the recently adopted Active Transportation Plan and develop a gap analysis to guide future sidewalk improvements.	Medium-Term
	Create walkable and universally accessible public realms in all new developments and around identified growth nodes, including continuous and ADA compliant sidewalks.	
	Explore potential code amendments to foster live- work opportunities in commercial areas.	
1E <i>Support the continued success of the multi-seasonal tourism economy while preserving the community character.</i>	Consider visitor messaging to help manage the impacts from tourism.	Ongoing
	Incorporate year-round workforce support programs to help employees in the tourism industry access housing, childcare, and other essential services, ensuring they can build sustainable lives within the community.	
	Allow cutting edge, green technology in appropriate areas to visually represent Park City's commitment to sustainable tourism.	
1F <i>Prioritize high quality design in new developments and redevelopment that respects the existing scale, style, and massing of buildings.</i>	Identify the attributes that make Park City unique and protect by incorporating regulations into the current zoning code.	Near-Term
	Define design elements for each neighborhood that reinforce neighborhood identity and sense of place.	

FOCUS AREA: SENSE OF COMMUNITY

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Protect Park City's character and unique sense of place.</i>	Encourage the design of new development that is compatible with the scale, aesthetics and materiality of historic structures for Old Town and the character of each individual neighborhood.	Ongoing
	Limit development on agricultural lands to farm buildings, on-site housing, and accessory structures for operational agricultural sites.	
	Incentivize high quality design that respects the existing character and scale of Park City.	
2B <i>Strengthen existing neighborhoods through context-sensitive design requirements and creation of gathering places.</i>	Allow for improved connectivity between neighborhood nodes, such as through trails.	Near-Term
	Identify needs for gathering places by conducting a study to see if there are community park deficits within certain neighborhoods and plan for these in conjunction with the nodes identified in the Node Types Map.	
2C <i>Strive for equity and plan for all groups within the community.</i>	Continue to support and advance efforts related to community engagement for typically underrepresented demographics, including young people and those community members whose first language is not English.	Ongoing
	Work with other local governments to ensure community needs related to access to healthcare, childcare, multi-modal transportation, food, and other basic services are provided for all community members including underserved groups.	
	Work with community partners to provide information and facilitate conversation around planning topics with the Spanish-speaking community.	
	Study the needs of an aging community to consider opportunities to age in place, like attainable housing options, accessibility & mobility, services near residential areas, and programs to avoid isolation and loneliness.	
	Support community organizations and programs that provide bilingual education and communication opportunities.	

FOCUS AREA: SENSE OF COMMUNITY

STRATEGY	ACTIONS	TIMEFRAME
2D <i>Provide easy access to trails and recreation opportunities.</i>	Link mobility and transit improvements with trail and recreation access.	Ongoing
	Incentivize trail corridors and connection to existing trails in new developments or redevelopments.	
	Create a trail access management plan that includes parking and transit solutions at trailheads.	
2E <i>Continue to support Arts & Culture and incorporate it into the public realm.</i>	Incentivize public art as part of new developments by requiring art installations for larger developments and mixed-use development in accordance with the city's public arts policy.	Ongoing
	Update existing public art map / brochure with QR codes at art installation locations where more information about the artist and artwork is available.	
	Continue to support local artists and events.	
	Consider other types of summer festivals in partnership with the resorts for vibrancy.	
	Explore updates to the Land Management Code related to maker's spaces and adaptive reuse to ensure they are allowed in context-appropriate locations.	
	Support installation of public art on city owned parcels.	
	Support public art projects, festivals, and events that showcase the work and achievements of local and regional artists and craftsmen.	
	Support live music and other arts and culture events, including concert series, street performances, and festivals in resort areas, business districts and community gathering spaces, including alignment with special event permitting and municipal code regulation.	
	Explore a potential amphitheater or other type of facility for live music events.	

FOCUS AREA: LAND USE AND GROWTH

STRATEGY	ACTIONS	TIMEFRAME
3A <i>Protect open space, discourage sprawl, and direct growth inward.</i>	Allow context appropriate infill in existing neighborhoods to discourage sprawl and utilize existing infrastructure.	Ongoing
	Identify local and regional wildlife corridors through designation of open space and/or an overlay zone to ensure safe connections between natural areas for wildlife movement. Include overland wildlife corridors for SR 224, SR 248, and US 40 to accommodate wildlife movement.	
	Update the Sensitive Lands Overlay to ensure consistency with the original Overlay that reflects best practices.	
	Update the Land Management Code to allow for smaller lot sizes and compact development.	
	Study the incorporation of Accessory Apartments in residential neighborhoods where compatible to enable compact and efficient development in areas with existing infrastructure.	
	Continue to review and update the city's code to support the idea of mountain views along key entry corridors.	
	Ensure ecosystems health and wildlife corridors are reflected in zoning.	
	Create additional site planning requirements to site development in a way that preserves vegetation, slopes, landforms, and the like.	
	Evaluate and locate a new light industrial zone, and medical cannabis production establishment overlay.	

FOCUS AREA: LAND USE AND GROWTH

STRATEGY	ACTIONS	TIMEFRAME
3B <i>Create walkable mixed-use nodes that can accommodate new growth, while providing access to services, retail and transportation.</i>	Incentivize and support residential development in and near Infill Nodes in areas like Quinn's Junction, Resort Center, and Old Town, consistent with the Node Types Map.	Medium-Term
	Incentivize and support small scale commercial development in and near Infill Nodes, consistent with the Node Type map.	
	Plan for future residential development in conjunction with transportation efforts, focusing along key transportation Corridors, consistent with the Node Types Map.	
3C <i>Evaluate potential station area planning around future BRT stops.</i>	Analyze the possibility of applying to HTRZ funding if area adjacent to future BRT stops complies with minimum density and affordability requirements defined by state law.	Long-Term
3D <i>Encourage infill development and enable a variety of housing typologies that provide a diverse mix and respond to the needs of various demographic and socioeconomic groups.</i>	Update residential and commercial Zoning Districts to allow for small scale residential infill where compatible with existing neighborhood character and scale.	Near-Term
	Allow the creation of Accessory Apartments in residential neighborhoods when compatible with existing character, and located in near proximity of transit, amenities, and services.	
	Explore the use of Design Guidelines to ensure that infill development is compatible with existing neighborhood mass and scale.	
	Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City.	
3E <i>Create a comprehensive plan for City properties and rights-of-ways to evaluate areas that need improvement in preparation of the 2034 Olympics and beyond.</i>	Analyze availability of public properties and potential for small scale housing that can serve athletes and can then become workforce or seasonal housing.	Near-Term
	Prepare a plan of specific action with deadlines to ensure the community is at its best when hosting the Olympics in 2034 and beyond.	

FOCUS AREA: TECHNOLOGY

STRATEGY	ACTIONS	TIMEFRAME
4A <i>Support the Integration of Smart City Infrastructure and technology that supports energy efficiency and renewables.</i>	Develop a Citywide Fiber and Conduit Master Plan to ensure new developments and infrastructure projects incorporate high-speed broadband capacity.	Long-Term
	Promote co-location of small wireless facilities on existing structures and integrate aesthetically into the built environment, reducing the need for future macro towers.	
	Ensure the City's land use regulations accommodate emerging technologies, including small wireless facilities and smart infrastructure.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5A <i>Develop a clear understanding of the ski era resources in Park City.</i>	Conduct a Reconnaissance Level Survey (RLS) by 2026.	Near-Term
	Conduct an Intensive Level Survey (ILS) of key clusters/areas identified during the RLS by 2027.	
	Establish an honorary designation for properties identified as contributing to this era of Park City's history.	
5B <i>Confirm the key resources and sites related to Park City's Olympic host legacy.</i>	Create a GIS feature layer to document 2002 Olympic host-related sites and their key attributes.	Near-Term
	Create an ArcGIS StoryMap or Web Experience page to provide information regarding Park City's Olympic host-related sites in a user-friendly format.	
5C <i>Continue to document and monitor Mining Era resources, especially in Park City's residential and business districts, which provide the foundation of Park City's historic resources and character.</i>	Identify potential Mining Era resources not currently on the Historic Site Inventory and clarify why they are not included (e.g., removal requested, insufficient documentation, etc.)	Ongoing
	Streamline the current Historic Sites inventory into an online, searchable database using GIS or other location-based tools.	
	Update the knowledge of identified Mining Era residences with additional details to further the understanding of their importance and contribution to Park City's history.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5D <i>Continue to recognize preservation projects, share success stories to inspire future efforts, and provide technical resources to property owners.</i>	Invest in and expand education, outreach, and recognition efforts.	Ongoing
	Establish an annual event designed to celebrate exemplary preservation efforts, while also providing a regular means to educate and inform property owners about the benefits and opportunities of historic preservation.	
	Showcase the sustainability of historic preservation efforts by documenting and sharing information about the estimated embodied energy, durability of materials, and passive features of structures.	
5E <i>Provide access to historic preservation best practices, recognizing the range and diversity of Park City's historic resources.</i>	Provide regular training opportunities for staff and board members to understand and apply best practices to Park's City's regulatory and policy framework for historic resources.	Near-Term
5F <i>Continue to educate the community and visitors about the history and evolution of Park City.</i>	Celebrate and highlight Park City's mining, skiing, and 2002 Olympic Host legacies as defining eras for the city's character and history.	Ongoing
	Create an online resource, such as a webpage or ArcGIS StoryMap, to serve as a means for celebrating property owners' ongoing stewardship and preservation of the City's historic resources within the Historic District.	
	Use the online stewardship and preservation resource to provide: - A high-level and user-friendly overview of the purpose of the Historic District Regulations. - An overview of the process for making modifications to their properties. - Potential resources available to support property owners in their preservation efforts.	
	Leverage Park City's 2002 Olympic Host legacy to prepare for and support the 2034 Olympic Games.	
	Collaborate with the resorts and the Park City Museum to create educational and promotional materials for the Ski Resort and Olympic eras.	
	Continue to collaborate with the resorts, Friends of Ski Mountain Mining History, and the Park City Museum to create educational and promotional materials featuring the intersection of Park City's mine sites and resort activities.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5F <i>Continue to educate the community and visitors about the history and evolution of Park City.</i>	Collaborate with the Park City Museum to update and develop self-guided walking tour resources, in physical and digital formats. Evaluate developing both streamlined and more detailed versions to appeal to a range of ages and interest levels.	Ongoing
	Continue to celebrate Park City's history through public art and integrate historic information into existing and future educational and informational resources, such as the Park City Public Art StoryMap.	
	Consider developing a walking tour application for use on mobile devices with a collection of tour options highlighting the diversity of Park City's historic resources and eras.	
5G <i>Collaborate with the Park City Museum, Utah Historical Society, and other partners to help tell the story of less well-known aspects of Park City's history.</i>	Document and confirm additional details regarding the ethnic, cultural, and social groups that have called Park City home, either temporarily or long-term.	Near-Term
	Create a means to highlight and further recognize additional details, such as a plaque, award, or other means of recognition, in addition to existing forms of celebration and recognition.	
	Establish or expand educational materials that focus on Park City's historic and current cultural and ethnic diversity.	
	Develop a guided walking tour focused on highlighting areas historically occupied by ethnic groups, such as Park City's Chinatown.	
5H <i>Continue to support the adaptive re-use of historic buildings through a variety of incentives.</i>	Develop online resources and/or self-guided walking tour resources, such as ArcGIS StoryMaps to provide opportunities for residents and visitors to learn more about the many aspects of Park City's history.	Ongoing
	Continue to research, identify, and utilize financial incentives for historic preservation efforts.	
	Continue to offer the Historic District matching grant program to offer incentives for preservation, rehabilitation, and renovation of historic landmark sites. Consider having a "focus" for each round of grants to highlight different types of properties and needs.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5I <i>Establish a range of options to incentivize the preservation of the documented historic resources associated with the ski era.</i>	Establish financial incentives for qualified resources of the ski industry identified by the Ski Era Intensive Level Survey (ILS).	Long-Term
	Financial incentives for preserving and celebrating the ski era can be established as a separate grant program or revolving loan fund from the programs supporting Park City's current Historic Sites Inventory, with requirements tailored toward ski era resources.	
	Consider regulatory exceptions for ski era sites, such as setback flexibility or parking exemptions, for property owners that record a facade easement.	
	Consider density bonus incentives if the ski era resource(s) of a site undergoing redevelopment are preserved.	
	Consider the acquisition of ski-era resources for transformation into affordable housing opportunities.	
5J <i>Continue to foster collaborative efforts to preserve, protect, and promote Park City's historic resources.</i>	Continue to partner with Friends of Ski Mountain Mining History and the ski resorts on celebrating and highlighting the intersection of Park City's skiing and mining culture.	Ongoing
5K <i>Proactively work to protect the historic mining sites and structures from both physical and environmental damage.</i>	Establish an annual (or other regular recurring) wildfire mitigation process, to clear vegetation around/adjacent to historic mining sites.	Near-Term
	Establish strategies to counteract and prevent vandalism of remote mining sites and structures.	
5L <i>Continue to explore opportunities to integrate historic preservation with other initiatives, such as sustainability, workforce housing, arts/culture, and recreation/trails/open space.</i>	Integrate affordable and attainable housing with the preservation of historic structures, including the acquisition of additional properties.	Ongoing
	Create an awareness campaign to promote the connections between Historic Preservation and Sustainability.	
	Develop a tracking mechanism for estimating the embodied energy in Park City's existing and historic resources.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5M <i>Proactively work to protect Old Town's historic resources from wildfire damage.</i>	Collaborate with Rocky Mountain Power on efforts to underground power lines.	Near-Term
	Prioritize Old Town and the City's historic districts for undergrounding completion.	
5N <i>Support the integration into Park City's older and historic neighborhoods of small-scale mixed-use components near existing clusters of commercial or mixed-use to discourage sprawl and support walkable neighborhoods.</i>	Review the Land Management Code (LMC) to identify barriers to integrating mixed uses in Historic Districts.	Medium-Term
	Establish parameters for the size, scale, and extent of allowing mixed uses in neighborhoods.	
5O <i>Continue to regularly assess and evaluate the Regulations for Historic Districts and Historic Sites in the Land Management Code (LMC) for consistency and potential modifications that further preservation efforts while supporting a degree of flexibility.</i>	Consider requiring more detailed mitigation plans to ensure construction activity does not cause physical damage or disturb the future integrity of nearby Historic Sites.	Ongoing
	Annually evaluate and update, as needed, the LMC to maintain regulatory consistency and to reflect changes and developments in available materials and best practices for sustainability.	
	Evaluate streetscape standards that support walkability efforts and reinforce the historic nature of Park City's older neighborhoods/urban form.	
	Evaluate modifications that may target better infill compatibility for the Historic Districts.	
	Evaluate updates to the LMC to support the preservation and compatible rehabilitation and/or renovation of ski era structures.	
	Evaluate the potential for a Carbon Tax or Land Management Code update to incentivize the reuse and renovation of existing and historic structures rather than demolition.	
	Consider integrating requirements for deconstruction of historic structures to the Application for Demolition and Certificate of Appropriateness for Demolition process.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5P <i>Periodically review newly constructed infill projects for suitability and compatibility of infill development within the Historic Districts.</i>	Identify issues that threaten the aesthetic experience of the districts and refine the LMC based on findings. The aesthetic experience shall be measured from the pedestrian experience at the primary street frontage.	Near-Term
	Analyze the influence of site design and architecture as part of the review, including the impact of setbacks, fence height, and fence location on the streetscape and the pedestrian experience.	
5Q <i>Continue to support the activation of Main Street, promoting and strengthening this area as the historic core of Park City.</i>	Continue the partnerships with the Historic Park City Alliance (HPCA) and the Park City Museum to address the needs and concerns of local business owners.	Ongoing
	Retain a civic presence in the Main Street area.	
	Continue to use Main Street as a key location for events, festivals, and celebrations. Ensure improvements are geared toward supporting these crowds – restrooms, drinking fountains, shade, etc.	
	Develop a grant program tailored for business owners of historic commercial structures.	
	Evaluate and document potential new assets in the Main Street area through a bi-annual Reconnaissance Level Survey (RLS).	
	Retain existing historic assets in the Main Street area using regulations, design standards, and a range of incentives.	
	Regularly review and update the LMC to: - Ensure vertical zoning is effective for creating and maintaining a vibrant streetscape. - Ensure compatible infill while supporting the use of new materials and construction methods and techniques.	
	Work to re-establish a cultural element in the Main Street area through strategic partnerships.	

FOCUS AREA: HISTORIC PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
5R <i>Support efforts for a multi-modal, pedestrian-friendly environment along Main Street and within Old Town.</i>	Regularly evaluate ongoing Land Management Code regulations for residential and commercial parking requirements and identify opportunities to reduce the impacts of parking in Old Town.	Long-Term
	Regularly evaluate the ongoing Old Town Residential Parking Permit program to ensure balance between resident, business, and visitor parking.	
	Continue to prioritize people-centric spaces and enhance the pedestrian experience, providing opportunities to engage with, and understand the heritage and evolution of Main Street.	
	Transform surface parking lots into underground parking structures to create opportunities for more open spaces or compatible infill development.	
	Update the Land Management Code to encourage pedestrian-oriented design and to minimize the visual impacts of cars in the Historic Districts.	
	Establish and enforce lower speed limits on Main Street, Park Avenue, and side residential streets surrounding Main Street and Old Town.	
	Intersperse small open spaces and gathering places as opportunities to establish vantage points and sight lines for enjoying important view corridors, vistas, and historic assets.	



MODERATE INCOME HOUSING

We will provide housing options for various groups, including workforce, seniors, and first-time home buyers.

Departments required for Implementation: Housing, Planning.

Partnerships required for Implementation: Mountainlands Community Housing Trust, Park City Chamber, Historic Park City Alliance, Resorts, Major Employers.

FOCUS AREA: VARIETY OF HOUSING OPTIONS

STRATEGY	ACTIONS	TIMEFRAME
1A <i>Provide a range of housing options at varying price levels that address a tiered approach (affordable, attainable) to provide diverse housing options for all ages and groups of the population.</i>	Evaluate existing incentives for construction of affordable and attainable housing. Focus on mixed-use node areas as identified in the Node Types Map.	Long-Term
	Incentivize housing developments that provide a housing mix and incorporate senior living housing.	
	Evaluate Accessory Apartment regulations to understand obstacles to development.	
	Evaluate allowing tiny homes based on compatibility with scale and surrounding land uses.	
	Regularly evaluate the Affordable Master Planned Development Code to ensure compatible projects and to update to reflect current market conditions.	
	<i>Consider an Accessory Apartment toolkit that establishes pre-approved plans and evaluates the potential for pre-fabrication and a pilot program for installations.</i>	

FOCUS AREA: VARIETY OF HOUSING OPTIONS

STRATEGY	ACTIONS	TIMEFRAME
1A <i>Provide a range of housing options at varying price levels that address a tiered approach (affordable, attainable) to provide diverse housing options for all ages and groups of the population.</i>	Create an affordable housing toolkit that aligns development needs with existing scale and character in each neighborhood as shown in the Node Types Map and proposed building typologies.	Long-Term
	Evaluate allowing duplexes in single-family neighborhoods in the context of compatibility and factors like proximity to transit and services.	

FOCUS AREA: WORKFORCE HOUSING

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Continue to facilitate workforce housing in the City and increase incentives for employment centers to incorporate workforce housing in new developments.</i>	Implement resident occupied deed restrictions to enable the workforce to live in the community.	Ongoing
	Evaluate the current code regarding parking requirements for workforce housing development that is deed restricted and within a ¼ mile walk of a transit stop that includes a sidewalk / trail to access. Update as needed.	
	Coordinate with regional partners, resorts and major employers to create workforce housing.	
	Expand the City's land banking program to include sites for workforce housing.	
	Regularly review the Land Management Code incentives for affordable housing to make sure they reflect current market conditions.	
	Work with private landowners including resorts, to expand housing stock and typologies.	
	Create land use regulations for seasonal workforce housing typologies like single-room occupancy or dormitory-style projects that reflect best practices, provide quality amenities for tenants, and are compatible in scale, massing, and design.	
	Establish a strategic plan with local governments, businesses, and developers to build local expertise and share the risk and return for housing projects.	
	Evaluate existing and pipeline developments, water and wastewater infrastructure, and traffic generation to determine where capacity exists for deed restricted infill housing.	



WATER AND OPEN SPACE PRESERVATION

We protect our resources and plan for future generations and climate change. We strive to preserve our open and natural lands and create a green buffer around Park City.

Departments required for Implementation: Water, Sustainability, Planning, Transportation, Engineering, Executive, Trails and Open Space, Building, Environmental Regulatory Affairs.

Partnerships required for Implementation: Property Management Companies, Park City Chamber, Historic Park City Alliance, Summit County, Wasatch County, Summit Lands Conservancy and Utah Open Lands, Homeowner and Master Owner Associations, Property Owners, Business Owners, UDOT, State and Federal Agencies.

FOCUS AREA: WATER PRESERVATION		
STRATEGY	ACTIONS	TIMEFRAME
1A <i>Reduce water demand and protect water supply through collaboration, education, and technology.</i>	Continue to incentivize water efficiency improvements in existing developments, such as offering rebates for turf replacement, smart irrigation controllers, or water audits.	Long-Term
	Encourage remodels and conversions of outdoor spaces to adopt water-efficient landscaping.	
	Continue updating land use regulations to reflect best practices for water-wise landscaping, including examples like native plantings and drip irrigation systems.	
	Continue to support water conservation initiatives including pricing tools, leak detection, place-based data measurements, and water-wise policies to conserve existing supply.	

FOCUS AREA: WATER PRESERVATION

STRATEGY	ACTIONS	TIMEFRAME
1A <i>Reduce water demand and protect water supply through collaboration, education, and technology.</i>	Combine regulatory tools and incentives to encourage adoption of water-wise landscaping practices in both new developments and retrofits of existing properties, such as establishing enforceable water efficiency standards for landscaping, including a maximum water budget and plant water use categories tailored to local climate and soil conditions and evaluating site-level water demand—with a focus on outdoor use—during the development approval process to ensure long-term water efficiency and cost savings.	Long-Term
	Partner with programs like Localscapes and Utah Water Ways to amplify water conservation messaging and adoption of sustainable landscaping practices.	
	Continue to explore tiered water pricing strategies to incentivize efficient use and reduce wasteful consumption.	
1B <i>Protect and improve water quality through a holistic and collaborative approach.</i>	Safeguard water delivery systems from wildfire threats by installing fire-resistant materials, establishing defensible space around key infrastructure, and incorporating green infrastructure and water infiltration practices.	Long-Term
	Monitor and evaluate PFAS levels in groundwater wells and assess feasibility of treatment options; incorporate findings into mitigation planning.	
	Work with ski industry partners to proactively manage and mitigate emerging contaminants, like PFAS, through treatment and dilution strategies.	
	Evaluate risks associated with artificial turf, particularly its contribution to microplastics and PFAS contamination, and consider alternatives that support water efficiency and public health.	
1C <i>Continue to maintain water infrastructure in a state of good repair.</i>	Continue to develop and implement a 20-year asset management plan to anticipate needs and budget for aging infrastructure improvements.	Ongoing
	Identify water infrastructure investments that align with 2034 Winter Olympic Games planning, leveraging opportunities to secure external funding or partnerships.	
	Continue to coordinate with other departments to align water infrastructure upgrades with other capital projects to minimize costs and impact to the public.	

FOCUS AREA: OPEN SPACE CONSERVATION

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Protect and enhance natural environments for current and future generations through managing use, preventing degradation of environments, maintaining or improving ecological functions and biodiversity, and protecting existing natural areas from development.</i>	Continue to support policies that protect, rehabilitate, and maintain wetlands, riparian zones, and other natural areas to enhance their ability to filter pollutants, provide habitat for wildlife, and store water.	Long-Term
	Create and adopt a natural resource management plan for public open space to balance human use with ecosystem health, forest health, and protection of biodiversity. Natural resource plans should address best practices for urban environments including, but not limited to, erosion and invasive species.	
	Develop additional carbon sequestration projects, such as open space conservation, carbon-sequestering vegetation growth, and biochar application (i.e., soil amendments using processed plant matter that is carbon rich produced from biomass sources such as wood chips, plant residues and agricultural waste products).	
2B <i>Continue conservation efforts to increase the land preserved as open space.</i>	Utilize the 2025 Park City General Plan's conservation analysis layer to create a matrix to prioritize open space acquisitions based on existing environmental conditions and community values, including ecosystem health, sensitive lands, wildlife corridors, viewsheds, and recreation.	Ongoing
	Continue to use restrictive covenants such as deed restrictions and conservation easements to protect and expand open space values.	
	Continue to allocate annual dedicated public funds to ongoing open space acquisitions and associated maintenance to maintain key ecological resources, wildlife habitats, and/or migration corridors.	
	Evaluate increased opportunities for preservation of open space through comprehensive updates to the Transfer of Development Rights (TDR) sending zones and identify appropriate areas for increased density within receiving zones.	
	Establish land stewardship education and incentive programs for private landowners with property dedicated as open space.	

FOCUS AREA: OPEN SPACE CONSERVATION

STRATEGY	ACTIONS	TIMEFRAME
2C Support efforts that maintain, add, and/or enhance natural features within urbanized areas of Park City to reduce heat island effect and improve access to green space for residents and visitors.	Complete and implement a Forestry Plan to develop, maintain, and protect the city's tree canopy.	Medium-Term
	Evaluate areas outside of the Sensitive Lands Overlay to determine whether additional land use regulations are needed to protect the City's natural resources. Additional regulations could include: - Setbacks from water resources such as streams and wetlands based on best practices (e.g., 50 – 500 ft.) and an evaluation of the water resource. - Compatible uses that do not impact flooding or water quality in areas adjacent to streams and wetlands. - Steep slope management during development that prevents adverse effects (e.g., erosion). Consider establishing a Steep Slope Conditional Use Permit for construction on lots with slopes of 30% or greater for properties that are outside of the Historic Districts.	
	Update land use regulations related to impermeable surface area of lots to ensure proper drainage, hydrology, and mitigation of heat island effect.	
	Encourage improvements to stream corridors, such as stream restoration, streambank stabilization and/or restoration of riparian buffer areas, to enhance a range of benefits such as, but not limited to: wildlife corridor and breeding and foraging habitat improvements, water quality improvements, reduction of heat island effect, a more resilient flood zone, and a reduction in peak flow that reduces infrastructure erosion and flooding potential.	
	Encourage local agriculture through adoption of standards for community gardens and support structures within neighborhoods and public common areas. See Healthy Food Policy Project – Zoning for Urban Agriculture.	

FOCUS AREA: SENSITIVE LANDS

STRATEGY	ACTIONS	TIMEFRAME
3A <i>Support the maintenance and preservation of sensitive lands, including wildlife corridors.</i>	Update the boundary and regulations of the Sensitive Land Overlay of the Land Management Code to reflect best practices for ridgeline protection, mitigation on steep slopes, wetland and stream setbacks, and wildlife corridors and habitat.	Medium-Term
	Utilize findings of the Park City Natural Resource Inventory study to identify sensitive lands to be protected within the Sensitive Lands Overlay.	
	Identify local and regional wildlife corridors with a protected area designation, establish buffer zones around these habitats to minimize human impact and maintain natural landscapes, and implement land-use planning and zoning regulations that prioritize the preservation and connectivity of these corridors. Reevaluate local wildlife corridors approximately every 10 years unless major changes in vegetation are present which may necessitate more frequent evaluation.	
	Within Master Planned Developments, encourage development practices that minimize habitat fragmentation and maintain ecological connectivity (without increasing wildfire risk), such as cluster lot design tactics, wildlife friendly fencing, reduction of fish barriers, and contiguous open space requirements.	
	Develop overland wildlife corridors for SR-224, SR-248, and US 40 to accommodate wildlife movement. Evaluate transportation improvement projects for potential conflicts with wildlife movements.	
	Identify opportunities to reduce fish barriers, which are obstacles that impede the ability of fish to travel where necessary to complete their life cycles, and improve stream corridors during infrastructure upgrades and new development.	

FOCUS AREA: SENSITIVE LANDS

STRATEGY	ACTIONS	TIMEFRAME
3B <i>Collaborate with surrounding local governments, conservation organizations, and community members to ensure that sensitive land considerations are integrated into regional planning efforts.</i>	Collaborate with Summit County, the Wasatch Front, and Wasatch Back communities to identify and protect regional wildlife corridors and sensitive lands (e.g., collaborate with the Utah Geospatial Resource Center).	Long-Term
	Collect and share data for the systems that have influences beyond municipal borders, including: ecosystems, waterways, wildlife corridors, air quality, shared view corridors, open space, and scenic roadways (e.g., collaborate with Utah Department of Natural Resources). Incorporate findings into regional planning strategies.	
	Update the City's Annexation Policy Plan to expand the green buffer that surrounds the City and ensures that City-owned open space can be brought into the City boundary.	
3C <i>Continue to promote human health in areas affected by historic mining through comprehensive restoration programs.</i>	Continue to maintain environmental programs that embrace the City's responsibilities to protect public health and environment as set forth in the Park City's Soils Ordinance.	Ongoing
	Continue efforts to mitigate and restore contaminated soils to reduce the city's liability and demonstrate compliance with federal regulations.	
	Investigate value and feasibility of designating portions of contaminated soils as Brownfield District to potentially receive redevelopment planning assistance and EPA Brownfields Grants for future redevelopment efforts. See Brownfields Program - Utah Department of Environmental Quality.	



SUSTAINABILITY

We value our natural environment and preserve and protect natural areas.

Departments required for Implementation: Sustainability, Planning, Transportation, Trails and Open Space, Building, Environmental Regulatory Affairs, Emergency Management.

Partnerships required for Implementation: Property Management Companies, Resorts, Hotels, Major Employers, Park City Chamber, Historic Park City Alliance, Summit County, Homeowner and Master Owner Associations, Property Owners, State and Federal Agencies, Recycle Utah.

FOCUS AREA: ENVIRONMENTAL LEADERSHIP

STRATEGY	ACTIONS	TIMEFRAME
1A <i>Develop Sustainability Education and Campaign to increase awareness of existing opportunities related to energy efficiency, renewable generation, indoor air quality, and electrification measures.</i>	Advance education and partnership efforts that mitigate waste generation and GHG emissions, including second homes and nightly rentals.	Medium-Term
	Collaborate interdepartmentally to create and share resources for best practices in sustainable community development.	
	Use influence through the Olympics and Paralympics Games event period to showcase Park City's climate innovations. Message to organizing committee stakeholders how to support impactful decarbonization efforts and waste reduction strategies.	
1B <i>Develop sustainability programs to meet Park City's sustainability goals of full carbon neutrality by 2030 and 80 percent GHG reduction by 2050.</i>	Partner with organizations to provide energy reduction advisory services for residents and businesses.	Near-Term
	Partner with utilities and the state to offer building operator training on energy management for larger businesses.	
	Examine and utilize innovating green financing mechanisms to fund zero emissions infrastructure, and grant assistance for residents and businesses to reduce their energy use and GHG emissions.	

FOCUS AREA: ENVIRONMENTAL LEADERSHIP

STRATEGY	ACTIONS	TIMEFRAME
1C <i>Develop a Climate Action and Resilience Plan and implement actions to further establish climate action efforts and environmental stewardship.</i>	Develop a tracking mechanism for goals, objectives, and strategies related to sustainability and resilience to record and communicate progress.	Near-Term
	Join efforts with other local communities such as Moab, as established in their Climate Action Plan, to advocate for higher-performance building code requirements statewide.	
	Create a climate action awareness campaign to promote interdisciplinary sustainability-oriented habits that serve overall community resilience.	
	Improve and foster communication and education with residents and commercial property owners to promote sound environmental management practices and compliance requirements.	
	Engage in interdepartmental and interjurisdictional collaboration to create educational campaigns aiming to protect and improve ecosystems in Park City and the surrounding region.	
	Encourage City employees to keep current on training and best practices related to their functions within the City's environmental responsibilities, such as supporting involvement with industry groups.	
1D <i>Coordinate with community groups, businesses, and resorts to establish and implement environmental standards and practices that promote sustainable tourism.</i>	Work with community partners and conservation groups, such as the Green Business Program, to increase the effectiveness of the City's practices supporting its mission of environmental stewardship. Ensure that public participation continues to be integral to the City's environmental best practices.	Medium-Term
	Collaborate with local resorts to introduce grooming vehicles and other machinery associated with recreational opportunities with reduced carbon emissions. See precedent example: Avoriaz/Morzine, France.	
	Consult with resorts and other businesses to assess existing energy performance and emissions related to on-site buildings and operations. Work to plan for energy upgrades and community-scale efficiency and resiliency interventions.	
	Introduce a program, similar to the CopenPay Pilot Program, that incentivizes visitors to engage in activities and volunteer opportunities that encourage sustainable tourism habits.	
	Evaluate retroactive compliance requirements for outdoor lighting to protect the night sky.	
	Evaluate long-term sustainability that balances the environment, economy, quality of life and visitor experience, including exploration of local carbon offsets for increased visitor stays.	

FOCUS AREA: ENVIRONMENTAL LEADERSHIP

STRATEGY	ACTIONS	TIMEFRAME
1E <i>Continue to promote soil health through comprehensive soil remediation actions and monitoring programs.</i>	Continue long-term monitoring programs to track soil health and ensure the effectiveness of remediation efforts.	Ongoing
	Explore the value and feasibility of using phytoremediation tactics, which involves planting hyperaccumulator species that can absorb heavy metals and other pollutants from the soil, helping to clean and restore the soil over time.	
	For areas not intended for redevelopment, advance planning efforts to recontour and revegetate contaminated soils to promote natural drainage patterns, stabilize the soil, and prevent erosion.	
	Evaluate a potential grant program for soil remediation or a program to educate property owners about soil remediation grant opportunities.	
1F <i>Maintain an overarching consideration of fair and positive conditions through the implementation of all recommendations that tie to the community's values.</i>	Create a policy that ensures positive quality of life and outcomes for all residents, with reference to existing and future policies that are associated with clean energy and energy efficiency, clean transportation, remediation and reduction of pollution, clean water and wastewater infrastructure, and conservation of natural resources.	Long-Term

FOCUS AREA: WILDFIRES

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Collaborate interdepartmentally to implement actions, protocols, and policies present in the most recent wildfire hazard plans, such as the 2023 Community Wildfire Risk Assessment.</i>	Develop and implement community-wide wildfire awareness education and outreach campaigns.	Near-Term
	Maintain current pre-attack, evacuation, and community wildfire preparedness plans.	
	Engage in fuel treatments by reducing the quantity of flammable materials in and around Park City, particularly reducing fuels in the understory on the slopes and following FireWise principles around buildings. Utilize best practices in smoke and carbon emissions reduction for pile burning for on-site biochar production.	

FOCUS AREA: WILDFIRES

STRATEGY	ACTIONS	TIMEFRAME
2A <i>Collaborate interdepartmentally to implement actions, protocols, and policies present in the most recent wildfire hazard plans, such as the 2023 Community Wildfire Risk Assessment.</i>	Strengthen community and landowner relations, enabling cross-boundary collaboration and increasing the likelihood of developing partnerships to receive funding from wildfire protection grants.	Near-Term
	Use the results from current resources on Wildfire risk to prioritize fuel treatment areas. (Examples include: Park City Wildfire Risk Assessment portal (Community Wildfire Risk Assessment Engage Park City) and the Park City Community Wildfire Preparedness Plan Risk Assessment Reports. Develop and engage quantitative risk assessment analyses to model wildfire risk levels if gaps in the available risk assessments are identified.	
	Monitor the success of completed fuel treatments in locations outside Park City. Use available mapping solutions in support of awareness and planned activities (e.g., utilize resources such as https://www.esri.com/en-us/disaster-response/disasters/wildfires).	
	Integrate wildfire mitigation techniques like Defense Zones into the cities' landscaping standards.	
	Reduce wildfire ignition risk and enhance public safety by evaluating the feasibility of transitioning from above-ground to underground power line infrastructure in areas identified as high-risk for wildfires.	
2B <i>Develop programmatic approaches to assess wildfire risk on a more individualized basis and thoughtfully target spot mitigation improvements.</i>	Update building design and material standards to increase wildfire resiliency.	Near-Term
	Establish a Fire Property Assessment Program to allow property owners to understand their individualized risks and receive unique mitigation action guidance. Utilize the most up to date resources from local, state, and federal sources.	
	Provide resources to encourage creating defensible space for wildfire protection. Example from Summit County, Colorado.	
	Offer a grant program (Truckee, California) to incentivize public-private partnerships in developing wildfire-resilient projects and improvements such as fire detection equipment, fuel reduction activities, and emergency signage additions.	

FOCUS AREA: WASTE REDUCTION

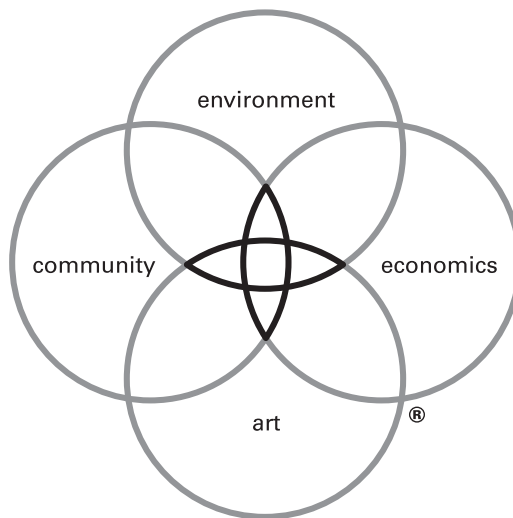
STRATEGY	ACTIONS	TIMEFRAME
3A <i>Establish waste reduction and diversion actions.</i>	Require waste reduction in construction mitigation plans through strategies such as minimizing the amount of materials where possible and waste diversion through material reuse, sorting, and recycling procedures.	Medium-Term
	Continue work with Historic Park City Alliance and expand coordination to other businesses to implement waste streams and propose an approach to zero waste.	
	Refocus outreach to restaurants and bars and expand availability of glass drop-offs to increase glass diversion.	
	Adopt resolution and code to require all businesses to register with an authorized hauler, with haulers required to disclose annual waste hauled, including materials diverted from landfill and ultimate hauling destinations.	
	Continue to support community organizations working on zero waste programs.	
	Restrict the types of materials used for to-go containers, such as Styrofoam and single use plastics.	
	Facilitate waste reduction and improved landfill diversion programs in coordination with businesses.	
	Conduct regular waste characterization studies to evaluate conditions not captured in the existing study.	
	As required by the Olympics International Organizing Committee, develop a municipal environmental purchasing policy for goods, services, and associated supply chains. See also: City of Moab Sustainability Action Plan.	

FOCUS AREA: ENERGY EFFICIENCY

STRATEGY	ACTIONS	TIMEFRAME
4A <i>Prioritize policies that support next steps in achieving energy use reduction, adoption of renewable electricity, and future carbon neutrality.</i>	Adopt a Zero Emissions Stretch Code that is integrated with ASHRAE 90.1 standard and International Energy Conservation Code best practices to promote greater energy efficiency and emission reduction than the base energy code.	Medium-Term
	Following Resolution 32-2018, which established Park City's goal of reaching 100% renewable electricity by 2030, continue to prioritize coordination with utility providers to support next steps allowable by the Community Renewable Energy Act.	
	Develop a GHG emissions inventory and tracking system to monitor energy use of different building types and any potential Olympic venues.	
	Incorporate environmental considerations as an integral part of reviewing future development and redevelopment projects. Develop policies that require contributions to locally offset the proportion of GHG emissions associated with the development's use.	
	Following Resolution 32-2018, which established Park City's goal of reaching 100% renewable electricity by 2030, continue to prioritize coordination with utility providers to support next steps allowable by the Community Renewable Energy Act.	
	Explore opportunities for Thermal Energy Networks utilization for snowmelt and heating and cooling buildings.	
	Ensure water heaters inspected adhere to ULN standard for Utah.	
	Integrate energy considerations and water conservation in the "Good Cause" review standards for plat amendments that accommodate a larger residence.	
	Partner with organizations to offer free residential energy advisory services.	
	Evaluate the feasibility of community-scale programs such as rooftop solar bulk buy or heat pumps and weatherization offers.	
	Develop a commercial energy benchmarking ordinance and program, similar to Aspen's Building IQ.	
	Review the Land Management Code for opportunities to encourage building and site improvements that support the city's climate goals.	

FOCUS AREA: ENERGY EFFICIENCY

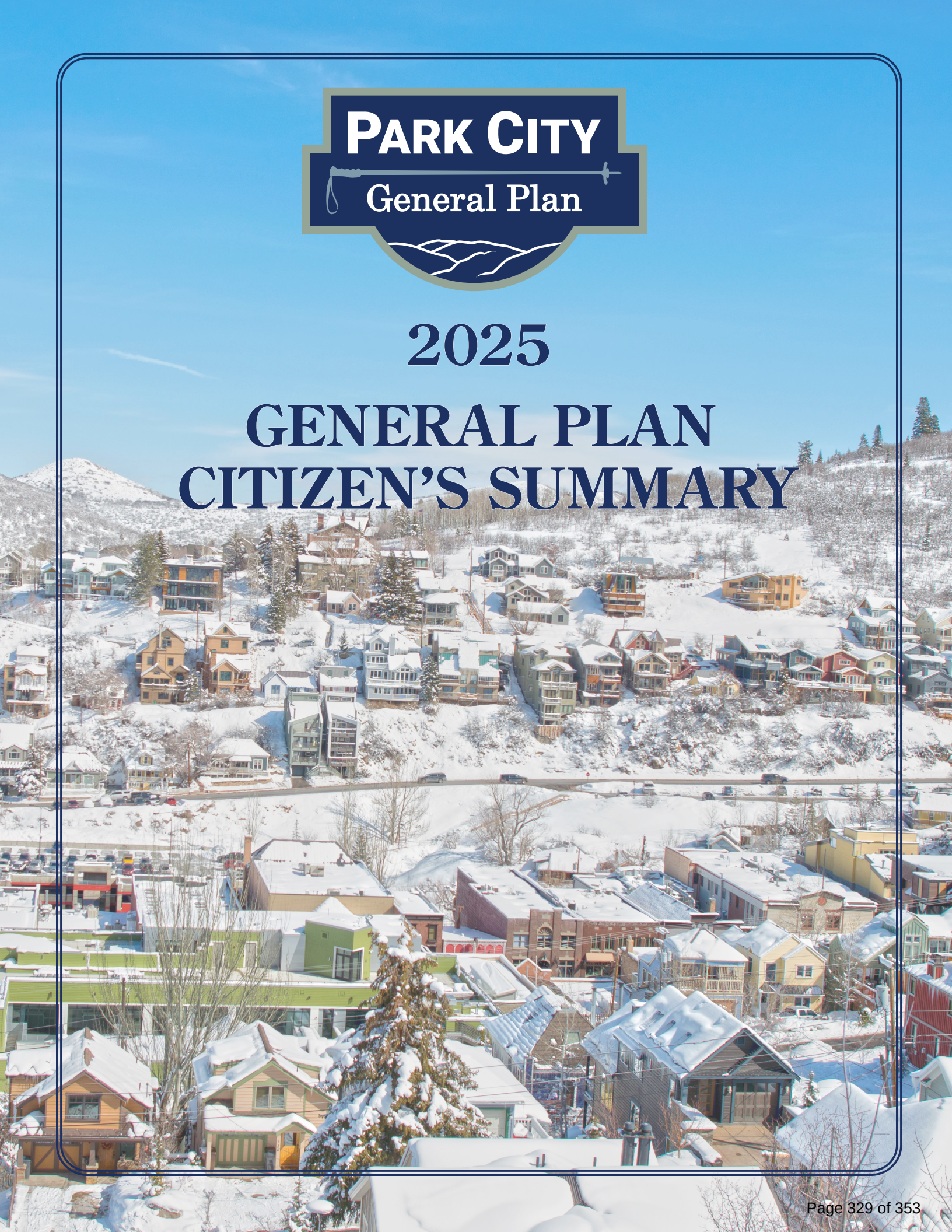
STRATEGY	ACTIONS	TIMEFRAME
4B <i>Explore modifications to transportation policies that incentivize or require more efficient operations.</i>	Develop an electric vehicle transition plan for transit vehicles to support the transition to a no- and low-energy bus fleet.	Medium-Term
	Develop a municipal fleet electrification plan.	
	Create incentives for the installation of electric vehicle charging stations in existing developments.	
	Create a sustainable freight management plan that details potential delivery hubs to reduce vehicle miles traveled by freight vehicles and associated carbon emissions within Park City.	



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PARK CITY

General Plan

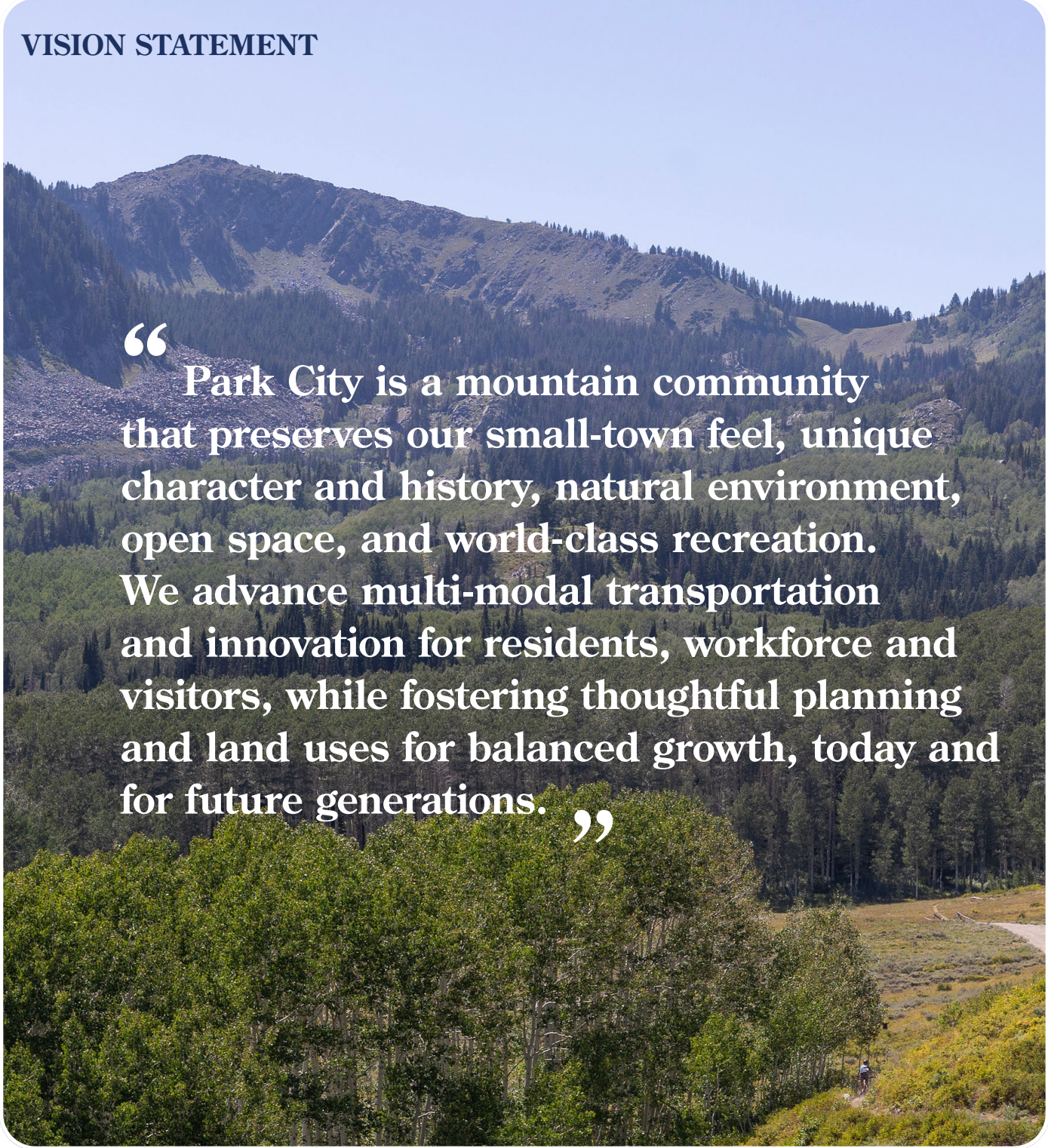
2025

GENERAL PLAN CITIZEN'S SUMMARY

OUR VISION

Park City's General Plan is the community-driven blueprint that builds upon prior planning documents and community visioning to guide future development growth, and land use policy. It captures a shared community vision based on four core values: small town, sense of community, natural setting, and historic character and five Plan themes.

VISION STATEMENT



“ Park City is a mountain community that preserves our small-town feel, unique character and history, natural environment, open space, and world-class recreation. We advance multi-modal transportation and innovation for residents, workforce and visitors, while fostering thoughtful planning and land uses for balanced growth, today and for future generations. ”

REALIZING OUR VISION

To realize our vision, the plan includes specific strategies within each Plan Theme. These provide guidance for city-wide policies, programs, and initiatives that support implementation of the General Plan Vision.

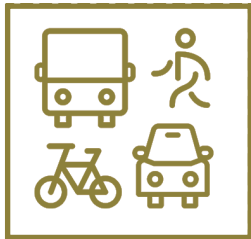
An Implementation Matrix provides additional guidance and anticipates a yearly evaluation with recommendations by the Historic Preservation Board, the Planning Commission, and staff, and City Council direction on annual prioritization.

In addition, each Park City neighborhood has an area-specific plan element. This ensures the plan can be effectively implemented on a neighborhood scale, meeting the goals of each community.

Finally, a Land Use Node Types Map provides guidance for future development and preservation throughout Park City. This map identifies areas for priority transportation, housing, and land use investments, as well as areas that should remain unchanged from today. The map provides guidance for the plan's focus areas related to land uses, transportation, housing, and sustainability.



OUR PLAN THEMES



TRANSPORTATION

We value a connected community with great access to recreation and open spaces and a variety of transportation options for visitors, workforce, and residents.

FOCUS AREAS

- Data Backed Decision Making
- Transit Improvements
- Traffic Management
- Parking
- Preserve Park City's Small Town Feel
- Walkable and Bikeable Neighborhoods
- Special Events
- Emergency Planning
- Innovation and Technology



COMMUNITY CHARACTER

We value our unique community, quality of life, and authentic character. We support a variety of options that create housing opportunities for all groups within the community. We preserve our historic districts and cultural elements and celebrate the history of Park City.

FOCUS AREAS

- Small Town Feel
- Sense of Community
- Land Use Growth
- Technology
- Historic Preservation



MODERATE DENSITY HOUSING

We will provide housing opportunities for various groups, including seniors, and first-time homebuyers.

FOCUS AREAS

- Variety of Housing
- Workforce Housing





INCOME

ousing options for
uding workforce,
ne home buyers.

ousing Options
ousing



WATER AND OPEN SPACE PRESERVATION

We protect our resources and plan for future generations and climate change. We strive to preserve our open and natural lands and create a green buffer around Park City.

FOCUS AREAS

- *Water Preservation*
- *Open Space Conservation*
- *Sensitive Lands*



SUSTAINABILITY

We value our natural environment and preserve and protect natural areas.

FOCUS AREAS

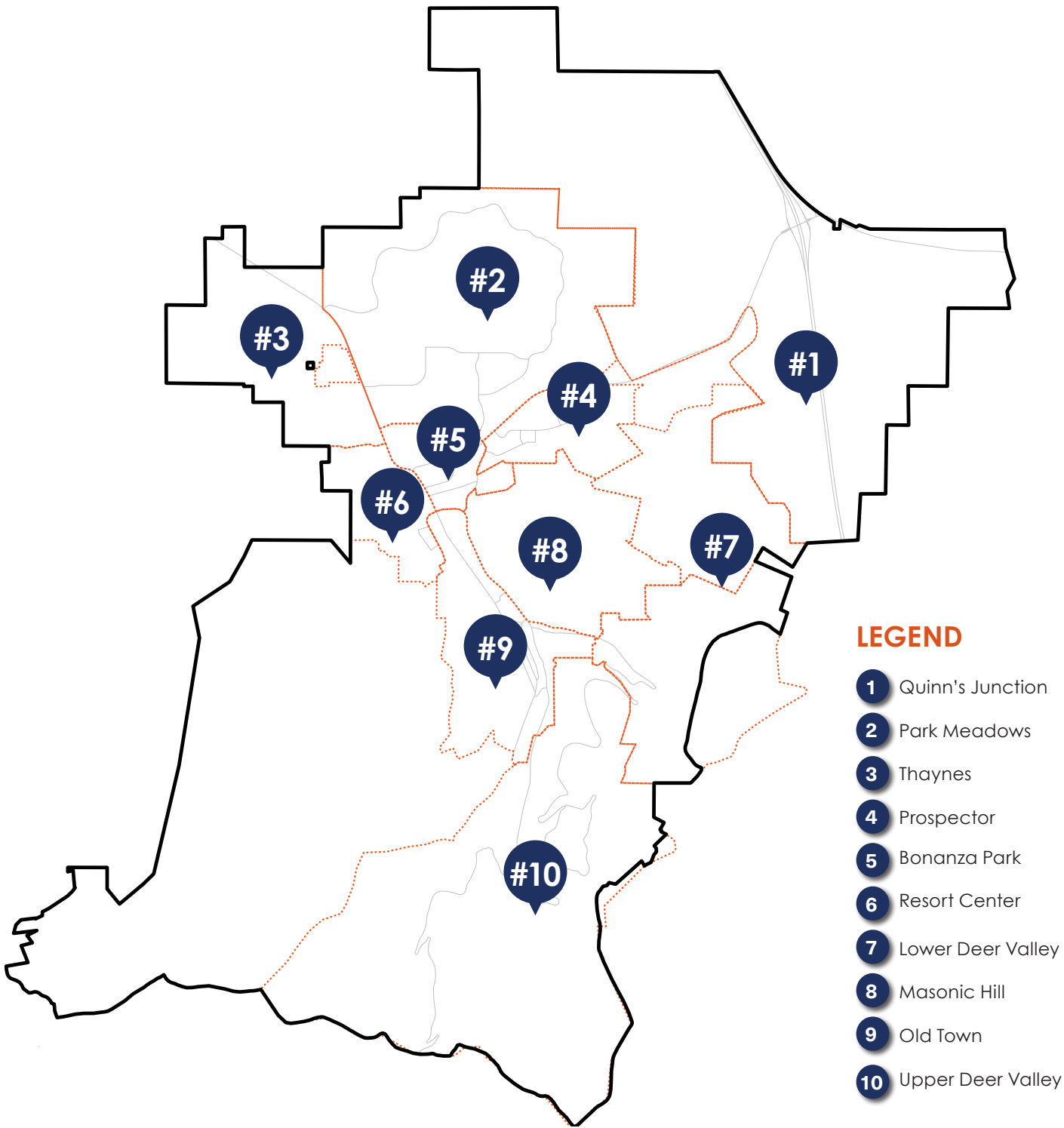
- *Environment*
- *Wildfires*
- *Waste Reduction*
- *Energy Efficiency*



OUR NEIGHBORHOOD PLANS

The Neighborhood Plans identify key characteristics of each area and specify recommendations based on feedback from each neighborhood residents. The Neighborhood Plans list specific recommendations that reflect the different character of each area, resulting in tailor made recommendations that address each neighborhood's opportunities and challenges.

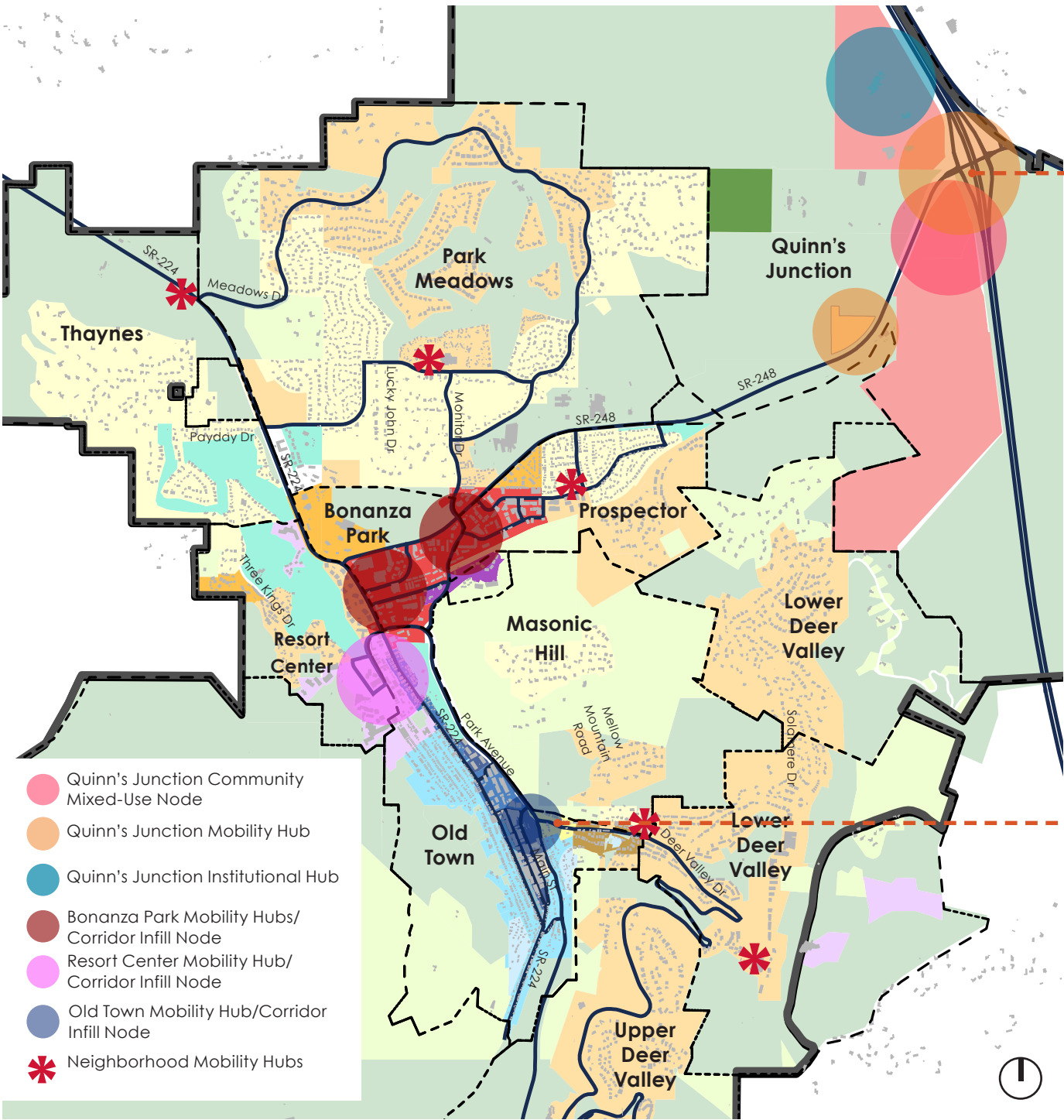
The individual plans are structured as a snapshot of each neighborhood containing details based on common parameters like total acres, population, etc. followed by specific recommendations.





LAND USE NODE TYPES MAP

The Land Use Node Types Map identifies key opportunity areas to support the Park City vision for the future. It is based on existing zoning to illustrate the current character and anticipated development patterns in each neighborhood. Specific Node Types are identified as circles on the map - these are opportunities for context-sensitive development that can implement goals around commercial, mixed-use, and housing development found in the General Plan Themes. Neighborhood Mobility Hubs are identified on the map and are intended to support first-and-last mile transportation connections within existing neighborhoods. Each node type includes a general description, anticipated future land use mix, and character imagery.



QUINN'S JUNCTION COMMUNITY MIXED-USE NODE

The proposed Community Mixed-Use node in Quinn's Junction will be a larger node that includes retail, services, office, medium density housing, high density housing, and workforce housing. This node will be located at a key intersection, like the area along 248 and will serve a larger area, with retail and services that require a larger footprint.

QUINN'S JUNCTION MOBILITY HUB

The Mobility Hub in Quinn's Junction will be a centralized location that integrates multiple transportation modes, and will serve as a key transfer point within the regional transportation network. This mobility hub will include a larger capture lot with basic services that will serve as gateway to Park City and incentivize commuters to use transit to travel into Park City employment centers.

QUINN'S JUNCTION INSTITUTIONAL HUB

The Institutional Node in Quinn's Junction will support existing institutional areas, with uses focused primarily on services and local institutions, centers of employment, and housing for employees. It will consolidate existing areas, while incorporating housing and basic services to promote a more self-sustaining and less car-dependent area.

OLD TOWN INFILL

The Old Town Infill Node will focus on strengthening the historic character of the neighborhood while doing strategic residential infill. The infill will aim to bring workforce into Old Town while preserving the historic character and scale. This will improve connectivity, enhance resident's quality of life, stabilize the workforce and business success, and boost economic vibrancy.

NEIGHBORHOOD MOBILITY HUBS

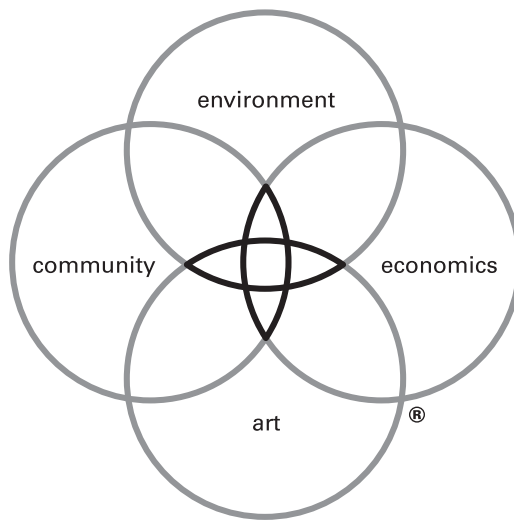
The Neighborhood Mobility Hubs will serve as smaller-scale, locally focused gateways to the regional transportation network. Typically located in residential or lower-density mixed-use areas, these hubs will support local fixed-route buses and on-demand services. They will be designed to offer seamless connections to walking and biking facilities and, in some cases, limited parking for residents to access transit.

BONANZA PARK MOBILITY HUBS/ CORRIDOR INFILL

The Bonanza Park Mobility Hubs/ Corridor Infill areas will be centralized locations that integrate multiple transportation modes, medium density residential infill (within a 1/4 mile radius), as well as basic services and retail. This node will reinforce the existing character of Bonanza Park and focus on increasing walkability, aligning with the goals of the recently adopted Small Area Plan of creating a livable mixed-use neighborhood, where local owned business and entrepreneurship will be incentivized, and affordable and workforce housing will be a part of new development. These hubs will become safe and walkable areas, with an integrated network for transit users, pedestrians, and cyclists.

RESORT CENTER MOBILITY HUB/ CORRIDOR INFILL

The Mobility Hub/ Corridor Infill Node in Resort Center will integrate medium and high density housing typologies, as well as workforce housing, services, and retail. It will offer an affordable alternative for seasonal and year-round employees, and incorporate mixed-use in an area that currently lacks these uses, with the goal of creating a more walkable environment and decreasing car dependence.



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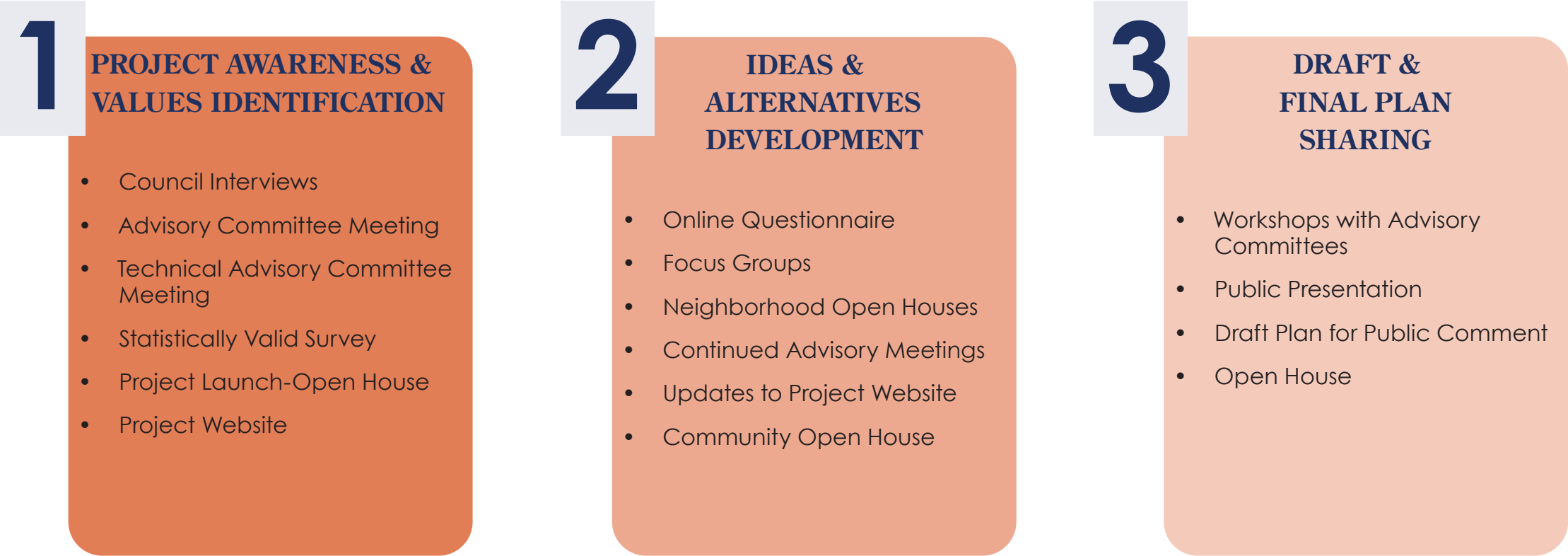
COMMUNITY ENGAGEMENT REPORT

PROCESS

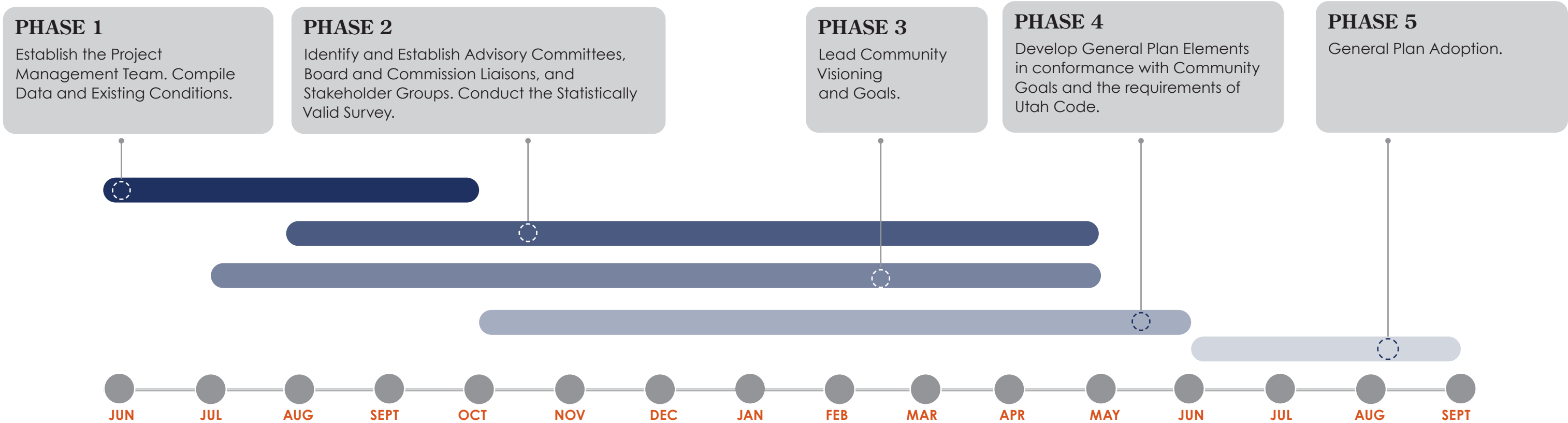
PROCESS OVERVIEW

The General Plan update process took place from June 2024 through August 2025 across five phases. In **Phase 1 (June–September 2024)**, staff compiled baseline data, then convened advisory bodies in **Phase 2 (July–October 2024)**. **Phase 3 (November 2024–January 2025)** translated community feedback into a draft vision and goals, and **Phase 4 (December 2024–May 2025)** produced the Plan’s required elements: land use, transportation, housing, water conservation. Finally, in **Phase 5 (June–September 2025)**, the draft was released for public comment and put up for adoption. **Three engagement windows** sought public input: Project Awareness & Values Identification (June–October 2024), Ideas & Alternatives Development (November 2024–March 2025), and Draft & Final Plan Sharing (April–September 2025).

ENGAGEMENT WINDOWS



PROJECT TIMELINE



OVERVIEW

ENGAGEMENT VISION

To create a shared Vision for Park City's General Plan through transparent and inclusive engagement among residents, stakeholders, and diverse voices, the project included three engagement windows.

1

ENGAGEMENT WINDOW

Project Awareness & Values Identification

SEPT - DEC 2024



Technical Advisory Committee Meetings

2

ENGAGEMENT WINDOW

Ideas & Alternatives Development

JAN - MARCH 2025



Open House 1

3

ENGAGEMENT WINDOW

Draft & Final Plan Sharing

MAY - SEPTEMBER 2025



Open House 2



Open House 3

HOW WE ENGAGED THE COMMUNITY

1,118 TOTAL PARTICIPANTS



COMMUNITY INTERACTION

- » Project Website
- » Statistically Valid Survey
- » Online Questionnaire
- » Focus Groups
- » Youth Council Work Session
- » Three Community Open Houses



ADVISORY COMMITTEES

- » Technical Advisory Committee
- » General Plan Advisory Committee
- » Neighborhood Advisory Committees



ADVISORY BOARDS

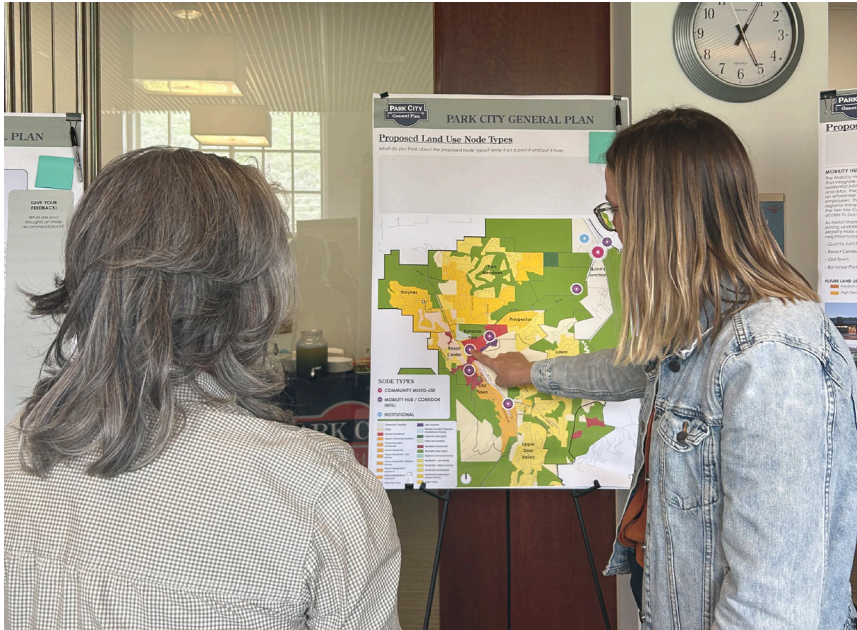
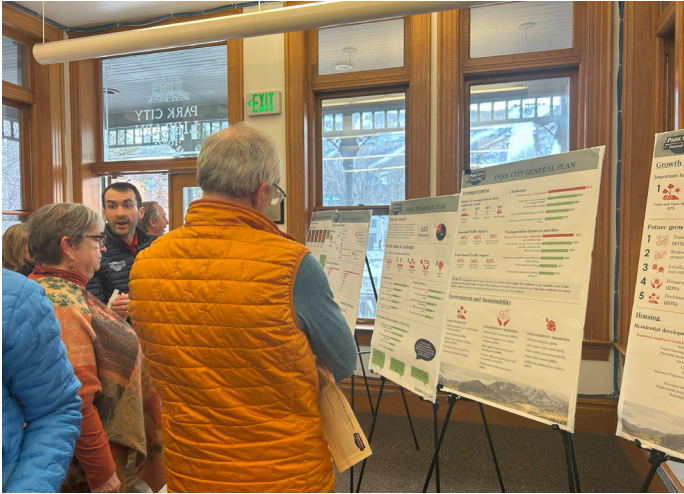
- » Historic Preservation Board
- » Public Art Advisory Board
- » Recreation Advisory Board



CITY COUNCIL AND PLANNING COMMISSION

- » City Council Interviews and Presentation
- » Planning Commission Presentation

OPEN HOUSE



OPEN HOUSE 1

At the first Open House, community members examined the preliminary framework and shared fundamental concerns about preserving Park City's authentic mountain-town character while improving functionality. Attendees provided feedback on key topics, ranging from housing affordability and limited childcare access to traffic congestion, population pressures, and infrastructure demands. Participants emphasized the need to balance tourism-driven economic vitality with climate-resilience measures, and underscored that design solutions must honor the town's historic charm.

OPEN HOUSE 2

At the second Open House, community members reviewed the draft vision and emerging land-use scenarios, particularly scenarios 1 and 2 focused on neighborhood infill, transportation improvements and housing strategies. Attendees broadly affirmed the overarching priorities, endorsing historic-preservation initiatives alongside a suite of sustainability measures such as water-wise landscaping, rooftop solar, recycling and composting programs, and broader decarbonization efforts. They also expressed moderate-to-high interest in implementing dark-sky lighting standards and establishing community gardens.

OPEN HOUSE 3

At the final Open House, community members reviewed key recommendations and strategies organized around the five plan themes. Attendees examined each theme, and provided feedback on draft strategies. The event also presented tailored recommendations for individual neighborhoods based on neighborhood open houses and featured the proposed land-use node type map illustrating potential future development areas, such as mobility hubs and community mixed-use nodes. Overall, participants actively engaged with the materials and affirmed the direction of the draft plan. They welcomed the importance of preserving neighborhood character and transportation improvements, and suggested refinements to make the strategies clearer and more actionable.

KEY TAKEAWAYS

- 1 Park City aims to become more enjoyable for residents and visitors, reducing frustrations related to traffic and housing.
- 2 The Plan should be actionable, involving goals and strategies that can be implemented.
- 3 Park City is a community-oriented place with shared interests and love for nature. It offers outdoor activities and a sense of identity to be treasured.

STATISTICALLY VALID SURVEY

WHAT WE HEARD

The Community Survey was collected from November 14-27, 2024, with a total of 453 responses. For this survey, Park City residents were randomly sampled from the City's residential utilities list and the publicly available Utah registered voter file. Survey invitations were sent via email and text message. The data were weighted to reflect the demographics of Park City residents, specifically in regard to age, gender, race, and home ownership.

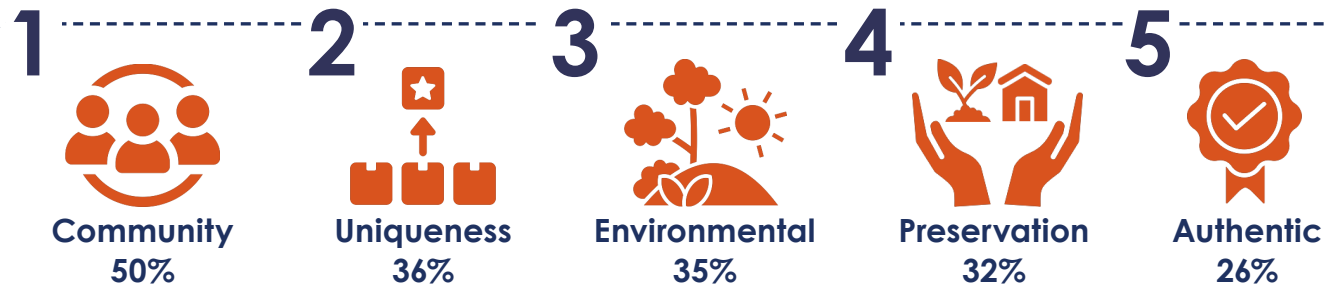


453
RESPONSES

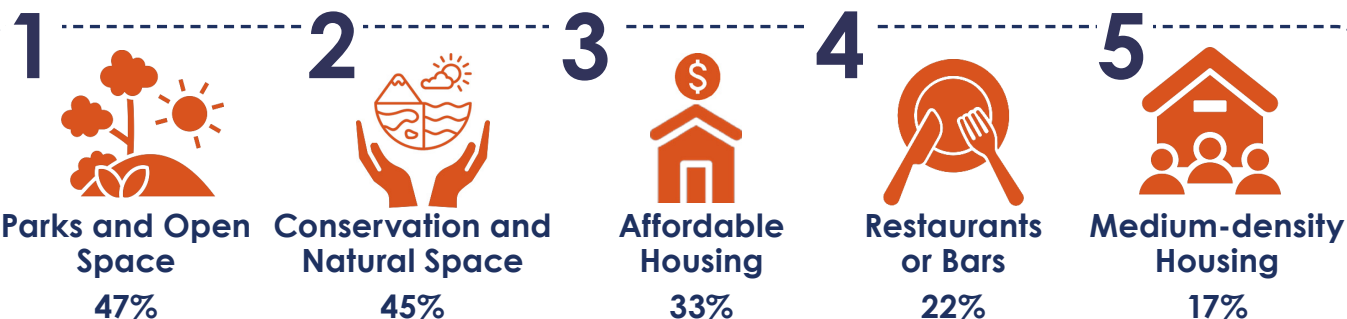
KEY TAKEAWAYS

- Park City residents are divided on the City's direction but value its small-town feel, natural setting, and outdoor activities.
- Community, environmental preservation, and a strong sense of place are top resident priorities.
- Traffic and congestion are the biggest concerns, with a strong desire for improved transportation services.
- Residents want better walkability and transit options, especially for workers, skiers, and easier access to events, recreation, and businesses.
- Nature preservation remains key, with priorities including trail expansion, open space protection, and wildfire mitigation.

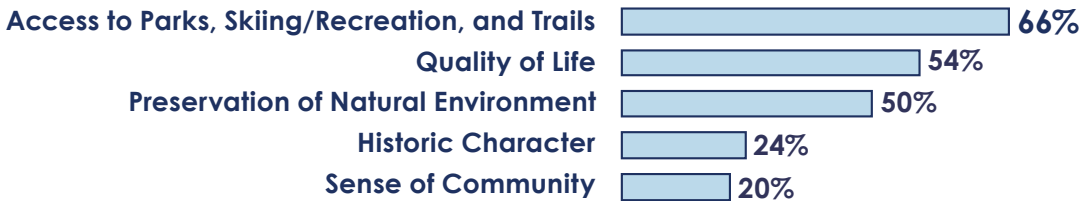
TOP 5 VALUES THAT REPRESENT PARK CITY



IMPORTANT LAND-USE PRIORITIES AT A NEIGHBORHOOD SCALE

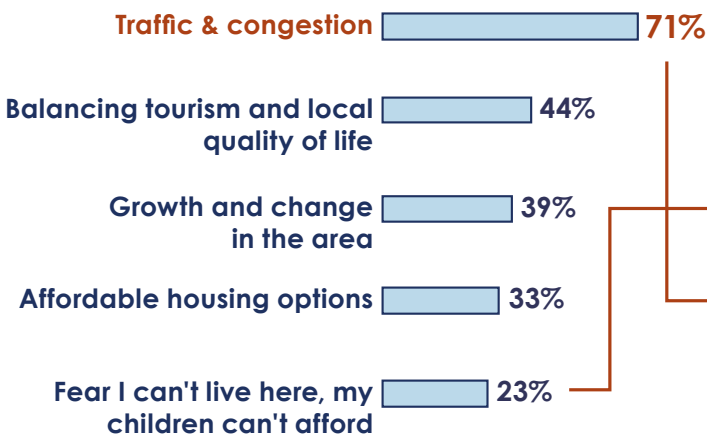


MOST VALUED CHARACTERISTICS OF PARK CITY

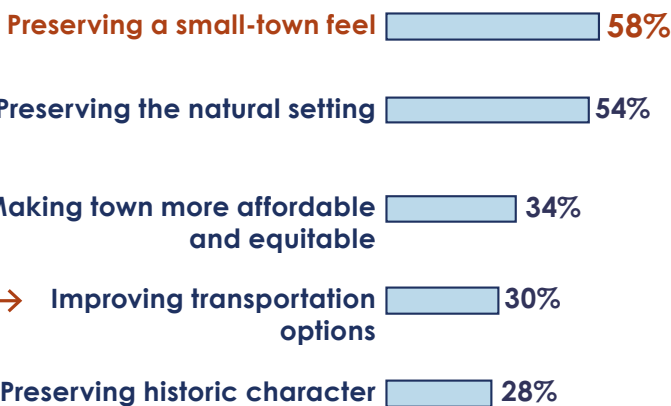


“I live in Park City because it is safe and offers a quality of life that emphasizes outdoor activity and overall health.”

CHALLENGES FACED..



GOALS TO FOCUS ON..



2 in 3

Respondents overall agree that the City should simplify transportation for residents, even if it reduces visitor access, indicating that the focus should be more on residents' needs than on visitor access.



For median income less than \$100,000 a year, affordable housing is the main priority.



Majority of Park City residents preferred varied residential developments over single-family detached homes.



“ I moved here fifty years ago specifically for skiing but stayed because of the quality of life and the opportunity to raise my children in a healthy environment.”

NEIGHBORHOOD ADVISORY MEETINGS

KEY TAKEAWAYS

- 1 Top concerns for neighborhood residents include advocating for bike/pedestrian safety along roadways and improving traffic measures to deal with congestion.
- 2 There is high demand for an expanded transportation system with more options and efficiency.
- 3 The participants emphasized the importance of maintaining the character of Park City.

NEIGHBORHOOD ADVISORY COMMITTEE MEETINGS SUMMARY

Park City includes ten distinct neighborhoods. Resident volunteers applied to serve on Advisory Committees for their neighborhood to help build project awareness and facilitate resident engagement in a series of open houses held from December 2024 through February 2025 where residents reviewed the 2014 General Plan recommendations for their neighborhood and provided input on the recommendations for the 2025 General Plan outlined in the Neighborhood Plans.

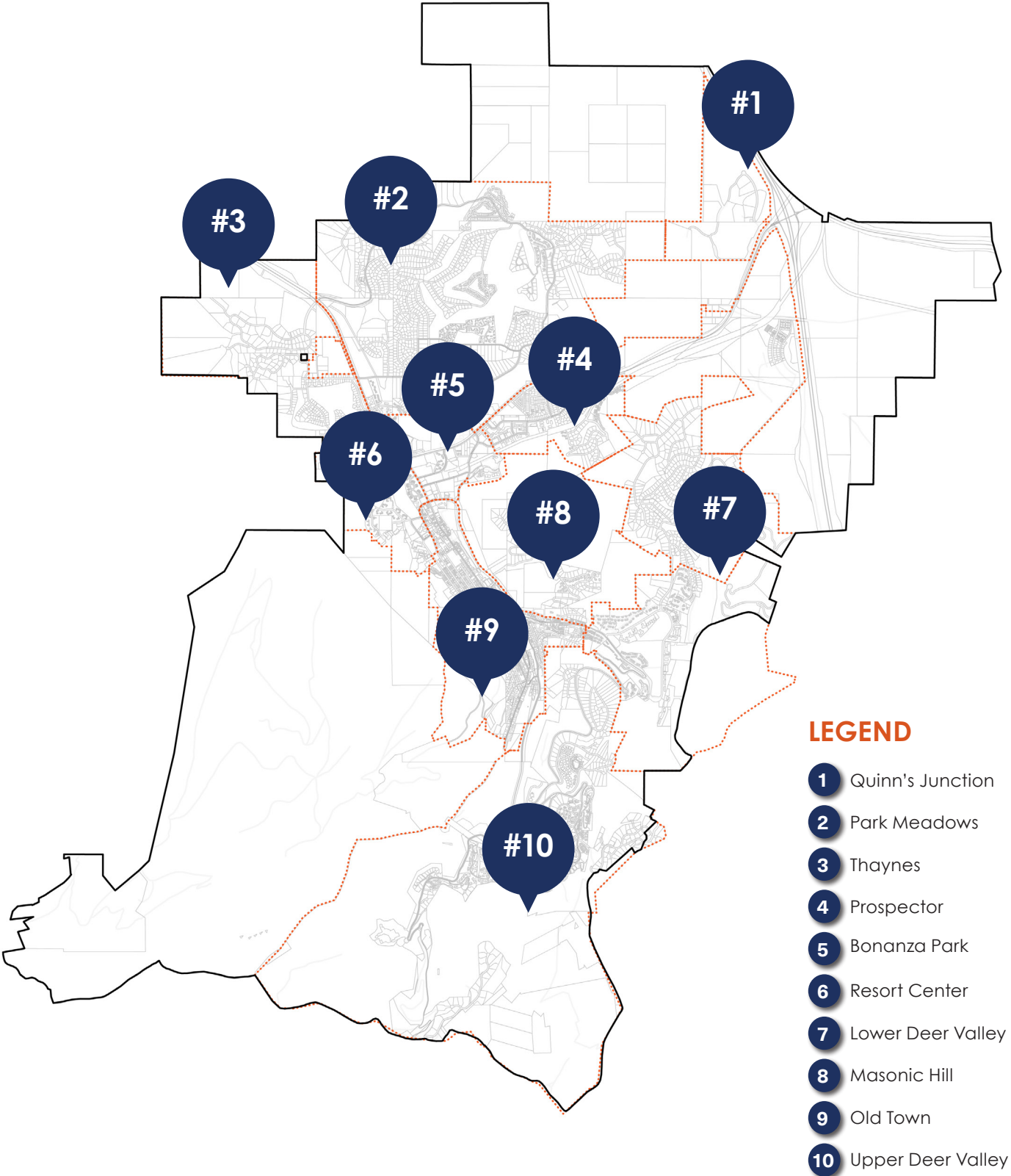
Let's Talk About Pedestrian Safety and Congestion Concerns.

Efficient Transportation Systems!

We Should Enforce Nightly Rental Restrictions!

We Need to Maintain the Safe, Small Town Vibe of Park City!

Sidewalks & Parking!



ONLINE QUESTIONNAIRE

OVERVIEW

An online questionnaire was conducted from March 4th to March 25th, to collect feedback from Park City residents and community members regarding the city's vision statement and the mission statements considered essential to realizing this vision. Participants were asked to select their preferred land-use and transportation scenarios from the provided options. Additionally, they were invited to share input on priorities and strategies related to historic preservation, conservation, and sustainability.

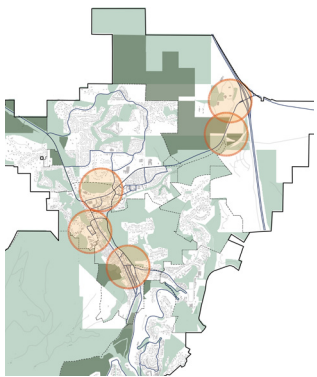


PREFERRED LAND-USE SCENARIO

1. Neighborhood Infill Development

38%

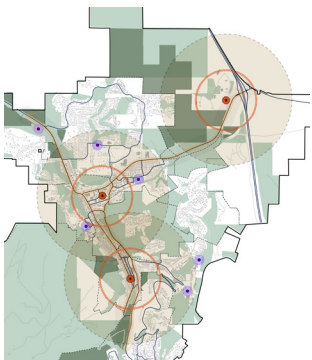
This land use strategy is ideal for a community looking to increase density thoughtfully through targeted infill, focusing on small-scale, medium-density projects that fit the local context. By concentrating new development around existing commercial areas, it emphasizes missing middle housing, employee housing, seasonal housing, and accessory dwelling units, while also incentivizing adaptive reuse. This approach supports vibrant, walkable neighborhoods, strengthens local economies, and aligns with Park City's efforts to promote housing diversity, sustainability, and balanced growth.



2. Transit Corridor Infill Development

32%

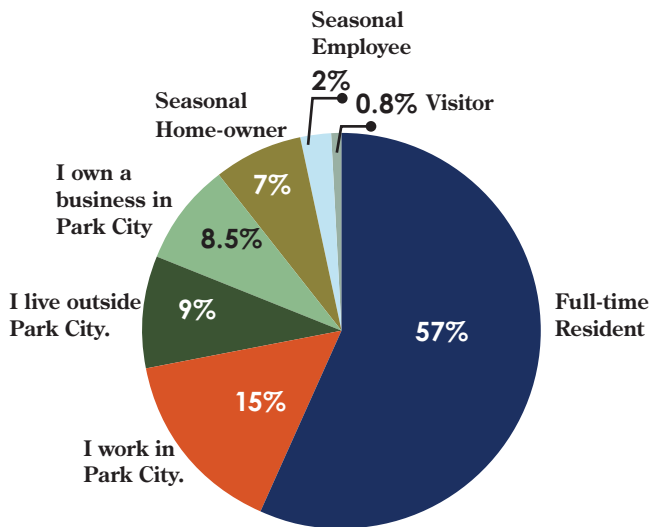
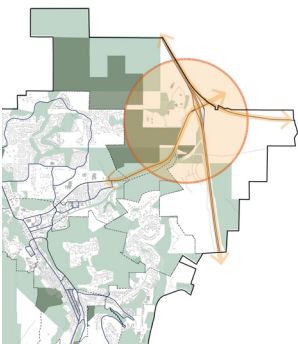
This land use strategy focuses on transit corridor infill development by increasing density along key transportation routes like Highways 224 and 248. It envisions larger mobility hubs integrated with mixed-use nodes to create a more walkable, connected system that enhances pedestrian access and incentivizes public transit use. By incorporating smaller neighborhood transit access points, this approach improves overall connectivity, supports sustainable mobility choices, and aligns with Park City's goals of linking land use and transportation to manage future development.



3. Major Mixed-Use Node Development

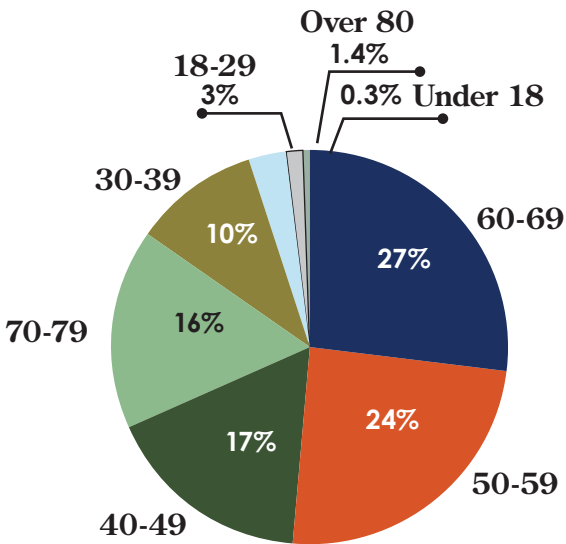
30%

This land use strategy focuses on major mixed-use node development, aiming for medium to high-density growth anchored by a central commercial and mixed-use core with a new park-and-ride. It prioritizes strong transit connections to employment and recreation areas while identifying additional smaller mixed-use nodes to boost walkability and lessen vehicle dependence. This approach supports integrated, transit-oriented development that creates vibrant, connected neighborhoods while advancing Park City's vision for sustainable and balanced community development.



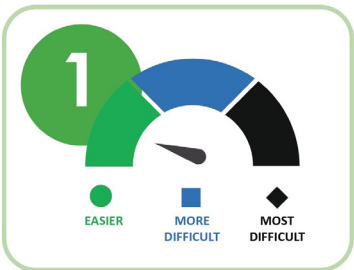
WHO DID WE HEAR FROM

WHO DID WE HEAR FROM: AGE GROUPS



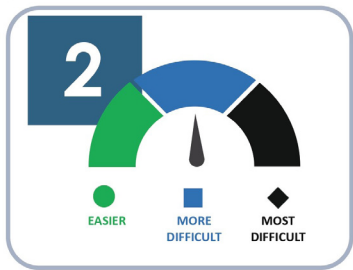
PREFERRED TRANSPORTATION SCENARIO

1: Moderate Adjustments



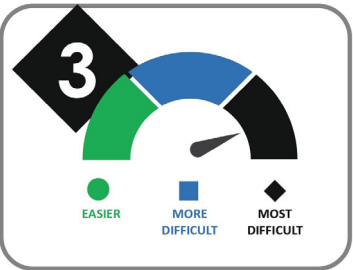
This transportation strategy is ideal for a community looking to make measurable improvements in mobility and accessibility without sacrificing flexibility. It prioritizes investments that can be adjusted over time, minimizes risk, and aligns with Park City's ongoing efforts to manage growth, reduce congestion, and enhance transportation options without drastic upheaval.

2: Pushing a Modal Shift

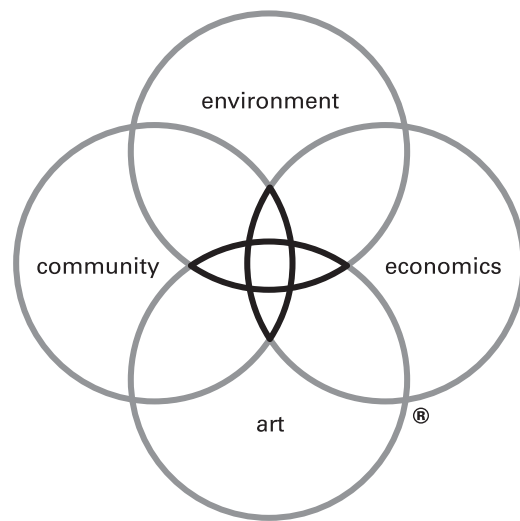


This scenario is ideal for a community ready to take a bold stance on reducing car dependency while fostering a livable, transit-oriented, and pedestrian-focused environment. It offers a decisive shift towards addressing the City's congestion management goals while preserving its character and economic vitality. Though the transition may present political and logistical challenges, the long-term benefits of reduced congestion, improved public spaces, and a shift towards more sustainable modes may make it an attractive option.

3: Transformational Change



This scenario is best suited for a community committed to a fundamental transformation toward sustainable, car-free mobility. It prioritizes people over cars, ensuring that visitors and residents alike can navigate Park City without relying on personal vehicles with consideration for the needs of residents. While the capital investment and political coordination required are significant, the long-term benefits of reduced congestion, improved public spaces, and extensive non-personal vehicle travel options make this a forward-thinking choice.



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CURRENT INITIATIVES REPORT

CURRENT INITIATIVES: TRANSPORTATION

Park City has taken significant steps since the 2014 General Plan to address traffic, congestion, and transportation options. This section describes some of these achievements.

T2: TRANSIT IMPROVEMENTS

- The City is partnering with Summit County, High Valley Transit, and the Utah Department of Transportation to establish SR-224 Bus Rapid Transit. The Re-Create 248 Transit Study is focused on transforming travel along the SR-248 corridor. By considering the regional nature of traffic patterns and transportation needs, the study aims to identify solutions that expand mobility options for visitors, the workforce, and residents. The outcome will be an enhanced transit system along SR-248. Twelve potential transit modes and two corridor alignments are being evaluated. The goal is to identify a Locally Preferred Alternative by January 2026.
- The City supported increased capture lot usage at Richardson Flat and conducted needs analysis in partnership with Summit County for future capture lot site feasibility.
- As a result of a recent Emerging Disruptors transportation study, the City is working with Summit County and stakeholders to improve airport connections to the City.
- For strengthening regional connectivity, High Valley Transit has been operating a low frequency service from Park City to Salt Lake City.
- The City piloted an on-demand micro transit system, but it was ultimately determined the pilot did not meet the goals due to the cost of operations.
- Park City Transit, Engineering, and Transportation Planning worked to improve Park Avenue bus stops and are working on improvements to 80 more stops through 2028.

T3: TRAFFIC MANAGEMENT

- Park City Forward, adopted in 2022, included 84 transportation initiatives with minimal recommendations to widen existing streets or highways.
- The City is advancing code amendments to reduce parking ratios, allow shared and off-site parking, set parking maximums, and support alternative strategies like carshare and EV spaces.
- The Bonanza Park Small Area Plan has recommendations in place for a new walkable mixed-use zone where residents can live within ¼ mile of public transit, amenities, and services.
- The City hired a traffic manager to oversee traffic operations during the peak winter and event days, when traffic and transit are the busiest and need the most operational support.
- The City operates several TDM programs including Guaranteed Ride Home, Ride On Park City, and UTA Vanpool.
- The City launched and championed the Ride On platform that educates the public on alternative transportation choices and rewards businesses and individuals who compete in monthly and seasonal challenges.

T4: PARKING

- The Downtown and Main Street Parking Management Plan was completed and is regularly reviewed and updated regarding parking rates and enforcement policies.
- On April 27, 2023, the City Council adopted an Ordinance updating bike parking requirements for new development, including standards for outdoor racks and indoor bike storage.

- The City is updating Traffic Impact Study Guidelines and the Land Management Code to establish measurable options for developers to reduce single-occupancy vehicles and enhance transit ridership, walking, biking, and other modes of transportation through parking reductions and comprehensive Transportation Demand Management plans.

T5: PRESERVE PARK CITY’S SMALL-TOWN FEEL

- The Neighborhoods First Streets Program was developed to work with residents to make neighborhoods safer and more livable by implementing traffic calming strategies, resolve street parking concerns, and generally respond to requests from the public that impact our local streets.
- In the summer of 2025, Park City is implementing temporary traffic calming measures to evaluate the effectiveness before investing in permanent improvements.

T6: WALKABLE AND BIKEABLE NEIGHBORHOODS

- City investments have been made to install bike racks throughout the community’s business districts, transit stops, and recreational facilities.
- On January 4, 2018, the City Council adopted a Resolution, approving a complete streets policy to encourage walking, bicycling, and transit use while continuing safe operations for all users and modes.
- The Bonanza Park Small Area Plan outlines possible connectivity improvements to promote a mixed-use, walkable neighborhood having access to public transit, amenities, and services.

T7: SPECIAL EVENTS

- During peak events, the peak day management team establishes a drop and load zones for private transportation carriers.



Bus Transit System



Bike Trails

CURRENT INITIATIVES: COMMUNITY CHARACTER

Park City has taken significant steps since the 2014 General Plan to protect neighborhood character, promote historic preservation, and update the development review process. This section describes some of these achievements.

C1: SMALL TOWN FEEL

- Maximum residential lot sizes were established in the Historic Residential – 1, Historic Residential – 2, and Historic Residential Medium Zoning Districts, to maintain the character of the neighborhood.
- Since 2014, the Recreation Department upgraded the seasonal dome and sports lighting on fields to maximize playing light and minimizing neighborhood impacts from light pollution. Free outdoor ice skating and cross-country skiing are also beneficial to the local and visitor alike.
- In 2017 City Council adopted an Ordinance to define Conventional Chain Business as a business with ten or more other locations that operate with standardized menus, products, apparel, architectural design, and/or signage and logo. Conventional Chain Businesses are limited to no more than seven in Storefront Property within the HRC Zoning District and no more than 17 in Storefront Property within the HCB Zoning District.
- The City offers Economic Development Grants to support local businesses, with a focus on empowering neighborhood “mom and pop” shops and to boost the local economy
- The City played a key role in securing the return of the Winter Olympics by collaborating in the bid to host the 2034 Winter Games.
- The renewal of the United States Ski and Snowboard Association agreement for the MARC to continue to be ‘An Official Training Center’ for the US Ski and Snowboard Team was renewed through the 2034 Olympic Games.
- In 2020, the City Council adopted an Ordinance establishing a cap on Nightly Rentals in the Historic Residential – Low Density Zoning District. At the request of residents, the City Council approved the following ordinances:

- » Ordinance No. 2015-44 prohibiting nightly rentals in the Neighborhood of the Historic Residential – Low Zoning District.
- » Ordinance No. 2020-38 prohibiting nightly rentals in the Meadows Estates Subdivision.
- » Ordinance No. 2021-16 prohibiting nightly rentals in the Fairway Meadows Subdivision.
- » Ordinance No. 2021-52 prohibiting nightly rentals in the Hidden Oaks at Deer Valley Subdivision.
- » Ordinance No. 2023-16 prohibiting nightly rentals in the Chatham Crossing and West Ridge Subdivisions.

C2: SENSE OF COMMUNITY

- On November 19, 2020, the City Council adopted an Ordinance to create an Urban Park Zone, providing additional protections for the long-term continuation of Rotary Park, Creekside Park, Prospector Park, City Park, and the Municipal Golf Course. This was an important resident-led partnership with the City Council and Planning and Recreation staff.
- The adopted Bike and Ped Plan outlines planned improvements between citywide parks and recreation, to improve access and connectivity opportunities in neighborhoods.
- On January 21, 2021, City Council adopted an Ordinance establishing dark sky regulations for outdoor lighting to minimize light impacts to wildlife and neighbors, preserving starry night skies. Since the adoption of the dark sky regulations, the City is retrofitting streetlights and upgrading the 118 streetlights leased from Rocky Mountain Power with dark sky compliant lights, and has brought City properties into compliance with the new regulations.

- The City has collaborated with Historic Park City Alliance, the Kimball Arts Festival, and permits special events that foster community involvement and promote arts and culture.
- In July of 2020, the City Council adopted Resolution No. 18-2020 appropriating 1% of Capital Improvement Project funds to be spent to acquire and integrate public art.
- In 2018 and 2023 the City coordinated art installations on utility boxes through the EmPOWERment project.

C3: LAND USE & GROWTH

- In July of 2024, the City Council adopted the Bonanza Park Small Area Plan to create a new mixed-use neighborhood.
- The City purchased the Treasure Hill, Bonanza Flat, and Clark Ranch open space acreage to prioritize open space conservation and thoughtful growth within the City.
- City annexed approximately 1,200 acres in the southeast Quinn’s Junction area and zoned the property Recreation and Open Space and Entry Corridor Protection and Sensitive Land Overlays to bring City-owned property allocated for open space and potential affordable housing into the City boundary.

C5: HISTORIC PRESERVATION

- Celebration & Education:*
- Ongoing recognition and celebration of preservation efforts through the City’s annual Preservation Award.
 - Education and information provided regarding outside financial support, such as state and federal historic tax credits.
 - Incentives: Financial incentives for preservation, rehabilitation, and restoration continue to be offered through the City’s Historic District Grant Program.

- Stewardship, Collaboration, and Innovation:*
- Established agreements with the two ski resort entities to identify historic mining structures and sites and implemented funding mechanisms for their preservation and protection.
 - Ongoing preservation and stabilization efforts on several high-priority mining structures.

- Documentation:*
- Completion of Intensive Level Surveys (ILS) of all the City’s designated historic resources.

- Policy and Regulations:*
- Compatibility standards implemented and adopted into the Land Management Code.
 - Consideration of flexibility regarding seasonal enclosures and temporary structures; updates regarding parking and driveways.
 - Updates to land use standards to maintain the vibrant, active nature of Main Street.
 - Proposed illustration of the Design Guidelines to provide more clarity and understanding.
 - Discussion and exploration of strategies related to enforcement of unauthorized alterations to infill projects.

- Main Street:*
- Updates to land use standards to maintain the vibrant, active nature of Main Street.
 - Collaboration on Main Street planning and revitalization efforts.

CURRENT INITIATIVES: MODERATE INCOME HOUSING

Park City has taken significant steps since the 2014 General Plan to achieve more affordable housing within the City as well as reduce barriers to build more attainable and affordable housing. This section describes some of these achievements.

H1: VARIETY OF HOUSING OPTIONS

- In 2021, the City adopted an Ordinance updating Accessory Apartment regulations to incentivize development, including removal of the requirement that the property owner live on site, removal of a cap on the number of Accessory Apartments allowed within a 300-foot radius, reducing the minimum size to 280 square feet, and allowing Accessory Apartments in the Community Transition Zoning District.
- RDA funds were used to complete three projects totaling 27 homeownership units. Another project, EngineHouse, is in production and will include 99 affordable rental units.
- In 2016, the City expanded the housing program to include two levels of affordability: affordable at 80% and below and attainable from 81-150% of Area Median Income.
- The City collects annual compliance reports for all deed restricted properties.
- Five-year housing assessments are completed with the help of the University of Utah Kem C. Gardner Institute detailing existing stock and needs.
- In 2021, a new Affordable Master Planned Development code was established to reduce setbacks and open space requirements and increase building height for projects that include more than 50% of the square footage as deed restricted affordable units.



Snow Creek Cottages



The Retreat at the Park Affordable Housing



Snow Creek Cottages

CURRENT INITIATIVES: WATER AND OPEN SPACE PRESERVATION

Park City has taken significant steps since the 2014 General Plan to reduce water consumption for both domestic and commercial uses, as well as take proactive actions towards water conservation. This section describes some of these achievements.

W1: WATER PRESERVATION

- Park City has been proactive in minimizing water consumption for both domestic and commercial applications.
 - » The City updated the water conservation plan in 2020.
 - » The City adopted a water conservation goal for Weber Basin Drainage which targets a 33 percent reduction in water loss by 2030 using 2019 as a benchmark.
 - » In the summer, almost 70 percent of Park City's water consumption is used for irrigation. Park City has implemented irrigation mandates to reduce the likelihood of overloading the roughly 11 MGD capacity of the Park City water system.
 - » Park City has made significant steps since 2014 to reduce water loss which primarily occurs as potable water is transported through pipelines to outlets. Steps include: Metering of homes, residential, commercial, irrigation and snowmaking sites; establishment of the WaterSmart Portal, and leak tracking and notification system.
 - » Following adoption of water-efficient landscape ordinances, Park City in conjunction with the Weber Basin Water Conservancy District is now offering a financial incentive to property owners that replace their grass lawns with drought and fire-resistant landscaping.



Mc Polin Barn



City's view during winter

CURRENT INITIATIVES: SUSTAINABILITY

Park City has taken significant steps since the 2014 General Plan to achieve net-zero carbon emission, incentivize energy efficient and waste reduction programs within the community. This section describes some of these achievements.

ADVOCACY

- Park City was an advocate and leader for decarbonization by starting the Mountain Towns 2030 movement in 2019, which drove Park City and others to strive for net zero carbon emissions by 2030 through the creation of a hub for participating communities to collaborate and share resources with one another.
- After the introduction of the Utah Community Renewable Energy Act, Rocky Mountain Power developed the Utah Renewable Communities program, which is a commitment to achieve net-100% renewable electricity by 2030. Park City is recognized as an anchor community, which symbolizes both its financial and ideological commitment to reaching the goals set forth by Utah Renewable Communities.
- Park City has been a member of Tree City USA for over 31 years. This initiative was created by the Arbor Day Foundation to ensure a commitment to urban forestry via adherence to four policies that contribute to the maintenance and growth of each jurisdiction's urban forest.

LOCAL EDUCATION AND OUTREACH

- Ride On Park City - A rewards program to incentivize the use of multimodal transportation to reduce congestion and carbon emissions associated with transportation.
- Try Transit Week - A biannual promotion of the local transit system through themed activities, events, and conversations with local transportation leaders.

- Summit Community Power Works Program: This program provides Summit County and Park City residents with informational resources and incentives to support their engagement with household energy and water conservation efforts. the creation of a hub for participating communities to collaborate and share resources with one another.

DECARBONIZATION BUILDINGS

- Park City established a net-zero energy performance standard for its municipal buildings in 2017, which is in the process of being updated.
- The City champions multiple incentivization programs to support developers in the construction of commercial and mixed-use buildings that operate with reduced or net-zero carbon emissions. These programs include the Utah Commercial Property Assessed Clean Energy program (C-PACE), Rocky Mountain Power's Whole Building Program, free commercial building energy assessments to all local businesses, and incentive packages for efficiency upgrades.
- Park City also has a progressive solar panel ordinance that allows the installation of solar panels.
- In addition to energy conservation, the Park City Utilities Department also uses pricing tools, water smart policies, leak detection, and place-based data measurements to support the conservation of the existing water supply.

LAND

- The McPolin Barn CO2 Sequestration Project (2018) has implemented regenerative agriculture to sequester carbon and improve soil health.
- Park City has implemented a biochar program that uses open space to reduce excess forest fire fuels, sequester carbon, and improve ecosystem health.

WASTE

- To attain the City's overall decarbonization goals, Park City has set a goal to be zero-waste by 2030.

SUSTAINABLE TOURISM ENVIRONMENTAL CONSERVATION

- Park City has integrated policies and strategies that promote environmental conservation within the Park City tourism experience. This includes the Park City Sustainability and Open Space Department management of several undeveloped lands through conservation easements, including in the Quarry Mountain and Iron Mountain areas.

RESILIENT ECONOMY

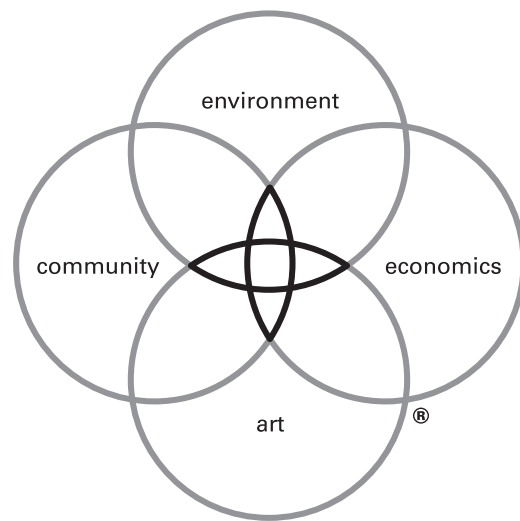
- Park City has expanded its healthcare and medical facilities, supporting economic growth and resources for residents and visitors. In addition to efforts that create industry diversity, Park City has also engaged in efforts to encourage and back more local businesses over chain businesses within the City.
- According to the Park City Chamber of Commerce, there are 83 projects in progress citywide to support sustainable tourism. Through the emphasis on sustainable tourism, Park City can remain a resilient community that serves the needs of its visitors while providing stability for residents.



Ski-Lifts



Mountain Biking Trails



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