

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 4, 2010**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, November 4, 2010.

Work Session

2:00 p.m.	Council questions/comments	
2:10 p.m.	Sister City discussion – Courchevel, France	P. 4 - 23
2:30 p.m.	Pay Plan policy	P. 24 - 36
3:30 p.m.	Community carbon mitigation projects	P. 37 - 44
4:00 p.m.	Recreation Advisory Board Visioning	P. 45 - 62
5:00 p.m.	Comstock Tunnel ribbon-cutting	

Regular Meeting

6:00 p.m.

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF OCTOBER 14 AND OCTOBER 21, 2010

P. 63 - 75

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

1. Consideration of an Ordinance approving The Yard Subdivision, located at 1251 and 1225 Kearns Boulevard, Park City, Utah

P. 76 - 89

- (a) Public hearing
- (b) Action

2. Consideration of an Ordinance approving the Second Amendment to the Courchevel Condominiums Record of Survey Plat, located at 2700 Deer Valley Drive East, Park City, Utah

- (a) Public hearing
- (b) Action

P. 90 - 117

VI ADDITIONAL DISCUSSION – AGENDA ITEMS

VII ADJOURNMENT

Closed Session – Dinner will be served

Property and litigation

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted.

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service available in Marsac Building on Wednesdays and Thursdays – 4 p.m. to 9 p.m.

Posted: 11/01/10

See www.parkcity.org

Note: This future meeting schedule is TENTATIVE and subject to change.
PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

November 2010

- 11 Quarterly goals update 3rd quarter
Budgeting for Outcomes and Pay Plan – work
Contract – Preservation Solutions - TE
310 Park Avenue – JM
2169 Monarch - KS
- 18 **Liza gone**
CDBG public hearing – Business Resource Center
Street dining debrief
PAAB interviews (45 min)
Sundance Film Festival supplemental agreement - DG
Taxi licensing ordinance– work - public hearing - action – SH
Facility leases – action - MP

25 Thanksgiving

December 2010

- 2 Final resolution – RDA refinancing – NR
RDA agreement with City
- 9 2011 Insurance Placement - CL
- 16
- 23 **Holiday**
- 30 **Holiday**

Pending Items:

Debrief of Bonanza Road construction – *things learned*
Board and commission training
Review of two year special event policy
Open space maintenance
U S Postal Service gang boxes in Old Town - MC
Wild land interface issues



City Council Staff Report

Subject: Courchevel Sister City Check-In
Author: Michael Kovacs, Asst. City Manager
Department: Executive
Date: November 4, 2010
Type of Item: Informational

Summary Recommendations:

Staff recommends Council specify its level of support for the Courchevel sister city high school exchange program by providing historical levels of support.

Topic/Description:

We will present a quick update on the status of the student exchange program our high school students participate in with high school students in Courchevel, France, and hear from Council on your desired participation level.

Background:

After World War II, President Eisenhower encouraged the creation of the sister cities programs in the U.S. as a way to connect with people around the world and promote understanding and peace.

In 1984, the City Council passed "a resolution of good will to the people of Courchevel, France." A full sister city relationship as defined by the Sister Cities International organization never took place. Over the years, there have been visits by public officials, citizens, and students between Courchevel and Park City. A summary of Council resolutions and minutes are included for reference. Courchevel selected Park City to begin the relationship recognizing our capability to be the number 1 ski resort area in the U.S. and realizing the future potential for a similar interconnected ski area.

Recently, the State of Utah passed a law to limit "dangerous extracurricular activities" and local interpretation by our school district has resulted in the discontinuation of the ability to sponsor and assist with organization of the Courchevel student exchange program. A group of concerned citizens who advocate the continuation of the student exchange is organizing and appealing to the resorts, Chamber, and the City for continued commitment to stabilize the program. The Chamber has offered to assist them. County Council Member Sally Elliot will briefly address you and her e-mail to us in early October is included for reference.

Analysis:

Previous City involvement has been minimal (about \$400 every other year) and the trip costs for the Park City students have averaged around \$1,000 for a week of skiing in Courchevel, France, one of the premier European ski resorts. Courchevel is known for its massive size and interconnects. The Mayor has typically hosted the student groups

at City Hall for an orientation and reception. We have bought hats, t-shirts, pins, etc. to give the visiting students from France. The group is requesting occasional involvement by City elected officials and some coordination assistance from City staff from time to time. Staff believes that coordination assistance is beyond our municipal mission, but are happy to provide historical levels of commitment. If the Council would like us to move in and provide co-management of the program or take it over, we can do that, but it would be an addition to our current program load without a revenue offset.

Department Review:

This briefing has been reviewed by the Executive and Legal Departments.

Alternatives:

A. Approve:

Continue to host students, provide elected level support at limited levels, and fund minor costs to continue the Courchevel relationship for our high school students.

B. Deny:

Provide no support or make any commitments to the Courchevel exchange program.

C. Modify:

Council can decide to revive the relationship and send representatives to France, take a larger ownership role in the group's efforts, or specify limits to participation.

D. Continue the Item:

Council can choose to further consider the item and meet later to decide on action.

E. Do Nothing:

Staff will interpret the general discussion, hopefully to the satisfaction of Council.

Significant Impacts:

No significant impacts will result from taking any of the above actions.

Consequences of not taking the recommended action:

Without at least a minor commitment from the City, volunteers may become discouraged and the program could falter and fail, depriving our students of valuable life experiences.

Recommendation:

Staff recommends Council specify it's level of support for the Courchevel sister city high school exchange program by providing historical levels of support.

Michael Kovacs

From: sally elliott [sallycousinselliott@gmail.com]

Sent: Sunday, October 10, 2010 9:57 PM

To: Bill Ligety; Brad Olch; Jim Lea; Dana Williams; Malone, Bill; Bob Richer; Myles Rademan; mylesrad@gmail.com; Larry Warren; Carol Murphy; Carol Murphy; Ann MacQuoid; kenmartz@hotmail.com; Shirley Smith; Shauna Kerr; Bob Wheaton; Bob Wells; Susan Galusha; Liza Simpson; Liza Simpson; Candy Erickson; Cindy Matsumoto; Cindy Matsumoto; Joe Kernan; Joe Kernan; Alex Butwinski; Andy Bernhard; Nan Chalat Noaker; Dave Thomas; Tonja Hansen; Tim Vetter; Jenni Smith; Leslie Thatcher; randy barton; Ray Timothy; Lisa Kirchenheiter; Lisa Kirchenheiter; Anne Bransford; Chris Robinson; John Hanrahan, MD; Claudia McMullin; Dave Ure; Kim Carson; Kim Carson; Tom Bakaly; Bob Jasper; Sue Galusha; Michael Kovacs; Michael Kaplan; Jackie Hunden; Evan Sachs; John Gleason; Sue Gleason; Bernard Rizzoto; Nadja Newhall; Larry Newhall; Patton Murray; Tina Quayle

Subject: Courchevel-Sister City Club

I've gone back to my old notes about our Sister City relationship with Courchevel and propose to you that we restructure the club based upon my reading of the by-laws and the way we put things back together in 1998.

For those of you who are new to this discussion, the Sister City relationship between Park City and Courchevel began in 1984 when Courchevel was a well-established ski resort and Park City was beginning to be recognized on the International scene. We were very flattered by the offer and a number of influential Park City pioneers went to Courchevel to cement the relationship.

Since that time, we supported the Olympics in Albertville, France and they came to support our Olympic efforts. Every two years (give or take a few) we have done youth exchanges between Park City High School students and Courchevel students (though there's no High School there) and we've had many wonderful parties on both sides of the Atlantic. Our students go to Courchevel with their season passes and local chaperones and ski in France during the Presidents's Holiday week. In the summer, their students come here and visit the same families who hosted them. They participate in all the things we love to do in the summer in Park City and then they go off on a camping trip in Utah's National Parks.

The Park City School District, Chamber Bureau, our three wonderful resorts and Park City Municipal have been our institutional supporters, with many community volunteers (mostly parents and teachers of students) doing the "heavy lifting".

Sue Galusha who teaches at Park City High School has been the President of the Club for many years, but she no longer teaches French and State law has prohibited the School District from sponsoring the exchange. While I understand the liability issues, it has now become impossible for us to advertise the Courchevel exchange in the school system and we must use the local media to inform students and parents of the opportunity (Leslie, Randy and Nan, may I have your ear?). I know how difficult State law can be and I'd like to change it, but that is always problematic. The result is, however, that the "school gag order" might keep some of our children from participating in this very worthwhile opportunity to make international friends at minimal expense (about \$1,000 per student for a week of skiing in France!!).

A part of the informal compact that is essential to continuing the relationship is the unique arrangement our ski resorts have made with Courchevel. Anyone who displays a season ski pass from any one of our three ski resorts is automatically offered free skiing in Courchevel and vice versa. Are you guys willing to continue that? Are you also willing to support the summer

activities of the Courchevel high school students in Park City with activities at your resorts? Tonja and Tim, please forward to Mike Goar. I don't have an email address for him.

When we re-structured the Sister City Board, according to our By-Laws, in 1998 we had nine Board Members and 4 ex officio members, as follows:

Ex Officio:

Mayor of Park City---Honorary President

Canyons

Deer Valley

Park City Mountain Resort

Board Members:

Chamber Bureau----Secretary

Park City High School French Teacher

Travel Agent---always Shirley Smith, in the past

Public Relations---either Park Record or KPCW representative

Institutional Knowledge----someone who understands the past

Treasurer---which we don't need because the Chamber has taken care of that and we don't have or need money

President

Vice-President

Business Community

Since parents participate when their children are involved, and some of us participate because we believe in the relationship, we need to establish a commitment on the part of Park City Municipal, the Chamber Bureau, the School District, Deer Valley, Park City Mountain and Canyons. Parents will volunteer if you "big guys" are willing to commit.

I will be happy to do interviews on the radio and write press releases. Though I'd love to go this year as a chaperone, my grandsons are coming to bang bumps with me and I'd really rather be with them. I'd love to pass this torch on to those of you who are younger and will be willing to carry forward.

What do you say?

--

Sally Elliott

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Park City, UT 84060

home/work: 435-649-5712

mobile: 435-640-3759

sallycousinselliott@gmail.com

RESOLUTION

Resolution No. 1-84

A RESOLUTION OF GOOD WILL TO THE PEOPLE AND CITY
OF COURCHEVEL, FRANCE

WHEREAS, the City of Courchevel, the largest ski area in the world, has selected Park City, Utah as its Sister City; and

WHEREAS, the City of Courchevel and Park City share the strength and beauty of the mountains, the love of skiing, and the enthusiasm for life necessary to make a successful resort community; and

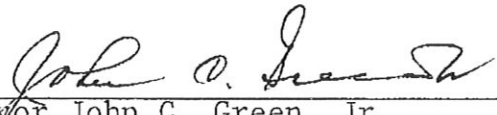
WHEREAS, a close association with a community that is at once so similar and so different from our own, offers a unique opportunity to expand our horizons, sharpen our insights, and gain a new perspective on ourselves and a broader understanding of others; and

WHEREAS, an educational, recreational, cultural, and commercial exchange with the people of Courchevel will be mutually beneficial by developing new friendships that enrich the lives of all who are associated with the program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Park City, Utah that the City of Courchevel, France is hereby accepted as our Sister City, a twin sister, and the good will of the people of our mountain village is extended to the people of your mountain village, with whom we hope to have a long relationship.

DATED this 5th day of January, 1984.

PARK CITY MUNICIPAL CORPORATION



Mayor John C. Green, Jr.

DECLARATION

DECLARATION DE BONNE VOLONTE A L'EGARD DE LA POPULATION ET DE LA VILLE DE COURCHEVEL, FRANCE

CONSIDERANT QUE, la ville de Courchevel, le plus grand domaine skiable du monde, a choisi Park City, Utah comme ville jumelle,

CONSIDERANT QUE, les villes de Courchevel et Park City ont en commun la puissance et la beauté des montagnes environnantes, l'amour du ski et l'enthousiasme quotidien nécessaire au succès d'une station de ski,

CONSIDERANT QU'UNE association étroite avec une communauté qui est à la fois si semblable et si différente de la notre, nous offre une occasion exceptionnelle d'élargir notre horizon, d'approfondir nos connaissances, et d'acquérir une nouvelle perspective de nous-mêmes et une meilleure compréhension des autres,

CONSIDERANT QUE, des échanges culturels, scolaires, commerciaux ou de loisir avec la population de Courchevel seront mutuellement bénéfiques en développant de nouvelles amitiés qui vont enrichir la vie de tous ceux qui seront associés à ce projet,

POUR TOUTES CES RAISONS IL A ETE DECIDE par le conseil municipal de Park City, Utah que la ville de Courchevel, France, est officiellement acceptée comme notre ville jumelle et que la bonne volonté des gens de nos montagnes est étendue aux gens de vos montagnes, avec qui nous espérons entamer une très longue relation.

En ce cinquième jour de Janvier, 1984.

LE CONSEIL MUNICIPAL DE PARK CITY


Mayor John C. Green, Jr.



A RESOLUTION WELCOMING THE SISTER-CITY YOUTH EXCHANGE
OF COURCHEVEL, FRANCE TO PARK CITY, UTAH

WHEREAS, on January 5, 1984, Park City officially declared its resolution of good will to the people and the city of Courchevel, France; and

WHEREAS, the value of developing a sister-city relationship is to offer the opportunity to broaden our horizons by gaining a new perspective on ourselves by understanding others; and

WHEREAS, educational, recreational, cultural, and commercial exchanges with the people of Courchevel are mutually beneficial by cultivating new friendships that enrich the lives of all who are associated with such programs, especially our youth; and

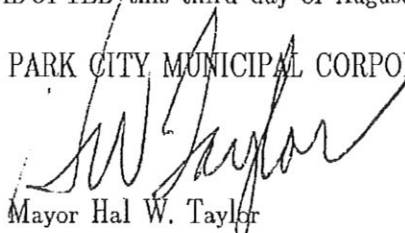
WHEREAS, the Board of Directors of the Park City Sister-City Committee and the Courchevel Summer Student Exchange Committee have organized a youth exchange for fifteen students and three chaperons from July 25 to August 16, 1989;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council wholeheartedly welcome our Courchevel visitors; wish them a productive and enjoyable stay; and encourage the community to extend the friendliness Park City is known for to our guests;

BE IT FURTHER RESOLVED that Park City appreciates our Sister-City Committee's successful efforts in promoting continued good relations with Courchevel; and also thanks the hosting families for their hospitality and generosity.

PASSED AND ADOPTED this third day of August, 1989.

PARK CITY MUNICIPAL CORPORATION


Mayor Hal W. Taylor

existing ordinance have been changed, although there are new classifications which may alter assessment fees which may have been previously determined at a different rate because of classification limitations. The Mayor invited the public to comment. Hearing nothing, the Mayor declared the public hearing on the proposed business license ordinance closed.

PUBLIC INPUT

Presentation Regarding the "Sister City" Exchange Program with Courcheval, France - Robby Beck, Assistant Marketing Director of the Park City Ski Resort discussed the active exchange program with Courcheval, France. It is the intention of the program to conduct an exchange, involving resort employees, students, and citizens of Park City and Courcheval. Ms. Beck introduced Raoul Andrews-Sudre, who is Courcheval's representative. Unlike Park City, Courcheval is comprised of four towns at different elevations. The city and the ski resort operate as one entity; the Mayor is also the Director of the resort. Messr. Andrews-Sudre expressed his excitement over the program and emphasized that Park City was not randomly selected. Main resorts were examined in the United States, but the three main reasons for designating Park City as a sister city were (1) the history of Park City, (2) the character of Park City, and (3) the potential of the ski inter-connect. It was felt that Park City has the potential of becoming the number one resort in the United States, identical to Courcheval's reputation in Europe. Discussion ensued regarding exchanging ideas for a concert/convention center and planning procedures. The Mayor pointed out the importance of including both resorts in Park City in the program. The Council expressed their enthusiasm and support of the program, and thanked Ms. Beck and Messr. Andrews-Sudre for their presentations.

The Mayor invited the public to comment on any matter of City business. Hearing nothing, the public input session was closed.

MINUTES OF MEETING OF NOVEMBER 3, 1983

Tom Shellenberger corrected the Minutes to reflect that under the ordinance vacating a portion of Samson Avenue, that the third line should read "No party" rather than "Any party" affected by the vacation. . . Mr. Shellenberger further corrected the minutes under the Mountain Fuel easement business to reflect that the easement was reduced by eight feet. Bob Wells, "I move approval of the Minutes, as corrected". Helen Alvarez seconded. Motion carried.

PUBLIC COMMUNICATIONS AND PETITIONS

1. Liquor Consent Letter from Fritz White (New Management) of Utah Coal and Lumber - and -

2. Class "B" Beer License Request for Gorilla's Games and Grub Located at the Silver Mill House at the Resort -

Bill Coleman, "I move to approve the liquor consent letter for Utah Coal and Lumber and the Class "B" beer license for Gorilla's Games and Grub". Tom Shellenberger seconded. Motion carried.

3. Acceptance of Thaynes Canyon #6 Subdivision - Mike Vance, the Community Development Director explained that this is a two-lot subdivision located at Thaynes Canyon Drive. It has been built for two years, but Mr. Vance has

4. Appointment of Council Liaison to Museum Advisory Board - and -

5. Appointment of Council Liaison to Centennial Commission - The Mayor recommended that Items 2, 3, 4, and 5 under Resignations and Appointments be postponed. Bob Wells, "I so move". Jim Doilney seconded. Motion carried.

ORDINANCES

1. An Ordinance Establishing a Regular Meeting Date, Time, and Location for Meetings of the City Council of Park City, Utah for 1984 - The City Manager explained that the ordinance reflects the continued practice of holding meetings at 5 p.m. at the Marsac Municipal Building, with afternoon work sessions convening at 1 p.m. The Mayor entertained a motion for approval. Al Horrigan, "I so move". Bob Wells seconded. Motion carried.

2. An Ordinance Adopting the Assessments on Greater Masonic Hill Improvement District - The City Attorney, Tom Clyde, explained that this has been before the Council at various stages of the process, creating the District. The ordinance needs to be amended (Paragraph (a) of Section 5, on Page 3 stricken). With that amendment, the City Attorney recommends approval. With the approval of the ordinance, the assessment of \$1,165 will be levied on each of the 451 connections within the District. There have been no objections reported to the Board of Equalization concerning the assessment from the property owners. Tom Shellenberger, "I move we approve the ordinance adopting the assessments on the Greater Masonic Hill Improvement District". Jim Doilney seconded. Motion carried.

OLD BUSINESS

Approval of Interim Warrant #5 Not to Exceed \$150,000 for the Greater Masonic Hill Improvement District - Tom Clyde explained that the the \$150,000 is cumulative between the last two requests for payment. A substantial part of this request was covered by Interim Warrant #4. The appropriate amount for Interim Warrant #5 is \$38,851.30. Bob Wells, "I move approval of Interim Warrant #5 in the amount of \$38,851.30 for the Greater Masonic Hill Improvement District". Tom Shellenberger seconded. Motion carried.

NEW BUSINESS

1. A Resolution of Good Will to Courchevel, France -- Our Sister City - The Mayor recommended a motion to approve. Bill Coleman, "I so move". Jim Doilney seconded. Motion carried.

2. A Resolution Authorizing the Issuance and Sale of Water Development Fee Revenue Bonds to Finance the City's Portion of the Greater Masonic Hill Water Tank, Pumping Stations, and Water Lines in the Amount Not to Exceed \$325,000 - Tom Clyde explained that this tank is part of the Masonic Hill water system. The tank being built has a million gallon capacity. The City has joint ventured this tank under the arrangement that the City will be receiving half the capacity for a third of the cost. The benefit to the District is the lower financing rates. The City's share of the tank is \$325,000, which covers the tank, our portion of the interest on the interim warrants, bond closing fees, and bond guarantee funds. The revenue bond is based on water development fees only, and does not pledge water connection fees or user fee, and will be paid out over a

"B" Beer License for the Corner Store". Bill Coleman seconded. Motion carried.

Bob Wells	Aye
Tom Shellenberger	Aye
Al Horrigan	Aye
Bill Coleman	Aye
Jim Doilney	Abstention - for reason of business relationship

4. Request from U. S. Film Festival to Hang Banner Across Park Avenue from January 20 through January 29 - Tom Shellenberger, "I move we approve the request from the Film Festival to hang a banner across Park Avenue". Al Horrigan seconded. Motion carried.

5. Request from Cowboy Bar for Liquor Consent Letter - The Chief of Police, Frank Bell, commented that this request was previously denied by Council a few months ago. Since that time the new management of the Cowboy Bar have improved the operation, and the Police Department have had no enforcement problems with the establishment. Chief Bell recommended approval of the liquor consent letter. Bob Wells, "I so move". Tom Shellenberger seconded. Motion carried. For several months, the City Council have approved liquor consents, but State approval has been denied because of their allocation formula. Discussion ensued regarding the liquor license distribution formula (one liquor license per 6,000 people based on state-wide population, excluding private clubs). It is the intention of the Council to be represented with Chief Bell at the next Liquor Commission meeting on January 27, to establish better rapport with the Commission, and emphasize Park City's liquor enforcing efforts.

COMMUNICATIONS AND REPORTS FROM COUNCIL

1. Report from Bill Coleman, Vice-Mayor, on the Sister-City Visit to Courchevel, France - Bill Coleman pointed out the parallels between the Courchevel layout and Park City when comparing Deer Valley, Park West, Little Cottonwood Canyon, and Park City elevations. Mr. Coleman pointed out that the State of Savoie assists in aiding Courchevel, so that the socialistic type system obviously contrasts with the operation of ski resorts in the United States, and private enterprise. The Mayor of Courchevel expressed the goals of the sister-city program as (1) commercial benefits and exchange, (2) business concept exchange, and (3) exchanging of people. Mr. Coleman commented on the excellent hosting on the part of the people of Courchevel. A delegation from France will be visiting Park City in March. From a planning standpoint, Bill Ligety, Planning Director, pointed out that that Courchevel is not a place where a lot of construction is occurring, and the planning scheme has been realized.

2. Museum Advisory Board - Tom Shellenberger, Council liaison to the Museum Advisory Board, reported that the Board met for the first time on Tuesday January 10. Pat Smith, Director, is working on the first exhibit which will reflect the first 100 years in Park City.

RESIGNATIONS AND APPOINTMENTS

None before Council.

ORDINANCES

None before Council.

NEW BUSINESS

banners, what organizations, adequate and appropriate lead time for requests, types of events). Ms. MacQuoid stated that Laguna Beach, a resort community, also frequently uses banners for advertising events. However, they have an ordinance in place and she has made arrangements to provide the Council with a copy. She emphasized that it is not her intention to utilize the banner as a permanent marquee.

Frank Harris - Representing Park City Performances, added that "This is the Place" should prompt additional consideration since it is Park City's Centennial show. Also, since Main Street will be torn up this summer, the banner advertising the show is a good way to prompt people to visit Main Street.

Bill Coleman felt selected banners should generate the most information to the broadest spectrum. He stated that he felt that the two requested periods in April are reasonable, but the 4th of July slot should not be granted at this time. He also felt that banners should not be hung for long periods of time; it defeats their effectiveness, and they aren't particularly attractive.

Jim Doilney, "I move we approve the Egyptian Theatre request to hang a banner on Park Avenue on April 11-14 and April 18-21". Al Horrigan seconded. Motion carried.

Bob Wells requested that the Planning staff make a recommendation regarding banners.

Frank Harris - Commented that if there are costs incurred with putting banners up and taking them down, that they would be willing to pay the costs.

COMMUNICATIONS AND REPORTS FROM COUNCIL

Jim Doilney reported that next week the City will receive a presentation from the Community Education Task Force.

Bill Coleman expressed the appreciation of the Mayor and other delegates from Courchevel. The visit was a complete success. Mr. Coleman also passed on Jim Murphy's thanks to the City's for its cooperation in the Utah Special Olympic events.

Bob Wells welcomed Mayor Green back.

Mayor Green discussed the State Ethics Act and how it relates to elected officials' disclosure statements. The disclosure statements of the City Council have been submitted and follow these minutes as a part of the record. All disclosure statements of employees, board and commission members will be submitted to the Mayor and made part of the public record, and filed in the City Recorder's Office.

COUNCIL WORK SESSION REPORT

Al Horrigan reported that the Council meet with the Housing Authority to discuss the inducement resolution for Doilney Construction, and general employee housing ideas. In closed session litigation matters were discussed (water issues) along with personnel matters and sale of City property.

RESIGNATIONS AND APPOINTMENTS

There is \$200 million available; cities in the State are competing for the money along with the University Board of Regents. He further discussed formula for distribution and stated that he will keep the public informed on this matter.

5. Courchevel Delegation - Bill Coleman welcomed the high school students from Courchevel, France who have arrived in town. This visit is one of the activities of the "Sister City Program", which has been a tremendous success.

COUNCIL WORK SESSION REPORT

Bob Wells reported that in closed session the City discussed the proposal to purchase City property known as the Monroc property (across from the Copperbottom Inn). The appointments to the Historic District Commission were discussed and it was the consensus of the Council that it be appropriate to personally interview candidates. The hotel site, north of the Marsac Building was also reviewed. During open work session the schedule for the Comprehensive Plan and future meeting scheduling were discussed.

RESIGNATIONS AND APPOINTMENTS

1. Appointment of Craig Smith as City Recorder and Sandy Artist as Deputy City Recorder - As part of the reorganization of the Legal Department, these appointments are appropriate. Tom Shellenberger, "I move approval of the appointment of Craig Smith as City Recorder and Sandy Artist as Deputy City Recorder". Al Horrigan seconded. Motion carried.

2. Reappointment of Historic District Commission and Appointment to Fill Unexpired Term of Nina Macheel - The Mayor entertained a motion to table. Bill Coleman, "I so move". Bob Wells seconded. Motion carried.

ORDINANCES

1. Ordinance Changing the Zoning Map of Park City (Ontario Canyon Zone Change from Estate to RD and ROS) - Al Horrigan disclosed that he will be abstaining from voting because he is a listing agent for the Ontario Condominium Project.

The City Attorney explained that this should have been on the agenda a month ago when the annexation and zone change approval were passed. The legal description and ordinance has just been prepared, and adoption is in order as a housekeeping matter. It should be noted that the master plan development process will limit the development to 50 units and ensure that density in the future. Tom Shellenberger, "I move approval of the ordinance changing the zoning map of Park City". Bill Coleman seconded. Motion carried.

Tom Shellenberger	Aye
Al Horrigan	Abstention
Jim Doilney	Aye
Bill Coleman	Aye
Bob Wells	Aye

2. An Ordinance Designating a Truck Route for Access to the Silver Lake Area and Establishing the Penalties for Violations - Petitions have been received from the Marsac Avenue residents and from the Deer Valley Road residents which prompted this proposed ordinance. During work session, however, the Council arrived at alternatives which

ABD640

Jim Murphy - The transportation services would amount to \$3,452.60. Police services would total \$2,500. Street banners for both games, without isolating, would be \$200. Street flag installation amounts to \$3,820. Signs and maps, \$2,934; and bus stop signage installation, \$360; for a total of \$13,066.50. Based on Chamber/Bureau projections, \$2,369,000 would be raised in revenues for Park City.

The Mayor invited the public to comment on the public hearing. Mayor Green assured Mr. Murphy and his staff that the City will do everything possible to make the games a success. With no further statements, the public hearing was closed.

PUBLIC INPUT

The Mayor ask that the public comment on any matter of City business.

Jim Berry - Fire Chief of the Park City Fire Protection District, stated that during the recent renovation of their fire station, he discovered a long overdue award to the Mayor. Chief Berry presented Mayor Green a 25 year service certificate from the Utah State Firemen's Association.

MINUTES OF MEETING OF DECEMBER 6, 1984

Tom Shellenberger, "I move we approve the Minutes". Al Horrigan seconded. Motion carried.

CONSENT AGENDA

Bill Coleman disclosed that he will be abstaining from voting on Items 4, 11, and 13, because of client involvement related to these items.

Mike Vance, the Community Development Director, called the Council's attention to the numerous plats scheduled on the Consent Agenda, in an effort to have them recorded before the end of the year. In an attempt to cooperate with developers, some of the plats have been placed on the agenda, even though there are very minor unresolved problems. Those matters will be taken care of by Mr. Vance before the plats are recorded. However, the Community Development Director asked that the Council table Items 6, 7, 8, and 18, because the Planning Commission has not approved the plats, and it is not appropriate for Council to override the approval process. Item 14 should be withdrawn entirely.

The City Manager emphasized that the plats are thoroughly reviewed by the Community Development Director and the Assistant City Attorney. Approvals are contingent on payment to the City of property taxes, and plan review fees.

The Mayor entertained a motion to table Items 6, 7, 8, and 18; and withdraw Item 14. Al Horrigan, "I so move". Jim Doilney seconded. Motion carried.

1. A Proclamation Honoring Courchevel, France and Designating January 5th as Sister City Day in Park City, Utah - Since it has been a year since our first message of good will, and the resulting exchange of visits has been a success, Bill Coleman felt it appropriate to write and send Courchevel another proclamation in recognition of our continuing friendship.

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
FEBRUARY 5, 1987

ROLL CALL

Mayor Taylor called the regular meeting of the City Council to order at approximately 6 p.m. on Thursday, February 5, 1987 at the Marsac Municipal Building. Members present were Hal Taylor, Jim Santy, Kristen Rogers, Ann MacQuoid, and Tom Shellenberger. Jim Doilney was excused. Staff present were Arlene Loble, City Manager; Jim Carter, City Attorney; and Bob Stephens, Personnel Director.

PUBLIC INPUT

Presentation from Ellen Patmore from Sister City, Inc. - Ms. Patmore explained that Sister Cities International is an organization that was the brain child of President Dwight D. Eisenhower who decided 30 years ago as an outcome of World War II, that the United States needed to work on fostering better relations with countries overseas to ensure peace. As a result, he arrived at the idea of cities in the United States "adopting" cities overseas as their "sister city" to promote good will and international awareness among all people. It has since grown, and there are now over 1,000 cities in the United States participating in the program.

Park City, as most know, is the sister city of Courchevel, France and chosen by SCI to be the recipient of a grant as one of 20 pilot cities in the United States to participate in the Practical Trainee Worker Exchange. It is quite a honor to be chosen as many cities were interested. The purpose of the exchange is to expand on youth programs and extend to those between the ages of 18 and 25, an opportunity to visit a sister city, live or acquaint themselves with a host family, and obtain solid work experience in their field. She introduced the young citizens from France who are working and living in Park City and the exchange participants who will be going to France in the next few months.

Ms. Patmore further clarified for Council that this particular grant application for Park City was written by Tony Mitchell, former School District Superintendent who was involved with the selection of Park City's exchangees. After review, it was determined that Park City's project was a worthwhile one to fund. This particular grant (\$2,250) is earmarked to fund the travel of the Park City exchange participants. In the future, SCI is looking to expand their base of grant monies for young professional people for those up to 35 years old (i.e., city government, local businesses, ski resort industry). SCI is also developing reciprocal monies for exchangees from foreign countries where funding is difficult to provide for their youth. It is hoped that SCI will continue to receive future grants and Ms. Patmore encouraged Park City to apply next year for youth exchange, young worker exchange grants, and anything that would help spark the growth of international awareness which may result in economic benefits. There is funding available now for high school exchangees and the deadline for such application is April 7.

The Mayor thanked Ms. Patmore and expressed his enthusiasm for the program. He then invited the audience to comment on any matter of City business. Hearing none, the public input session was closed.

PUBLIC HEARING

None before Council.

5. Courchevel Sister-City Club Reception - Ann MacQuoid reported that a reception will be held at the Barking Frog on Monday evening at 5 p.m, open to anyone interested. Peregrine Travel is organizing a winter ski trip to Courchevel. The Committee is hosting 16 kids from Courchevel who will be staying in homes in Park City. A VIP package is being coordinated to host sister-city visitors in November. French classes are also being offered through this group.

VII REPORTS FROM COMMISSIONS AND BOARDS

None.

VIII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.

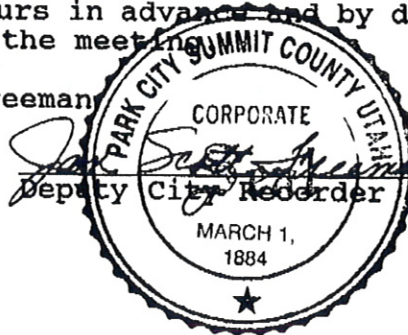
MEMORANDUM OF CLOSED SESSION

The City Council met in closed session to discuss a personnel matter at approximately 4 p.m., as advertised on the agenda. Members in attendance were Kristen Rogers, Ann MacQuoid, Ray Johnson, Jim Santy, and Brad Olch. Staff present were Jerry Gibbs, Acting City Manager; and Jim Carter, City Attorney. The meeting opened at approximately 5 p.m.

* * * * *

The meeting for which these minutes were prepared was noticed by posting 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Jan Scott Freeman



Courchevel Exchange - Ann MacQuoid commented that this week 15 teenagers from Park City's sister city Courchevel, France would be arriving in Park City. She suggested that the week of July 30 through August 7 be designated Courchevel week in Park City. Ms. MacQuoid then invited the Council and any interested parties to attend a family picnic at Rotary Park on August 6 at 6:00 p.m. All of the Courchevel students will be there with their host families and it would be a good opportunity to meet and welcome them to Park City.

Planning Charrette - Myles Rademan reported on the upcoming Planning Charette. He met earlier with the Economic Development Committee of the Chamber, who has appointed a steering committee for the Charette and would like one of the Councilmembers to be a part of that. Jim Santy agreed to represent the Council on that committee. Mr. Rademan explained that there are now 12 people who are going to sit on the Charette team and agreed to get a list of those people for the Council.

Colorado Field Trip - Mr. Rademan also reported that there are approximately 30 people who are going on the Colorado field trip and that the response from the people in Colorado is overwhelming. Mr. Rademan advised the Council to let him know if there is anything particular they wanted to learn on the Colorado field trip, and he'll have it set up.

VI REPORTS FROM COMMISSIONS AND BOARDS

Planning Commission Meeting of July 26, 1989 - Eric DeHaan reported that the Planning Commission met Wednesday, July 26th. The Commission took a field trip to the Silver Lake area in Deer Valley where they also visited a vacant lot that is currently ROS zoned at the intersection of Royal Street and Royal Street West. Deer Valley is attempting to transfer one unit of density onto what was earlier ROS and hopes to obtain approval from the Planning Commission and City Council for that transfer. Part of the discussion might center around them giving the City, as ROS zoning, the school parcel on Deer Valley Drive North.

They also reviewed a preliminary approval for Royal Plaza which is a two-story underground parking structure and two buildings located in the Silver Lake Subdivision. Deer Valley hopes to begin and complete the construction of the two-story underground parking structure in the Mariposa parking lot this summer. The Knoll Estates Subdivision plat was also approved at the meeting.

Mr. Olch asked when we might expect to have the road widened the Guardsman Connection Road. Mr. DeHaan explained there

90 - The pay plans are adopted annually in conjunction with the budget. Pay ranges in grades are based on salary survey information provided by the external market and adjustments are made accordingly each year. It is the Council's philosophy to compensate equal pay for equal work and provide merit increases as incentives, rather than across-the-board cost-of-living raises. This resolution reflects that philosophy, and staff recommends approval.

2. Approval of temporary outdoor sales permit for Valline Gallery, 1101 Park Avenue, for a sidewalk sale on August 5 and 6, 1989 - The applicant has complied with the City's business licensing provisions, and staff recommends approval.

3. Deer Valley Concert Series Master Festival Licenses for the Temptations on September 1; Carole King on August 9; and Stevie Ray Vaughn on August 22, 1989 - Since these activities are beyond the scope of Deer Valley's business license, these concerts are individually licensed through the master festival license ordinance. None of these concerts should attract crowds of more than 4,000 which is well within the manageable capacity of Deer Valley. No fee waivers are requested, and staff recommends approval.

4. Approval of temporary outdoor sales permit for Herman's Sporting Goods, 1800 Park Avenue, on August 4, 5 and 6, 1989 - Staff recommends approval.

5. Approval of a resolution welcoming the Sister-City Youth Exchange of Courchevel, France to Park City, Utah - The local sister-city committee has been reorganized this past year with Amanda Peterson as the Chairman. The committee has been successful in soliciting interest in the newly formed Courchevel Club and arranging an exchange of fifteen Courchevel youths and three chaperons. Sally Elliott, Chairman of the Courchevel Summer Student Exchange Committee certainly deserves a special thanks. A resolution welcoming our visitors and acknowledging the efforts of the sister-city committee is appropriate.

6. Approval of street closure of Main Street for Leukemia Society parade on Saturday, August 12 from 8 a.m. to 10 a.m. - See public hearing commentary.

7. Approval of sidewalk sale on August 11, 12, 13, 1989 for the following businesses:

Jans Mountain Outfitters, Resort Center and Park Avenue
Valline Gallery, Park Avenue
Albertson's, Park Avenue
Patchwork Parlor, Holiday Village Mall

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 1, 1990

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 1, 1990. Members in attendance were Sally Elliott, Ray Johnson, Bob Richer, and Brad Olch. Ruth Gezelius and Jim Santy were absent and excused. Staff present was Toby Ross, City Manager; and Rick Lewis, Community Development Director.

II PUBLIC INPUT

Sister City Program - Japan - Ken Ivory, stated that he has just returned from working in Osaka, Japan in the Mayor's Office. He urged Council to consider a sister-city relationship with a city in the Nagano area. Mayor Olch felt that the community would be very responsive to this suggestion. Ms. Elliott informed Mr. Ivory that a Park City Sister Cities Board of Directors has been formed and it would be appropriate that they be contacted.

III MINUTES OF MEETING OF OCTOBER 18, 1990

Sally Elliott corrected G&R Disposal to G&F. Ray Johnson, "I move approval of the minutes, as corrected". Sally Elliott seconded. Motion carried.

Sally Elliott	Aye
Ruth Gezelius	Absent
Ray Johnson	Aye
Bob Richer	Aye
Jim Santy	Absent

IV COMMUNICATIONS FROM COUNCIL AND STAFF

1. Curb-side recycling. Sally Elliott report that G&F Disposal has agreed to provide service in the Park Meadows area for three more pick-ups free of charge.

2. Animal control. Ms. Elliott stated that after meeting with the County Commission, it was its recommendation that Park City assist with the funding of an animal shelter.

3. Royal Street traffic concerns. Bob Richer stated that he was contacted by Jeff Smith of the American Flag Homeowners Association. Discussion ensued regarding the delay in responding, and it was pointed out while this was taken under advisement, there were telephone conversations and meetings before a written response was provided. Allowing skateboarding and rollerblading on the road was also debated.

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 8, 1990

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 8, 1990. Members in attendance were Sally Elliott, Ruth Gezelius, Ray Johnson, Bob Richer, Jim Santy, and Brad Olch. Staff present were Toby Ross, City Manager; and Jim Carter, City Attorney.

II PUBLIC INPUT

Mayor Olch reported that the City closed on the Osguthorpe Dairy yesterday. He invited the public to comment on any matter of City business. Hearing none, the public input session was closed.

III MINUTES OF MEETING OF NOVEMBER 1, 1990

Sally Elliott, "I move approval". Bob Richer seconded. Motion unanimously carried.

IV COMMUNICATIONS FROM COUNCIL AND STAFF

1. Courchevel Club - Sally Elliott announced that the meeting of the Courchevel Club will be at 5:30 p.m. at Alex's Restaurant on November 14 and the public is welcome.

2. Recycling Center - Myles Rademan reported that the foundation has not been poured for the new building and it is hoped that the building be "internalized" for the winter and outdoor bins placed behind the building. Although progress has been stalled, Mr. Rademan felt that a commitment has been made by the volunteers involved.

3. War Memorial Plaque - Myles Rademan reported that the World War I plaque will be removed from Z-Place and taken to the County Courthouse and housed with the other plaques from this building, which was formerly the War Veterans Memorial. Mr. Rademan related that there was pressure from Senator Hatch's office, local veterans, and the County Commission to relocate the plaque. Ruth Gezelius added that she hoped that in the future, if there is an appropriate place in Park City, that the veterans would consider bringing this plaque back to the community.

V REPORTS FROM COMMISSIONS AND BOARDS

None.

VI CONSENT AGENDA

III COMMUNICATIONS FROM COUNCIL AND STAFF

Shauna Kerr stated that she will be chaperoning high school students to our Sister-City, Courchevel, France. She suggested that the Miners Hospital be used as a hospitality house for Courchevel visitors during the Olympics. Peg Bodell reported on the Interagency Meeting held this week and the success of the Leadership 101 session. Rick Lewis noted that the Planning Commission concluded its review of the Environmental Element of the General Plan which will be forwarded to the City Council. The City Manager advised special meeting dates and meetings of interest.

IV WORK SESSION NOTES AND MINUTES OF THE MEETING OF JANUARY 27, 2000

Hearing no omissions or corrections, the Mayor requested a motion to approve. Shauna Kerr, "I so move". Peg Bodell seconded. Motion carried.

Peg Bodell	Aye
Roger Harlan	Aye
Candace Erickson	Aye
Fred Jones	Absent
Shauna Kerr	Aye

V PUBLIC HEARING

Continuation of hearing - Petition to vacate a portion of Ontario Avenue and a request for a plat amendment to combine seven full and five partial lots into four lots of record; Ontario Avenue right-of-way adjacent to Lots 1 - 5, Block 60, Park City Survey and Lots 27 - 32, Block 55, Park City Survey located in the Southeast quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base and Meridian - Kevin LoPiccolo referred to the discussion in work session and offered to answer any questions of Council. The Mayor invited the City Council and the public to comment.

Tony Rampton, attorney for Leslie Miller, stated that he met with Mark Harrington and suggested some language to be inserted in the findings and conditions; he is comfortable with the application. Mr. Harrington referred to the amended version which was distributed to Council today, affecting Findings of Fact No. 17 and Conditions of Approval Nos. 9 and 11. In response to a question from Roger Harlan, Mark Harrington explained that the current proposal for the width of the access road is 20 feet and the drive would have to be reconstructed in the future to meet the City's specifications for additional service to Block 52. Mr. Rampton thanked the City Council and staff for working with his clients. With no further comments, the Mayor closed the public hearing.



City Council Staff Report

Subject: Pay Plan Follow Up
Author: Kim Leier, Human Resources Manager
Bret Howser, Budget Officer
Brooke Moss, Human Resources Coordinator
Department: Human Resources
Date: November 4, 2010
Type of Item: Administrative Personnel Policy- Discussion

Summary Recommendations:

Council should discuss pay plan policy issues.

Topic/Description:

Pay Plan Follow-up, Council discussion pay plan policy

Background:

Staff presented the pay plan from an historical and technical perspective to Council on September 2nd, and a broader discussion on the overall pay plan policy was deferred.

Councilperson Kernan delivered a list of questions he requested the Council address as part of a larger pay plan philosophy discussion. This list has been reproduced and attached to this report (See attachment A). On October 14, Council requested that as part of the November 4th work session they begin their pay plan philosophy discussion with the overall question of whether the City should pay towards the top of market compensation comparisons.

Staff is returning to Council with background information on current practices and philosophy for Council discussion.

Analysis:

What follows is background information of current practices and potential alternatives for purposes of informing a policy discussion related to the question of whether the City should pay its employees toward the top of market compensation comparisons.

Current Policies & Practice

For over two decades the City has embraced a “pay for performance” pay philosophy. Current HR performance measures include the ability to “Attract and retain qualified personnel” and “Attract qualified applicant pools for City recruitments.” While no pay system or philosophy is perfect or perfectly fair, focusing on achieving Park City’s specific goals and whether we are successfully competing in the market has historically been a measure of whether our pay plan is successfully targeting the expertise and talent we require.

The current practice for setting pay uses the average of the top five midpoints with positions more than 5% below the average of the top five midpoints being recommended for reclassification consideration. This is consistent with prior Council direction to pay toward the top of the market. After the FY 2009 benchmarking process, Park City averaged a ranking of 3.5 out of 14 for the 69 benchmarkable positions classifications. There were 7 Park City positions that were ranked first in their benchmarking group.

There are 36 cities/counties in the city's benchmarking data, including the Wasatch Compensations Group, Summit County, and Colorado ski areas. These compensation surveys include an analysis of the total benefits package including insurance, retirement contributions, etc. so that the surveys are more reflective of a total compensation package. In the event that multiple positions within a classification exist in one city, the midpoint is used for that city to determine the average of the top 5.

The following chart shows how often the various cities and counties in the benchmarking data appear in the top 5:

City/County	Frequency	City/County	Frequency
MURRAY	38%	DRAPER	12%
SALT LAKE CITY	35%	STEAMBOAT SPRINGS	12%
DAVIS COUNTY	26%	WEBER COUNTY	10%
SUMMIT COUNTY	26%	MIDVALE	9%
SALT LAKE COUNTY	25%	SPANISH FORK	7%
VAIL	23%	LOGAN	7%
OGDEN	20%	CLEARFIELD	6%
OREM	20%	AMERICAN FORK CITY	4%
SOUTH JORDAN	19%	ST. GEORGE	4%
LAYTON	19%	BRIGHAM CITY	3%
UTAH COUNTY	19%	TOOELE COUNTY	3%
SANDY	19%	EAGLE MOUNTAIN	1%
BOUNTIFUL	17%	UINTAH COUNTY	1%
PROVO	17%	CACHE COUNTY	0%
WEST VALLEY	16%	IRON COUNTY	0%
BRECKENRIDGE	16%	PAYSON	0%
LEHI	16%	TAYLORSVILLE	0%
ASPEN	12%		

Due to the diverse responsibilities many Park City job descriptions have and customer service delivery expectations, finding benchmarks that include all of the functions of a position can be challenging. It is never “apples to apples”. We include the critical functions of the position when obtaining comparables and take into consideration the myriad of other responsibilities or job functions a position might have.

Every attempt is made to find a benchmark comparison for each City position. In some cases, though, no comparable position is found in the benchmarking data or too few cities have filled the most comparable position to develop a valid benchmark. Such positions are sent to the Pay Plan Committee for internal equity review. Through this

review, pay grades are assigned to positions based on relative internal positioning with benchmarked positions using such factors as supervisory responsibility, public interaction, specialized equipment training or skills, exposure to danger, budget responsibility, level of required education, etc. In the 2009 benchmarking process, benchmarks were found for 69 position classifications while 26 position classifications were put through an internal equity analysis.

In rare cases, the benchmarking data suggests that a Park City position would need to move more than one grade to be within 5% of the average of the top 5. In these cases, the positions are subjected to further scrutiny which involves removing cities from the benchmarking group that meet one or more of the following criteria: a) a personnel span of control 300% greater than Park City's position, b) skill or knowledge level greater than that of Park City's position, c) considered "greater than" benchmark due to budget responsibility, educational attainment, years of experience, etc.

Alternative Implementation Options:

1) Variation of Existing Practice:

The existing practice is an attempt to pay toward the top of the market by identifying the market (benchmarks within the Wasatch Comp Group and Colorado Ski Towns), focusing on the top of the market (average of the top 5) and moving positions into the top of the market range as necessary (grade reclassifications for positions more than 5% below the average of the top 5, which is an industry-accepted variation). If Council changes the pay plan philosophy to not pay toward the top, or if Council believes that the existing practice overshoots the "toward the top" policy, then one alternative would be to adjust the parameters of the existing practice. Options include, but are not limited to, the following:

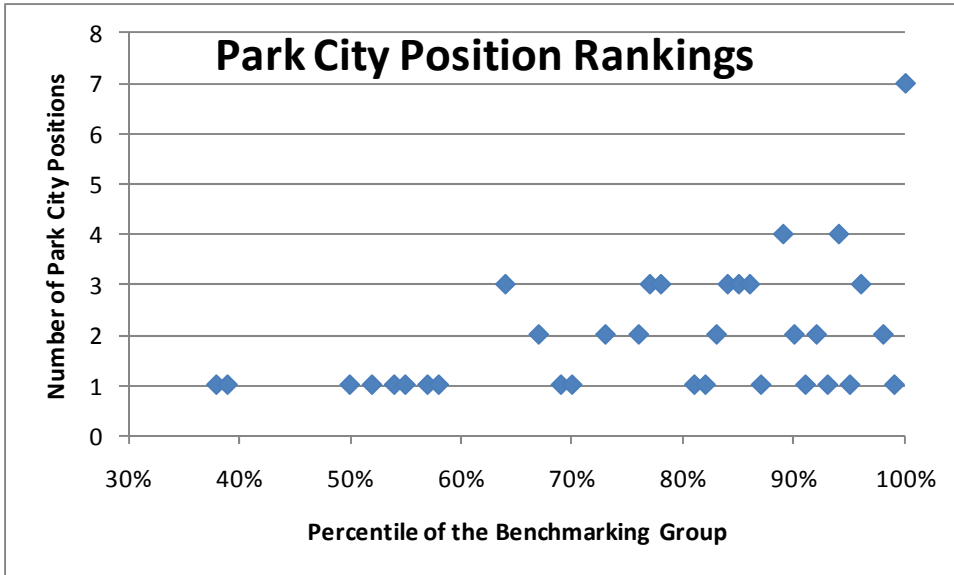
- a) Adjust the benchmarking pool by removing or adding entities. Council would need to specify certain cities or types of cities to be removed from the data. Also, the City does have more salary survey data available from across the country through the International City/County Management Association (ICMA). There may also be opportunities to benchmark against the private sector in some instances.
- b) Change from the average of the top 5 to the top 7 or 10. It is unclear what the financial impact of this course of action would be as nearly 20 positions would no longer be benchmarkable (ie: the benchmark data has less than 10 cities reporting so you couldn't define an average of the top 10) under this scenario and would need to go through the internal equity process. This means that more position reclassifications would be tied to similar positions within the organization and could actually result in a greater number of reclassifications.

- c) Use a different reclassification threshold, such as 7%, 10% or 15% below the average of the top 5. In 2009, had a 10% threshold been used, 12 positions would not have been recommended for reclass, which would have made the pay plan budget option about \$200,000 cheaper. This is what we used to do, but is misleading and not based upon data or industry standard. It would likely be more transparent to change the comparison to the midpoint of the top 7 or 10.
- d) Place additional limitations or parameters, such as maximum grades to be moved in one pay plan (currently set at 3 grades), no reclassifications in consecutive pay plan, or an aggregate limit to the pay plan (similar to the fixed distribution option below). In the 2009 pay plan, there were 7 positions that moved more than one grade. Several more positions were considered for a two grade increase, but were denied this based on additional scrutiny specified in the City's pay plan policies as described on the previous page. Had those seven been limited to a one grade increase, the pay plan budget option would have been reduced by about \$60,000.

2) Percentiles:

Another alternative would include using percentiles rather than the average of the top 5 as the target in the benchmarking exercise. In this methodology, the target is a relative position or ranking rather than a dollar amount. In some cases, particularly those where there are many cities in the benchmark data or where the top five cities in the benchmarking data are paid disproportionately higher than the rest, this would be cheaper. In other words, one pro of using percentiles is that it dampens the influence of the top paid positions in a benchmark group where benchmark data is plentiful. In other cases, though, in particular benchmarks with fewer cities in the data, it may actually be more likely to result in a reclassification. So a primary "con" of percentiles is that they are heavily dependent upon the number of cities reporting data within a benchmark. An example given later in this narrative further illustrates this point.

The current pay plan methodology has resulted in City positions having scattered rankings amongst the other cities in the benchmarking data. The following chart shows where Park City positions ranked (in terms of percentile) after the 2009 pay plan process (implemented July 2010). 80% of City positions are between the 55th and 98th percentile. On average Park City positions are at the overall 80th percentile and the median position is at the 85th percentile, with one position being as low as the 25th percentile and seven positions at the 100th percentile (or top paid in the benchmarking group).



It may be difficult to understand at first glance why a methodology that targets the average of the top five could yield such varying percentile locations. This is due to the fact that percentile positioning is largely a product of the number of cities within a benchmark. If you target the average of the top five, and there are only 5 or 6 cities in the benchmark, you're going to be around the middle or 50th percentile. However, if there 30 cities in the benchmark, you'll be around the 90th percentile.

The following chart uses two real examples from the 2009 pay plan process to illustrate this phenomenon. Both positions were reclassified into the same grade (Exempt 9) based on the benchmark. They were both ranked third in the benchmarking group after reclassification and were within 2% of the average of the top 5. However, one was in the 55th percentile and the other in the 93rd, purely due to the number of cities that had a position in that position benchmark. In this case, if Park City had used, for example, the 75th percentile as the target rather than the average of the top 5, Position A would have been recommended to be one grade lower, and Position B a grade higher.

Position A

Rank: 3

Percentile: 92.5

% +/- Avg of Top 5: +0.7%

Position B

Rank: 3

Percentile: 57.2

% +/- Avg of Top 5: -0.9%

		City	TCV
LEHI	\$ 57,711	SANDY	\$ 107,488
BOUNTIFUL	\$ 56,819	SUMMIT COUNTY	\$ 100,469
PARK CITY	\$ 55,439	PARK CITY	\$ 85,376
OGDEN	\$ 55,094	UTAH COUNTY	\$ 79,271
SALT LAKE CITY	\$ 55,020	DAVIS COUNTY	\$ 76,848
DRAPER	\$ 54,496	ST. GEORGE	\$ 67,207
DAVIS COUNTY	\$ 54,170		
CLEARFIELD	\$ 51,733		
SPANISH FORK	\$ 51,444		
CACHE COUNTY	\$ 51,396		
LOGAN	\$ 50,773		
STEAMBOAT SPRINGS	\$ 50,711		
PROVO	\$ 49,875		
SUMMIT COUNTY	\$ 49,136		
UTAH COUNTY	\$ 49,008		
OREM	\$ 47,631		
BRIGHAM CITY	\$ 45,742		
EAGLE MOUNTAIN	\$ 44,940		
SANDY	\$ 44,927		
IRON COUNTY	\$ 42,906		

The following matrix shows a rough estimate of what the impact would have been to the 2009 pay plan budget option had percentiles been used rather than the average of the top 5. Negative figures indicate a cheaper budget option.

Percentile	Est. Change to 2009
Target	Pay Plan Option
60th	(\$456,000)
70th	(\$250,000)
80th	(\$50,000)
90th	\$225,000

3) Forced Distribution:

A more top-down or hierarchical approach to setting employee pay involves setting an aggregate cap for total payroll growth from year to year. This could be determined as a flat dollar amount or a percentage, which may or may not be tied to a standard measure (such as CPI or the like). This approach focuses on inputs (the dollars spent on human capital) rather than outputs (the overall quality of service). However, by allowing the City Manager to control the distribution of pay grade increases within the parameters of the cap, staff may put what money is available toward the areas of greatest service quality concern.

Options for standard measures to which a cap may be tied have been previously discussed and include the following:

- a) Consumer Price Index (CPI)
 - i. A broad measure of inflation
 - ii. Avg CPI for the last 10 years = 2.6%
- b) Implicit Price Deflator for Governmental Expenditures (IPD)
 - i. Measure of inflation specific to government expenditures
 - ii. Avg IPD for the last 10 years = 4.0%
- c) Employment Cost Index (ECI)
 - i. National Compensation Survey
 - ii. Avg ECI data for last 9 years = 3.6%

Year	CPI	IPD	ECI
2000	2.8%	4.4%	N/A
2001	3.3%	3.1%	4.1%
2002	1.7%	2.1%	4.1%
2003	2.1%	4.2%	3.5%
2004	2.1%	4.0%	3.6%
2005	2.9%	6.3%	4.1%
2006	3.7%	5.3%	4.1%
2007	2.5%	5.5%	4.1%
2008	3.6%	5.6%	3.0%
2009	1.4%	-0.4%	2.4%

4) Cost of Living Adjustment (COLA):

Similar to forced distribution, this methodology employs an aggregate cap. However, as opposed to forced distribution, the percentage cap is applied across the board to all positions, allowing little flexibility for addressing quality of service issues at the management level. The same standard measures may apply as in the forced distribution option. Every other year, all positions currently receive a 2% increase to keep up with market changes that occurred during the “off-year” of the pay plan. This has kept the pay plan increases from being larger in “on-years” This is not a COLA but keeps positions in line with the market.

5) Step & Grade:

The traditional government pay structure involves steps within pay grades which are awarded to employees based almost exclusively on tenure. Park City has departed from this methodology in the past due it's lack of tie-in to performance and levels of service.

6) Independent Labor Market/Salary Analysis:

Council could choose to turn to a third-party consultant to develop the City's pay structure and recommend pay increases. Methodologies would vary from consultant to consultant. Staff has obtained a sample proposal from Personnel Systems & Services, which could be made available to Council upon request.

The proposal recommends that cities should evaluate the following policy questions and circumstances as the basis of a sound pay program:

- a) *Ability* to pay certain rates
- b) *Willingness* to pay certain rates
- c) *Attitudes* about ranking among other employers
- d) *Degree of Specialization*
- e) *Prevailing* rates of pay
- f) *Competition* for labor supply
- g) *Value* of certain jobs to the organization
- h) *Reputation* of the organization

It is staff's position that the current pay plan addresses these policy questions.

Recommendations

Staff has reviewed the questions submitted and concerns raised by all Council Members. Council should discuss any changes in policy as needed. The City's pay philosophy is a vital part of the local government's accountability to its citizens, the implementation of City Council's goals, and the organization's overall performance. A periodic and public review is organizationally and fiscally responsible. And in the end, the pay plan is instrumental to the City's ability to attract and retain engaged and talented high performers, qualified to deliver the service levels demanded by our residents and visitors.

Department Review:

Budget, Debt, & Grants, Human Resources, Legal, and the City Manager reviewed this report.

Alternatives:

A. Approve:

Staff recommends that Council provide direction as requested above and defer the other matters for future discussion as needed.

B. Deny:

Council may wish to debate all the matters raised in Councilmember Kernan's letter.

C. Modify:

Direct staff to return with more discussion as specified by Council.

D. Continue the Item:

Request additional information from staff and provide direction as appropriate.

E. Do Nothing:

The current budget and pay plan philosophy shall remain in place.

Significant Impacts:

The City's pay philosophy has the potential to impact all facets of City services and service levels. Ramifications are likely to be felt in the long-term rather than immediately. While it is very difficult to say exactly to what extent specific changes to the pay plan implementation strategy may ultimately impact the City's ability to attract and retain the talent and quality of employee necessary to provide desired service levels, in general it can be expected that reducing the potential for pay increases is likely to have a negative impact on the quality of the City's human capital in the future.

Financially, it is likely that staff's recommendation to examine a 2% across the board increase (should sufficient funds exist) rather than position benchmarking in the upcoming budget process would be cheaper. Historically, this has always been the case. For example, in the most recent pay plan biennium, the on-year (targeted pay increases based on position benchmarking) was a \$744,000 budget option, while the off-year (2% across the board) was \$342,000.

Consequences of not taking the recommended action:

Employee pay is often a defining characteristic of any corporate entity or organization. Despite common sense inclinations to tackle employee pay issues narrowly, staff believes that a broader approach will best avoid negative consequences that may unnecessarily tremor throughout both the community and our dedicated personnel.

Recommendation:

Council should discuss pay plan policy issues.

Attachments:

A – Pay Plan questions submitted by Councilperson Kernan

1. Is the Council ok with our current pay plan policies and implementation?

Current policies and practice

- Pay for performance
- Exceeding expectations bonus potential
- Current six month review policy will change to one comprehensive review annually and a check up every six months
- Fixed percentage generally given in off pay plan years (2%)

Options

- Step and Grade Pay
 - Predetermined increases
 - Pay determined by longevity not performance
 - Bonus potential could be eliminated
- Forced distribution
 - Fixed percentage given to overall pay plan for distribution by City Manager or across the board
 - Bonus potential could be eliminated
- Independent Labor Market/Salary Analysis

2. Is Council ok with the “average of the top 5 cities” as our target for current City policy of paying employees at the top of the market? If not what alternative is desired? Are there other concerns with the current policy or market analysis parameters?

Current policies and practice

- Positions more than 5% outside the average of the top five midpoints are recommended for reclassification consideration
- Survey 36 cities including the Wasatch Compensation Group and Colorado ski resorts

Options:

- Lead market
- Meet market
- Lag market
- Change comparisons
 - Average of top 5,7,10
 - Increase percentage a position must be outside the average of the top five midpoints to be considered for a re-class from 5% to a higher percentage
- Change Market
- Independent Labor Market/Salary Analysis

3. Is the Council ok with the number of pay grades? We currently have 13 with an average increase of 10.50% per grade when jumping one level. If not, what percent jump per grade is desired?

Current policies and practice

- The current exempt (salaried) pay plan has 13 grades with an average increase between grades (working levels) of 11.3% The current non-exempt (hourly) pay plan has 12 grades with an average increase between grades (working levels) of 11.4%

Options

- Consolidation of pay grades while being sensitive to compression issues
- Set additional limits on the percentage of increase allowed when moving between grades
- Decrease spread between working levels of grade ranges
- Independent (external) job classification audit to determine if current grades are appropriate

4. Is Council ok with our policy of paying employees at the top (100%) of the pay grade when competent (usually occurring within 2 years)? If not, what percentage of the pay grade range is appropriate for competency, and what factors should be considered to pay at 100% of pay grade range.

Current policies and practice

- Revisions in Policies and Procedures adopted July 1, 2010; state an employee whose current salary is below the working level of his/her salary range may receive a salary or wage increase up to 5% per 6 month period. This is only upon completion of a positive performance evaluation or release from initial employment probation. An employee may move through their grade range to working level as their performance dictates. Employees who are performing the critical functions of their job descriptions and receive favorable performance evaluations may be paid at 100% of the working level

Options

- Increase the time it takes for an employee to move to working level
- Decrease maximum percentage employee's are eligible to receive

5. Is Council ok with performance review methodology and bonus pay procedures? Should performance reviews impact bonuses, regular pay level, or both?

Current policies and practice

Revisions to current performance review methodology for upcoming review periods include:

Review period May 1st – October 31, 2010

- Full review done on all employees
- Eligible for up to a maximum of 5% increase in pay if meeting job duties and standards
 - If there has been no other increase in pay since July 1, 2010
 - If not at working level

- Eligible for up to 2% lump merit (bonus) for exceeding expectations in remaining review categories

Review Check-In – Six Month November 1, 2010 – April 31, 2011

- Streamlined review/goals check in
- Eligible for up to a maximum of 5% increase in pay if meeting job duties and standards
 - If there has been no other increase in pay since January 1, 2011
 - If not at working level
- No Lump merit (bonus) eligibility

Options

- Decrease percentage employees are eligible to receive
- Increase timeline employees are eligible for pay increases
- Decrease lump merit (bonus) eligibility

6. Are the current caps and/or pay policies adequate for controlling growing compensation costs?

Current policies and practice

- Eligible for up to a maximum 5% increase in pay if meeting job duties and standards per review period
 - If there has been no other increase in pay since July 1, 2010
 - If not at working level
- Eligible for up to 4% lump merit (bonus) annually for exceeding

Options

- Place a cap on salary and bonus increase
- Decrease percentages available per review period
- Decrease lump merit percentages for exceeding expectations
- Eliminate lump merit for exceeding expectations

7. Is the 5% maximum increase for individuals per 6 months and 10% increase per year ok?

Current policies and practice

- Eligible for up to a maximum 5% increase in pay if meeting job duties and standards per review period
 - If there has been no other increase in pay since July 1, 2010
 - If not at working level

Options

- Place a cap on salary and bonus increase
- Decrease maximum percentages available per review period
- Decrease maximum annual percentages available

8. Do we need to establish an overall inflation cap for aggregate employee compensation growth? (Cost/FTE: average of all employees – not individual positions? If yes, what index or percentage should be used to determine the maximum growth rate? Is the Employment Cost Index appropriate? If not what alternative(s) should be considered

Current policies and practice

- No hard percentage cap in “on” year for budget changes for positions. These are based purely on market data with a cap on the number of grades a position can change in a two-year cycle (3 grades).
- 2% cap in place for “off” year. This is intentionally set at a low-end of the typical inflationary range and is intended solely to keep the pay plan from falling too far behind the market.

Options

- Maintain existing implementation strategy, which does not focus on hard input caps, but rather service level outcomes based on policy direction
- Adjust the existing grade change cap (e.g.: no more than 1 grade increase per year per position)
- Implement an across the board percentage cap (ie: no individual position can increase more than X% in a year)
- Implement an aggregate compensation growth cap (ie: total employee compensation cannot exceed X%, but individual position increases may exceed or fall below this metric)
 - Any number of inflationary figures may serve as the threshold including (listed in order of more broad to more tailored)
 - Consumer Price Index (CPI)
 - Implicit Price Deflator for Governmental Expenditures (IPD)
 - Employment Cost Index (ECI)
 - Employees on Nonfarm Payrolls in Utah (UTNA - % Change)



City Council Staff Report

Subject: Community Carbon Mitigation Project Ideas
Author: Tyler Poulson
Department: Sustainability
Date: November 4, 2010
Type of Item: Legislative Policy – Project Direction

Summary Recommendations:

Review the proposed community carbon mitigation projects and provide direction to implement Alternative A, the Low Carbon Diet Community Empowerment Program.

Topic/Description:

Staff compiled several alternative proposals for a new community carbon mitigation project. All proposals require \$27,000 or less and the associated projects have an anticipated timeframe that ranges from many months to a couple of years, depending on when funds are exhausted. The three alternative proposals are:

- ✓ Low Carbon Diet Community Empowerment Program
- ✓ Solar PV and Solar Thermal Rebate Program
- ✓ Utah Home Performance with ENERGY STAR Advertising Campaign

Staff created these proposals with an environmental return on investment (e.g., GHG emissions reduced per dollar spent) in mind. An additional benefit to all the programs is that they drive the market towards local companies in the “green” sector and thus bolster the support of energy efficiency and clean energy jobs. Staff considered existing programs, rebates, and other parallel environmental efforts as part of the proposals and these were leveraged in the proposals, where feasible. Additionally, staff considered other effective alternatives for reducing emissions (e.g., the low-interest community revolving loan fund being offered by Salt Lake County), but many of these would require a financial investment beyond \$27,000 and/or staff time commitments extending beyond current resources.

The projects proposed are in line with numerous objectives in the Environmental Strategic Plan, including Objective 1.2 to “Reduce Park City’s Community CO₂ Emissions” and Objective 3.5 to “Encourage Greater Community Participation in the Creation of Renewable Energy Projects.”

Background:

During the mid-year environmental update on July 29 (Exhibit A), staff informed City Council that a \$127,000 fund balance remained from the Johnson Controls audit and retrofit project. City Council approved committing \$100,000 of the balance to an internal revolving loan fund for municipal energy projects and directed staff to return with proposals for a \$27,000 program which promotes energy and/or water savings in the community. This Staff Report provides alternative projects for Council to consider which make use of this \$27,000.

Analysis:

Below, staff provides a description, analysis, and recommendation regarding three potential community carbon mitigation projects:

Low Carbon Diet Community Empowerment Program

The “Low Carbon Diet” is a community-based program, and accompanying workbook, that was developed by the Empowerment Institute in Woodstock, NY. The goal of the “diet” is to guide households through a variety of conservation and efficiency measures with the end result of reducing CO₂ emissions by at least 5,000 lbs. annually per household. The program incorporates a variety of methods for reducing emissions, including those related to behavioral changes, energy efficiency upgrades, water consumption, waste and recycling, transportation, and dietary choices. The program states that the typical American household generates 55,000 lbs. of CO₂ emissions annually. This is compared to 27,000 lbs. for Germans and 15,000 lbs. for Swedes. These dramatic differences are one line of evidence that significant emissions reductions are attainable while still retaining a high quality of life.

In addition to providing a pragmatic Low Carbon Diet work plan, the program relies on peer-to-peer interactions to engage residents and catalyze emissions improvements both in their own households and in the broader community. Through Save Our Snow, and similar local efforts, the Park City community has demonstrated a strong willingness to volunteer their time and energy towards environmental initiatives. The Low Carbon Diet provides an opportunity to harness this enthusiasm and empower citizens to make a difference in their household and beyond.

Initiatives which utilize the skills and volunteer time of residents to drive carbon reductions have been implemented in a large number of communities throughout the country. Staff researched a variety of these initiatives and recommends the Low Carbon Diet as the most appropriate framework given our community’s demographics and the budget constraint of \$27,000. Workbooks for the program can be purchased for \$8 each and this cost is the extent of financial commitment the City would make to the Empowerment Institute as part of the program. The remaining funds would be used to launch and sustain the effort locally.

Below is a budget breakdown of how funds would be expended to launch the Low Carbon Diet program and ensure its continued success. In concept, the program could be continued in perpetuity after its launch and become a self-sustaining initiative. Staff anticipates City involvement to continue for at least 1-2 years after initial roll-out.

Low Carbon Diet – Park City Municipal Budget	
Part-time Project Coordinator	\$10,000
Incentives for Program Participation	\$7,500 - \$11,500
Low Carbon Diet Workbooks (500 - 1,000)	\$4,000 - \$8,000
Marketing Budget	\$1,500
Total Expenditures Not to Exceed	\$27,000

The Project Coordinator position would report to Environmental Sustainability staff and assist with program design, marketing efforts, conducting eco-team leader trainings, and providing ongoing support to participants through in-person interactions and updated ParkCityGreen.org content. Incentives for program participants could range from cash rewards for exceptional achievements to efficiency gift packages (e.g., CFLs, low-flow aerators and showerheads, etc.)

to get them started. Finally, the workbooks would be provided free of charge to participants to create a no-cost program where the only requirements of citizens are their time and personal commitment to more sustainable lifestyles.

Staff views the Low Carbon Diet as a high potential program with the ability to leverage existing resources (e.g., ParkCityGreen.org and utility/government incentives) and evolve over time. Various partnership opportunities should increase the program's resource base due to its synergies with many other organizations locally and on a state-level. The program takes advantage of the fact that the problem we face with high per-capita carbon emissions is largely social and informational in nature. Recognizing that dramatic decreases in emissions are possible when personal accountability is encouraged, educational resources are provided on a household-by-household basis. In addition to driving emissions reductions, this program offers the potential for numerous positive co-benefits including enhancing the quality of peer-to-peer connections in Park City.

Staff believes that the Low Carbon Diet provides the greatest transformative potential of the three programs presented in this Staff Report as it tackles home energy use, transportation choices, water consumption, waste and recycling, and a host of other related topics. Furthermore, this program offers the potential for 100% participation of citizens within City boundaries. For these reasons, staff recommends that City Council endorse the implementation of a Low Carbon Diet program for the Park City community.

Alternatively, Council may consider the following two programs (Solar Rebates and a Home Performance with ENERGY STAR campaign):

Solar PV and Solar Thermal Rebate Program

The goal of this initiative is to increase the number of solar PV and solar thermal installations within Park City Municipal boundaries. The project would provide a direct incentive payment of \$1,000 to a maximum of 27 homes, businesses, and/or non-profits that install solar technologies on their property. The incentive would be limited to one \$1,000 payment per property, so participants would not receive \$2,000 for installing solar PV *and* solar thermal. In order to be eligible for the rebate, the solar PV array must be at least 2 kW in size and the solar thermal system must provide heat for at least half of the structure's annual water usage (this solar thermal guideline is in line with the federal tax credit requirement).

Examples of how the rebates would function are included below:

Residential Solar PV Rebate Example (2 Kilowatt System)	
Category / Expense	Cost / Rebate Amount
Installed Cost of System (\$7.50 / watt)	\$15,000
Park City Carbon Mitigation Rebate	\$1,000
State Tax Credit (25% after rebates, up to \$2,000)	\$2,000
Federal Tax Credit (30% after all rebates/credits subtracted, no maximum)	\$3,600
Total Cost to Owner	\$8,400

Residential Solar Thermal Rebate Example (2 Panel, 80 Gallon System)

Category / Expense	Cost / Rebate Amount
Installed Cost of System	\$7,500
Park City Carbon Mitigation Rebate	\$1,000
Questar Rebate (fixed amount)	\$750
State Tax Credit (25% after rebates, up to \$2,000)	\$1,437.50
Federal Tax Credit (30% after all rebates/credits subtracted, no maximum)	\$1,293.75
Total Cost to Owner	\$3,018.75

The state and federal tax credits listed above are based on post-rebate costs for solar PV and solar thermal systems. As such, the net direct financial savings for participants would be less than the \$1,000 committed to each participating community member. For solar PV, the mitigation fund would deliver an actual net savings of \$700 per participant and for solar thermal the net benefit would be \$525. Given the discount amount of these rebates relative to the overall cost of solar, staff estimates this short-term rebate program would have a limited impact on the community's willingness to install solar.

While staff supports sending a clear market signal that Park City promotes renewable energy installations, the short-term nature of this program and limited reach of funds (27 homes) likely stunt its ability to act as a strong catalyst for new solar installations. For these reasons, staff recommends that City Council choose an alternative carbon mitigation project.

Should Council wish to provide a formal incentive for renewable energy, staff recommends a waiver for the Building permit fees related to wind and solar installations. Fees for plan review and the building permit range from a few hundred dollars to over \$1,000, depending on the size of the project. A fee waiver would not require direct financial outlays from the City, but would subsidize the staff time and Building department resources which go into permitting, and plan review, for currently infrequent solar and wind projects. Additionally, a fee waiver would provide a one-to-one financial benefit to residents since it would not be part of the formula which discounts renewable energy tax credits as described above. In addition to the solar rebate program, staff will seek direction from Council on the Building permit fee waiver concept for renewable energy installations.

Utah Home Performance with ENERGY STAR Advertising Campaign

This initiative will encourage Park City residents to participate in the new "Utah Home Performance with ENERGY STAR" program (a.k.a. Home Performance). Funds will primarily be expended to hire a third party advertising firm which implements a promotional campaign for the Home Performance program. The campaign will also drive customers to other pre-existing educational resources and direct financial incentives which encourage energy efficiency and conservation.

The Home Performance program launched in July 2010 and will continue through April 2012, or until the \$2 million in funding from the U.S. Department of Energy is expended. The program offers a comprehensive approach to home improvements that focus on energy efficiency and lowering utility bills. Participants must be a Utah resident and live in an owner-occupied single family home that was built prior to the year 2000. The program offers a highly subsidized home energy assessment for the cost of \$100. Additionally, Home Performance will cover between 50% and 80% of the total costs of home energy improvements that residents choose to

implement. The total rebate amount is capped at \$2000. Below is an example of how the Home Performance rebate works:

Energy Efficiency Upgrades	Estimated Costs
Air Sealing to Reduce Leaks by 25%	\$700
Attic Insulation - Increase to R-49	\$880
Wall Insulation - R-11	\$2,250
ENERGY STAR Ventilation Fans	\$250
Total Job Cost	\$4,080
Pre-existing Utility Rebates	\$1,362
Revised Job Cost	\$2,718
Home Performance Rebate at 50%	\$1,359
Final Cost to Homeowner	\$1,359

Source: <http://www.utahhomeperformance.com/energy-star-rebates/>

Homeowners can pursue a broad mix of efficiency upgrades based on the results of their home energy assessment. The Home Performance program is a rare opportunity for residents to upgrade their homes in such a highly subsidized manner. From this perspective, staff asserts that it would be more efficient to leverage Home Performance, and its substantial resource base, rather than creating a parallel program offering incentives for efficiency improvements. While state-wide marketing efforts for Home Performance have been underway since early September, a targeted campaign would certainly produce higher levels of interest and participation in Park City.

If City Council chooses the Home Performance Campaign option, staff would recommend directing a large portion of the \$27,000 towards an advertising campaign which promotes Home Performance and other efficiency programs. Additionally, staff recommends allocating roughly \$10,000 to provide \$100 rebates to Park City participants who pay the home energy assessment cost and follow through with at least three upgrades.

The goals of this initiative would be to encourage at least 100 Park City participants in the Utah Home Performance with ENERGY STAR program while also raising awareness about the financial, environmental, and social benefits of energy efficiency.

Department Review:

Sustainability, Building, Legal, and the City Manager reviewed this Staff Report and their comments have been included.

Alternatives:

A. Low Carbon Diet Community Empowerment Program (Recommended)

Staff will begin implementation of the Low Carbon Diet community program and expend funds as indicated in the Analysis section of this Staff Report.

B. Solar PV and Solar Thermal Rebate Program

Staff will create a \$1,000 rebate program to reward the next 27 households, commercial businesses, and/or non-profit organizations that install solar PV or solar thermal systems within City boundaries.

C. Utah Home Performance with ENERGY STAR Advertising Campaign

Staff will hire a third-party firm to aggressively market the new Utah Home Performance with ENERGY STAR program to Park City residents. A portion of the funds, approximately \$10,000, will be used to provide direct incentive payments to residents who participate in the program.

D. Implement a Mix of the Aforementioned Programs, or an Alternative to these as Recommended by City Council

City Council could direct staff to implement a mix of the presented programs, or an alternative program for community carbon reductions (budget and staff time permitting).

E. Continue the Item

City Council could direct staff to return at a future date with more information and/or additional alternatives for utilizing the \$27,000 budget.

E. Deny Program or Do Nothing

City Council could decide not to do any consumer outreach campaign or decide not to do anything on the issue, which would have the same impact as denying the program.

Significant Impacts:

Pursuing a community carbon mitigation program, as recommended by staff, will reverse the dramatic changes that are currently occurring to the chemical composition of the earth's atmosphere and oceans due to the exorbitant emissions of greenhouse gases...OK, maybe not quite. However, the Low Carbon Diet program would empower Park City residents to make changes at a local level and assume personal responsibility for reducing our City's contribution to global environmental problems. In addition to addressing global issues, reducing carbon emissions provides a host of other co-benefits including improved air quality, improved water availability and quality, increased energy independence, local job creation, and many other social, economic, and environmental positives. Ultimately, the success of a Low Carbon Diet program in Park City will largely depend on the community itself and its willingness to engage others and reduce our collective carbon footprint, one household at a time.

Consequences of not taking the recommended action:

Staff finds that the Low Carbon Diet program offers the best potential for community carbon emissions reductions, given the \$27,000 budget constraint. Choosing an alternative option could result in a smaller environmental impact and offer less potential for community involvement.

Recommendation:

Review the proposed community carbon mitigation projects and provide direction to implement Alternative A, the Low Carbon Diet Community Empowerment Program.

Attachments:

Exhibit A – Minutes from Mid-year Environmental Update to City Council on July 29, 2010

Exhibit A – Minutes from Mid-year Environmental Update to City Council on July 29, 2010

PARK CITY COUNCIL WORK SESSION NOTES JULY 29, 2010

Environmental update. Tyler Poulson spoke about creating the framework for a local Hero's Award acknowledging the efforts of individuals, businesses, or non-profits creating positive environmental results in helping further the goals of City Council. It is proposed to select one or two awardees a year by a selection committee, consisting of two elected officials. Frequency and number of awards were discussed. Liza Simpson suggested reviewing nominations in tandem with environmental updates which occurs twice a year, and setting a goal of two awards per six month period, unless a different number is recommended by the committee. Council members selected Cindy Matsumoto and the Mayor to serve on the committee.

Diane Foster updated members on the local Summit County Beef Program which was successful. The City was involved in getting it started but Uinta Headwaters and RFC&D offered to take it over and started the Summit County Food Coalition. Tyler Poulson described joint efforts with Summit County and the potential for on-going cooperation on policies and programs. He asked if members would like to enter into a Letter of Intent or interlocal agreement to formalize our relationship on environmental issues. Members were supportive and this feature was added to the strategic plan.

He displayed a graph on the City's 2009 carbon footprint report on emissions where buildings were down 9.3%, partly due to the Johnson Controls project, moving to other buildings, and general weather fluctuations. The emissions footprint for water treatment and distribution was down because of the decline of 9.7% in overall community water usage relative to 2008. Overall, vehicle fuel numbers declined by about 3% between 2008 and 2009 and trends are favorable for meeting the 2012 goal. Staff completed a grant application for some energy efficiencies and conservation block grant funding which are given by the Department of Energy and administered through the state energy program. Park City was able to apply for up to four energy efficiency upgrades limited to municipal facilities. Mr. Poulson explained that most funding will be allocated toward a solar array on City Hall. Federal and state historical guidelines are becoming more accommodating to sustainable upgrades and no problems are anticipated. The City was awarded funding for its energy audit and a possible project is assessing the technical potential for renewable energy generation. Other grant funds are intended to be used on direct digital control systems to achieve energy savings and reporting expenses. Ms. Foster interjected that Mr. Poulson received funding on everything applied for, and there is no matching requirement.

He described a number of reasons for creating a revolving loan fund to finance and track municipal energy renewable projects and reported that there is a \$127,000 surplus from the Johnson Controls contract. These savings are recommended to be redirected into the fund for other building energy and fuel projects and would be monitored by the Budget Department. Projects would be assessed on their financial and environmental parameters and pursued based on their qualifications. In response to a comment from Liza Simpson about Johnson Controls, Ms. Foster explained the reasons for the \$127,000 contract balance.

Mayor Williams suggested using some of the surplus to offer cash incentives for renewal energy projects to citizens. Candace Erickson agreed that it is a good concept but many details would

have to be worked out and Liza Simpson recommended a matching grant program, like the Historic District Grant Program. Joe Kernan expressed the importance of considering the cost and benefit ratio for awards. Diane Foster emphasized that there is no revolving element with the grant program and limited cash. Additionally, program administration may be significant. She advised that Utah Clean Energy may be offering a program where the state would bond for loans for upgrades. UCE has \$327,000 in grant funds available for residential solar photovoltaic and \$500,000 for solar thermal with no matching portion required. Alex Butwinski warned members about adding more work to the Sustainability Department without considering prioritizing projects and hours. Staff was directed to explore incentive programs and return to Council. Members supported the revolving loan program in the amount of \$100,000.

Mr. Poulson explained that an action plan was designed after the municipal carbon footprint was completed in 2007. In November 2009, a community forum Save Our Snow was held on energy, transportation, waste and water and a task force resulted to develop the Save Our Snow Action Plan. The Brindle Group facilitated the public process. The group identified the need to involve HOAs and property management companies, reduce dependence on fossil fuels, particularly electricity generation, decrease our airline footprint and encourage recycling. Transportation and water were discussed but not quantified as other groups are working on these issues.

Members discussed the huge impact air travel has on the City's carbon footprint as both resident and visitor data are included in the calculation. Ms. Erickson spoke about ways to offset this number with the use of public transportation instead of rental cars and carbon offsets were explained. Mr. Poulson described reaching out to the commercial sector which accounts for 57% of electricity and 35% of natural gas consumption and creating a voluntary program using the Park City Green website as the cornerstone. He will be meeting with the HMBA and the Chamber on the effort.

Tyler Poulson pointed out the enormous amount of coal used in Utah which is 48th out of 50 states in terms of highest level of carbon emissions produced per kilowatt hour generated. Displacing some of the current generation with the use of renewals and non-carbon emitting sources is a solution and out of all of the projects the task force looked at, cutting into carbon emissions intensity yielded the biggest net environmental benefit.

He discussed cutting emissions significantly through the use of wind power and the financial benefit over time. This is the number one priority identified by the task force and staff is committed to the research. Members expressed their support. In order to maintain the positive momentum, staff will return in January and conduct another community engagement session targeted at stakeholders. He discussed details of the Utah State and Energy Dynamics Lab projects, and specifically a potential partnership with EDL on transit technology.

Tyler Poulson updated members on the anti-idling program and asked if staff should pursue an anti-idling ordinance. Ms. Erickson felt it depends on whether the City is still receiving complaints; an ordinance may not be necessary. Council members agreed.

Diane Foster recognized Save Our Snow task force members in attendance.

Prepared by Janet M. Scott, City Recorder



City Council Staff Report

Subject: RAB Visioning
Author: Ken Fisher, Recreation Manager
Department: Recreation & Library
Date: November 4, 2010
Type of Item: Informational

Summary Recommendations: Provide direction to the Recreation Advisory Board (RAB) and staff with regards to the recommended work plan for the next year.

Topic/Description: Provide direction to staff and the Recreation Advisory Board on recreational items for the next year.

Background:

As outlined in the Recreation Advisory Boards Policy & Procedure (attachment 2) the Board shall meet annually with the City Council to receive updated city goals and direction from City Council. The RAB met with City Council in October 2009 for this purpose and at that time the following committees were formed; Parks, Racquet Club, and Community Outreach. The staff report for last year is attached as "attachment 1" and many of the items outlined in that work plan are complete or in progress. These items are updated through the quarterly updates on Council goals.

Analysis:

The RAB and staff are looking for Council feedback and direction on the proposed work plan, feedback on the conceptual Master Plan for City Park and their recommendation on dogs being off-leash at the Library Field.

Dogs: Last year Council asked RAB and staff to look at making the Library field an Off Leash Area (OLA) for dogs. While researching the requirement and potential of doing this it was brought to the committee's attention that the current Summit County Animal Control Ordinance did not recognize the creation of dog parks or OLA's.

As a result there was a group of stakeholders consisting of PCMC representatives, Basin Recreation staff, Animal Control Officers and County representatives that looked at amending the ordinance to recognize the creation of dog parks and OLA's.

In June the stakeholders discussed the proposed changes with the County Council and they were supportive of giving local cities and jurisdictions the ability to create OLA's as they desired. The actual ordinance changes are scheduled to go before the County Council on November 24th.

RAB has spent the past year looking and considering different options for the Library Field and the creation of an OLA. RAB has received public input on the issue at their monthly meetings, received several emails, and has been on-site to talk to dog owners. There has been no formal public meeting on the issue.

The options considered by RAB and staff are the following:

Option 1: Do nothing - this basically means that the field and use stays as is. By law the users that allow their dogs to be off leash may be subject to fines as enforced by Summit County Animal Control. RAB does not recommend this option.

Option 2: Designate the field as an OLA- RAB looked at this long and hard and believes that this does not have the support of the neighbors. There is concern that designating the area as OLA will result in increase usage resulting in a potential parking issue and ultimately reduce the multiuse nature of the field. RAB considered designating certain days and times as off-leash but in the end felt that enforcement would be difficult. RAB does not recommend this option.

Option 3: Fence a section of the field and create a designated dog park. RAB heard from neighbors that they did not support this option as they like the area unfenced and open to all. The preschool tenants in the Library & Education Center like this option as it would be a separation from kids at recess and potential unleashed dogs. RAB does not recommend this option due to the fact they recommend that the field remains unfenced and open to all.

Option 4 (Recommended): Increased signage & Poop Dispenser Bags. Currently there is no signage onsite that outlines animal control laws and poop dispensers are only in two locations. RAB recommends that the City install signage that says:

- "By Summit County Ordinance all dogs must be leashed, owners that allow their dogs to run unleashed may be subject to fines."
- "Please be a responsible dog owner and pick up your dog's waste"
- Signage that shows the location of the dog park at the sports complex

Regardless of which option Council selects, staff needs to know Council's enforcement priority even though dogs are something mostly enforced by the County.

Parks: The primary focus of this subcommittee has been to work on the development of new parks and recommendations on improvements to existing park facilities. The following funds are available for park improvements.

Table 1 – City Park Funds (CIP #cp0005)

Revenue Source	2011
Lower Park RDA – Property Tax Increment	\$11,938
Total	\$11,938

Table 2 – Neighborhood Parks (CIP #cp0100)

Revenue Source	2011
Open Space Impact Fees	\$23,386
Transfer from Debt Service	\$69,732
Other Contributions	\$12,120
Total	\$105,241

Table 3 – Allocated Funds for Park Projects

Project Name	Status	Funds Needed
Creekside Park	Finalizing Project Costs	\$105,241
Total Funds Committed		\$105,241

Table 4 – Current Funds Available for Future Projects

CIP Fund	Uncommitted Funds
City Park	\$11,938
Quinn's Fields Phase III	\$300,000
Total Funds Available	\$311,938

City Park: Last year Council was supportive of hiring a landscape architect to create a Master Plan for the north & south end of City Park. RAB and staff worked with Dave Nicholas from IBI on the development of a conceptual Master Plan for the North & South Ends.

IBI looked at the park in sections with the following purpose: *"To creatively evaluate the under utilized, undeveloped or otherwise overlooked areas within City Park to complement, enhance and improve the recreational, social and environmental offerings to the community. "*

IBI identified the following opportunities: North End which includes the area by the tennis courts, the bermed area by Snowcreek Condos, the area directly behind 7-Eleven and the area to the south of the softball field & to the north of the playground.

The other area identified was the "South End" or more commonly referred to as the Boo Radley Forest.

The conceptual master plan is attachment 3 and staff will walk Council through the ideas as part of the work session.

In summary RAB recommends the following three items as the highest priority:

1. Add a third tennis court to the existing two when the courts are rebuilt. The courts are near the end of their useful life as they are asphalt based and have cracking each year which becomes more difficult to repair.

2. Make a park connection through the City owned property on Park Ave when it is redeveloped.
3. Create an event venue on the south west corner of the rugby/softball field. The idea is that it could function as a place for live music and performances. The existing field lights could be utilized for lighting. The idea is to create a performance area in the park that could potentially bring back such events as the "Concert in the Park" series. This potentially could be similar to the stage at New Park.

RAB has not had any formal public meetings on the conceptual master plan. The park is located in the soils district and any excavation work will mean that the soils will need to stay on site or be disposed of properly.

Sullivan Road through the north end of the park is scheduled to be rebuilt in FY 2012. It will be important to coordinate the reconstruction of the road with any park improvements.

There currently is no funding allocated for these projects but if Council is supportive of moving forward staff would work through the CIP budget process to prioritize potential funding.

Skatepark: Last year Council directed RAB to investigate expanded use of the park by looking at the cost to install lights for expanded use into the evening. If Council is still supportive of this RAB would like to investigate this option during the upcoming year.

If the park were to be lit it would extend the skating season significantly because once November hits it is dark by 5 p.m. and there is little time for the park to be used once school is let out for the day. Lights would allow the park to be used into the evening.

When the park was originally built the Planning Commission restricted the use of the facility to daylight hours through the approval of the CUP. The Land Management Code allows for lights in this location as an Conditional Use and the original CUP would need to be amended. The lighting needed for a skatepark is much less intense than the lighting for playing surfaces. Street light type lighting is sufficient for a skatepark. The lights would be under the same restrictions as the playing field and basketball/volleyball court lights currently in use at City Park.

Council also asked RAB to look into the option of expanding usage of the park to include bikes. RAB and staff did extensive research on this issue and recommend that the park should continue to operate in the manner that it has since the park opened. In other words, the City should continue to prohibit bicycles.

Park City Sports Complex: The Park City Sports Complex has an approved Conceptual Master Plan that shows the next phase of fields to be built on the west side of the property behind the existing maintenance building. Staff would like to engage RAB in reaffirming the existing Master Plan and to begin the process of planning for the future development of facilities. Currently there is \$300,000 in Quinn's Phase III which is funded with impact fees. These funds could be used to begin the planning process for the next phase.

Public Art for the Recreation Center: As part of the Recreation Center project 1% of the construction budget is allocated to public art (\$83,310). RAB wants to work with the Public Art Advisory Board to incorporate art into the facility. Currently there are a couple of walls that have been slated for a mural. One wall is in the child care area and the other is in the game room. These potentially could be good locations for an artist to create some original art work. The RAB will need to work closely with the PAAB so that there is a synergy between the two boards on what is incorporated or selected for the facility. If Council is supportive of this approach this is an area that RAB could be working on over the next year.

Community Outreach: The work with community outreach has moved from a RAB project to a department program. The Recreation Department has been very active working with ACT (Agencies Coming Together) and Holy Cross Ministries. The department continues to run activities on site at various apartment complexes and teach tennis lessons both at the Recreation Center and off-site. This summer the Tennis Department provided 241 kids free tennis lessons. Staff will continue with the programs and community outreach.

Department Review: Budget, Legal, Sustainability, Recreation & Library, and City Manager

Alternatives:

A. Approve the Request:

Provide direction to RAB and staff with regards to the recommended work plan with regards to the Library Field, Conceptual City Park Master plan, Skatepark, Park City Sports Complex and Public Art at the Recreation Center.

B. Deny the Request:

Council may direct RAB and staff in a different direction than the one outlined in this report.

C. Continue the Item:

Council may continue the item to a future date

D. Do Nothing:

This will result in a lack of clarity and direction to staff & RAB.

Significant Impacts:

By giving direction to the RAB future recreational amenities and programs will continue to be developed that will meet the community's needs.

Consequences of not taking the recommended action:

No action is required only direction to the RAB and staff with regard to the items outlined in the proposed work plan.

Recommendation:

Provide direction to RAB and staff with regards to the recommended work plan and formation of a parks, community outreach, and Racquet Club subcommittees.



City Council Staff Report

Subject: RAB Visioning
Author: Ken Fisher, Recreation Manager
Department: Recreation & Library
Date: October 29, 2009
Type of Item: Informational

Summary Recommendations: Provide direction to the Recreation Advisory Board (RAB) and staff with regards to the recommended work plan and the continuation of a parks, community outreach, Racquet Club and programming subcommittees.

Topic/Description: Provide direction to staff and the Recreation Advisory Board on recreational items for the next year.

Background:

As outlined in the Recreation Advisory Boards Policy & Procedure (attachment 2) the Board shall meet annually with the City Council to receive updated city goals and direction from City Council. The RAB met with City Council in October 2008 for this purpose and at that time the following committees were formed; Parks, Racquet Club, Community Outreach and Programming. The work plan for last year is attached as "attachment 1" and many of the items outlined in that work plan are complete or in progress. These items are updated through the quarterly updates on Council goals.

Analysis:

The RAB and staff are looking for Council feedback and direction on the following subcommittee (Parks, Racquet Club and Community Outreach) work plans:

Parks Subcommittee: The primary focus of this subcommittee has been to work on the development of new parks and recommendations on improvements to existing park facilities. The following funds are available for park improvements.

Table 1 – City Park Funds (CIP #cp0005)

Revenue Source	2009	2010	2011
Lower Park RDA – Property Tax Increment	\$21,185		

Total	\$21,185		
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Table 2 – Neighborhood Parks (CIP #cp0100)

Revenue Source	2009	2010	2011
Open Space Impact Fees	\$53,328		
Transfer from Debt Service	\$768,228		
Total	\$821,556		

Table 3 – Allocated Funds for Park Projects

Project Name	Status	Funds Needed
Creekside Park	Under Construction	\$779,776
Park Shade	Permitting	\$6,850
Total Funds Committed		\$786,626

Table 4 – Current Funds Available for Future Projects

CIP Fund	Uncommitted Funds
City Park	\$21,185
Neighborhood Parks	\$34,930
Total Funds Available	\$56,115

Currently all park impact fees that are collected are allocated to the Park City Sports Complex. There is a balance of \$2,235,715 in this fund.

RAB and staff recommend the following priority work plan for neighborhood parks and City Park:

Skatepark: Last year Council directed RAB to work with those interested in covering the skatepark and to determine the cost of creating a facility for year round skating.

The user group came to a RAB meeting and had quite a lengthy discussion about options. From the meeting the user group was asked to come back with ideas and examples of other skateparks that are covered for year round use.

Staff worked with a sales rep for park pavilions to determine the cost and feasibility of covering the skatepark. Given the span needed and the snow load requirements the only way to cover the park is with a custom structure. If a pavilion type structure were to be used the span is so great that there would need to be columns installed to support the roof.

We did receive a rough estimate from Fabric Architecture that gave an estimate of \$60 a square foot installed. The upper skatepark is 28,200 SF and it would cost \$1.7 million installed, the lower park is 13,818 SF and would cost \$830,000 installed.

RAB recommends that the skatepark should not be covered for reasons outside of the cost. Any structure that was to cover the park would need to be in place year round. This would greatly diminish the current views from the park as well as from Deer Valley Drive. A structure would also have many impacts operationally that could change the current use. Currently the park is free and unsupervised. If a structure is put over the facility the park would need to be supervised and potentially a fee charged for its use.

The current skating season averages from 7 to 8 months with some years being 9 months in length. The park was not closed until the middle of December last year and it was open by the middle of March.

A few skaters interested in covering the skatepark returned to RAB in early October to get an update on covering the park. RAB gave them the information above & they understood that covering the park was not going to be realistic.

The idea of lighting the park was brought to Council last year during RAB visioning and at that time Council was not interested in pursuing this option. If the park were to be lit it would extend the skating season significantly because once November hits it is dark by 5 p.m. and there is little time for the park to be used once school is let out for the day. Lights would allow the park to be used into the evening.

When the park was originally built the Planning Commission restricted the use of the facility to daylight hours through the approval of the CUP. The Land Management Code would allow lights but the CUP would need to be amended. The lighting needed for a skatepark is much less intense than the lighting for playing surfaces. Street light type lighting is sufficient for a skatepark. The lights would be under the same restrictions as the playing field and basketball/volleyball court lights currently in use at City Park.

If Council is still interested in looking at expanded options for skateboarding Council could reconsider the option of installing lights at the park. If Council is interested in creating a location for year round skateboarding RAB and staff recommend looking at a facility other than the current skatepark.

City Park: Last year Council was supportive of hiring a landscape architect to create a Master Plan for the north & south end of City Park. RAB and staff have not moved forward with this but are still interested in doing so. RAB and staff recommend hiring a landscape architect to begin the process of getting a master plan in place for these areas. A key component of the Master Plan will be getting citizen input as the plan is developed. Sullivan Road through the north end of the park is scheduled to be rebuilt in FY 2012. It will be important to coordinate the reconstruction of the road with any park improvements. Estimated Cost for conceptual master plan services is \$15,000.

Dog Park: The City made additional improvements this summer pouring concrete around the entrance and placing crusher fines inside the park to limit the mud and dust. The cost to complete this work was estimated at \$50,000. The actual cost was approximately \$27,000.

The Dog Park User Group is using the funds raised to purchase and install shade at the park. Staff is helping to facilitate this as the funds will be donated to the City and then used for the shade.

Once the shade is installed RAB and staff recommend that no additional City funds are spent on the facility until the user group raises additional funds.

Dogs: The issue of dogs being off leash on trails, city parks and around town has been an ongoing issue that ebbs and flows over the course of the year. Currently the only place that dogs are legally allowed to be off leash is on their property or the dog park.

A trend in some communities is to create Off Leash Areas (OLA's) which takes the idea of the dog park and expands it to other areas in the community. These areas are generally unfenced and are regulated by signage that restricts off leash use to certain days or hours.

Is Council interested in RAB looking at the issue of dogs being off leash and potentially proposing the creation of OLA's? In particular the Library Field has become a defacto OLA with many residents bringing their dog there to play and socialize with other dogs. The socialization goes beyond the dogs as there is a social aspect for the owners of the pet with other pet owners.

The other area RAB could look at is recommending a policy for trails and off leash areas such as Round Valley. Currently Round Valley is used by many as an off leash area although some users continue to leash their dogs. Staff has been working with the Wildlife Protection Society (WPS) and there are concerns with encounters between people and dogs off leash with both predatory wildlife (coyotes, mountain lion) and larger non-predatory (moose, elk, deer) in Round Valley. Staff is working with the WPS to provide signage and instruction at trail-heads to help avoid problematic encounters. Designating Round Valley as leash free will only raises the likelihood of having problematic encounters.

Creating OLA's will likely be a difficult issue that will likely cause community wide debate. When the idea of RAB taking on this issue was brought up the board was not overly enthused with the prospect of taking this on.

Racquet Club Subcommittee: At last year's RAB Visioning Council was supportive of looking at a name change to the Racquet Club. RAB and staff recommend changing the facility name to the **Park City Recreation Center**. The timing of rolling out the new name will be phased as the facility renovation begins.

If Council is supportive of the new name then staff will begin to roll out the name slowly on such items as staff clothing, program flyers, website and rate cards. The real push with the new name will be when the facility reopens and the "Racquet Club" name is not on the building.

This subcommittee will continue to play a vital role as the remodel takes plans are finalized. The subcommittee has served as an important link between the community and staff and would like to continue to do so. The subcommittee has been involved in all meetings with VCBO Architecture and staff as plans for the remodel are developed. RAB will play a key role as the plans are shown at public meetings and the overall master plan is developed for the facility.

Community Outreach Subcommittee: For the past three years RAB and staff have been working to increase participation and awareness of recreation programs that the City offers. There has been great success compared to where we were but there is still much that needs to be done. This past summer we gave scholarships to children that participated in swim lessons, skateboard clinics, tennis camp, summer day camp and soccer camp.

Staff continues to work with “ACT” (Agencies Coming Together) which has been working together to develop a cohesive plan for engaging the underserved population. The biggest ongoing programming is the onsite programming that is done at the various apartment complexes.

This is a program where a different agency is assigned to organize activities on site at Aspen Villas, Parkside, Ironhorse, Holiday Village and other identified locations from 3:30 to 5 p.m. once a week. This program has been very successful and is helping to build a relationship with the Latino population.

This past year summer the Tennis Department applied for a United States Tennis Association (USTA Grant) that would fund a tennis pro to teach lessons with Holy Cross Ministries. Unfortunately we were not selected to receive funding. Despite not receiving funding we will still teach the lessons but on a scaled back basis as to what the grant would have enabled us to teach.

The greatest challenge is getting participation in organized sports. This is due to the need for the children to be transported to playing fields all over the area. If a parent is unable to transport their child then they must rely on others to do so. The parent must also have a high comfort level in order to send their child off with someone else.

RAB and staff would like to continue to engage the underserved population and work to get even greater participation in programs.

Department Review: Budget, Legal, Sustainability, Recreation & Library, and City Manager

Alternatives:

E. Approve the Request:

Provide direction to RAB and staff with regards to the recommended work plan and formation of a parks, dogs, community outreach, and Racquet Club subcommittees.

F. Deny the Request:

Council may direct RAB and staff in a different direction than the one outlined in this report.

G. Continue the Item:

Council may continue the item to a future date

H. Do Nothing:

This will result in a lack of clarity and direction to staff & RAB.

Significant Impacts:

By giving direction to the RAB future recreational amenities and programs will continue to be developed that will meet the community's needs.

Consequences of not taking the recommended action:

No action is required only direction to the RAB and staff with regard to the items outlined in the proposed work plan.

Recommendation:

Provide direction to RAB and staff with regards to the recommended work plan and formation of a parks, community outreach, and Racquet Club subcommittees.

Attachment 2

RECREATION ADVISORY BOARD

Policies and Procedures

1. The RECREATION ADVISORY BOARD (BOARD) is created by Municipal Code of Park City ("Code") Section 2-4-17, attached as Exhibit A and incorporated herein. Nothing in these policies shall overrule any requirement in Section 2-4-17, as amended
2. The Board will advise City Council and staff on parks and recreation policy as requested by the City Council and consistent with the Code. The City Council will refer particular matters to the Board for discussion, public input and recommendations. The Mayor or Council liaison member will communicate the Council's referral of a matter to the Board.
3. The Board shall meet annually with the City Council as part of the Council's visioning workshop, or as otherwise directed by the Council, to receive updated city goals and direction from the City Council.
4. The Chair of the Board shall communicate regularly with the City Council Board liaison member regarding priorities of the Board as they relate to City Council goals. The City Council liaison member will typically report Board progress on matters to the City Council at least once a month. The Board will provide a quarterly progress report to the City Council during work session of a regular meeting.
5. The role of the City Council liaison will be to:
Attend regularly scheduled meetings.
Communicate back to the Board recreation issues brought to Councils attention, or acted on by City Council.
Notify Council of recreation issues brought to the Board by citizens.
Align Board priorities with Council goals.
Be a non-voting member of the Board.
6. The Board may request background information from the recreation staff, but such requests shall typically occur at meetings and information shall be requested by the Board as a whole, and all members of the Board shall receive a copy of the information. Board members will use reasonable efforts to communicate independent research material and ex parte information received from the public to the other Board members.
7. Closed meetings may only be held for purposes authorized by U.C.A. 54-4-5, as amended. A quorum for the transaction of business shall be a simple majority of the Board members. Minutes shall be kept at all meetings.

8. Special Task Forces for the study of particular issues may be created by the Mayor and Council. Task Forces may include members of the Board. They will typically serve for 6 months, or until they have completed the work for which they were appointed. Each Task Force shall meet goals and objectives as outlined by the Mayor and Council. The Task Force will elect a Chair to communicate with the Mayor and City Council. City Manager will approve any staff involvement in these Task Forces.
9. Special committees may be appointed by the Chair, with the advice and consent of the Mayor and City Council. These committees will deal with operational and capital project issues. City Manager will approve any staff involvement in these committees.
10. Special “Friends” groups may be formed by Staff, with the advice and consent of the Mayor, City Council, and City Manager. These groups may include members of the Board. Staff will communicate directly with Council any Council issues brought to the group. These groups will deal with user specific programming, operational, and capital issues.
11. At its first meeting, and annually thereafter, the Board shall elect a Chair, Vice-Chair and any additional officers as necessary. The Chair shall preside at all meetings, appoint all committees with the concurrence of the Board, call special meetings, and generally perform the duties of a presiding officer. The Vice-Chair or a Board member designated by the Chair shall preside when the Chair is absent. The agenda for meetings shall be prepared and noticed by the Recreation Manager and the Chair.
12. The Board shall also act as a sounding board for new recreation policies and programs. The Board will hear initial proposals by the public for new programs and ideas, unless otherwise decided by the City Council. Prior to initiating staff time or resources on a new program or policy, the Board shall inform the City Council of the matter and request direction on how to proceed and the timing priority of the new matter.
13. The Board may provide annual policy recommendations in conjunction with the City’s review of the General Plan with regard to use of City facilities and property for recreation purposes, and recommendations on recreation policies generally.

Project Purpose:

To creatively evaluate underutilized, undeveloped or otherwise overlooked areas within City Park to complement, enhance and improve the recreational, social and environmental offerings to the community.

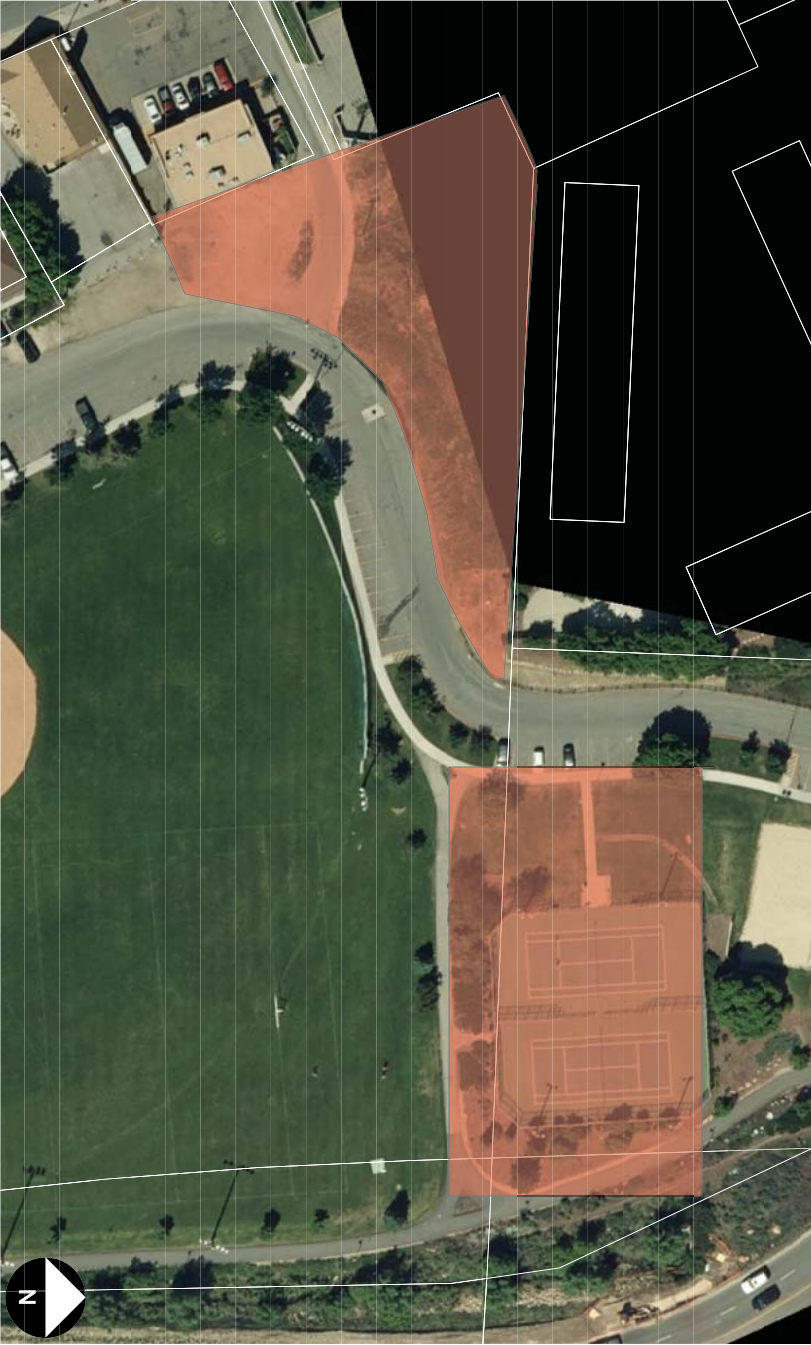
Identified Opportunities:

- North End
 - Tennis
 - Snow Creek / 7-Eleven Parcels
 - “The Hub”
- South End
 - “The Woods”

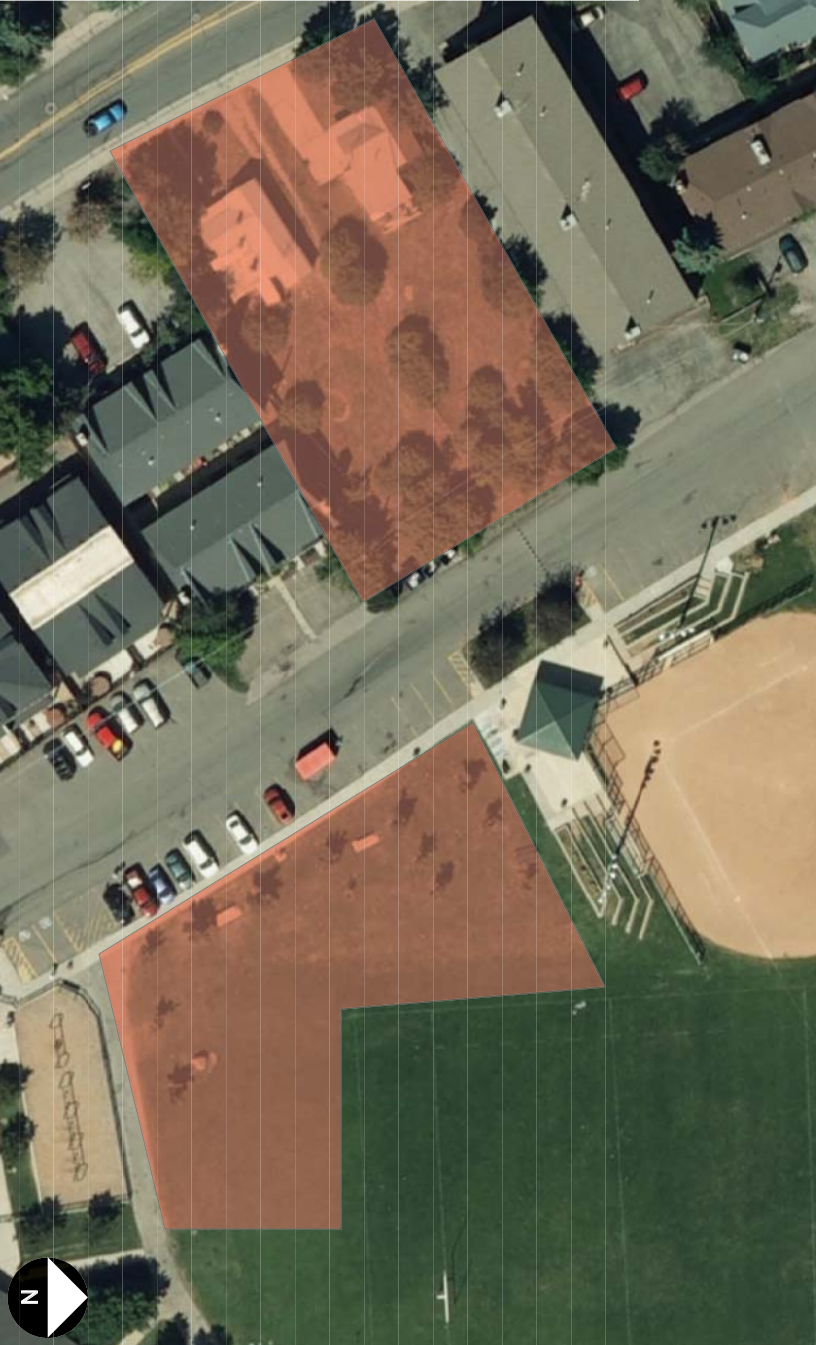
Brainstorming / Design Concepts

A **Parti** or **Parti pris** / from the French **Prendre parti** meaning “ to make a decision ”, often referred to as **the big idea**, is the chief organizing thought or decision behind an architect’s design presented in the form of a basic diagram and / or a simple statement.

- North End - Snow Creek Parcel
 - Option 1 - It’s all about Softball
 - Option 2 - Where does your garden grow?
 - Option 3 - Things you can throw.
- North End - “The Hub”
 - Softball warmup
 - Beer garden
 - Event venue
 - Observation deck
- South End - “The Woods”
 - Option 1 - The Discovery Garden
 - Option 2 - The Arboretum
 - Option 3 - Landscape as Art
 - Option 4 - Legacy Forest



North End: Snow Creek / 7-Eleven Parcels and Tennis Courts



North End: The Hub



South End: The Woods

DISCUSSION AGENDA



SALT LAKE CITY
10 Exchange Place #112
Salt Lake City, UT 84111
www.ibigroup.com
tel 801 532 4233
fax 801 532 4231

PARK CITY
340 Main Street #203
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tel 435 615 8394
fax 435 615 8397



CITY PARK
Park City, Utah
June 2010



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WHERE DOES YOUR GARDEN GROW?

North End: Snow Creek / 7-Eleven Parcel

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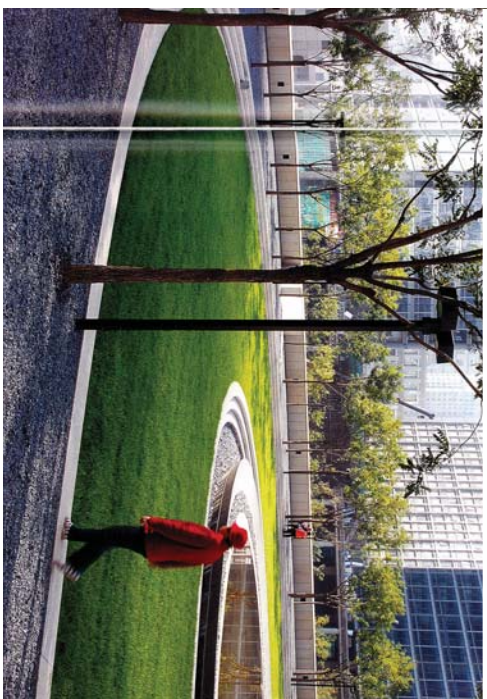
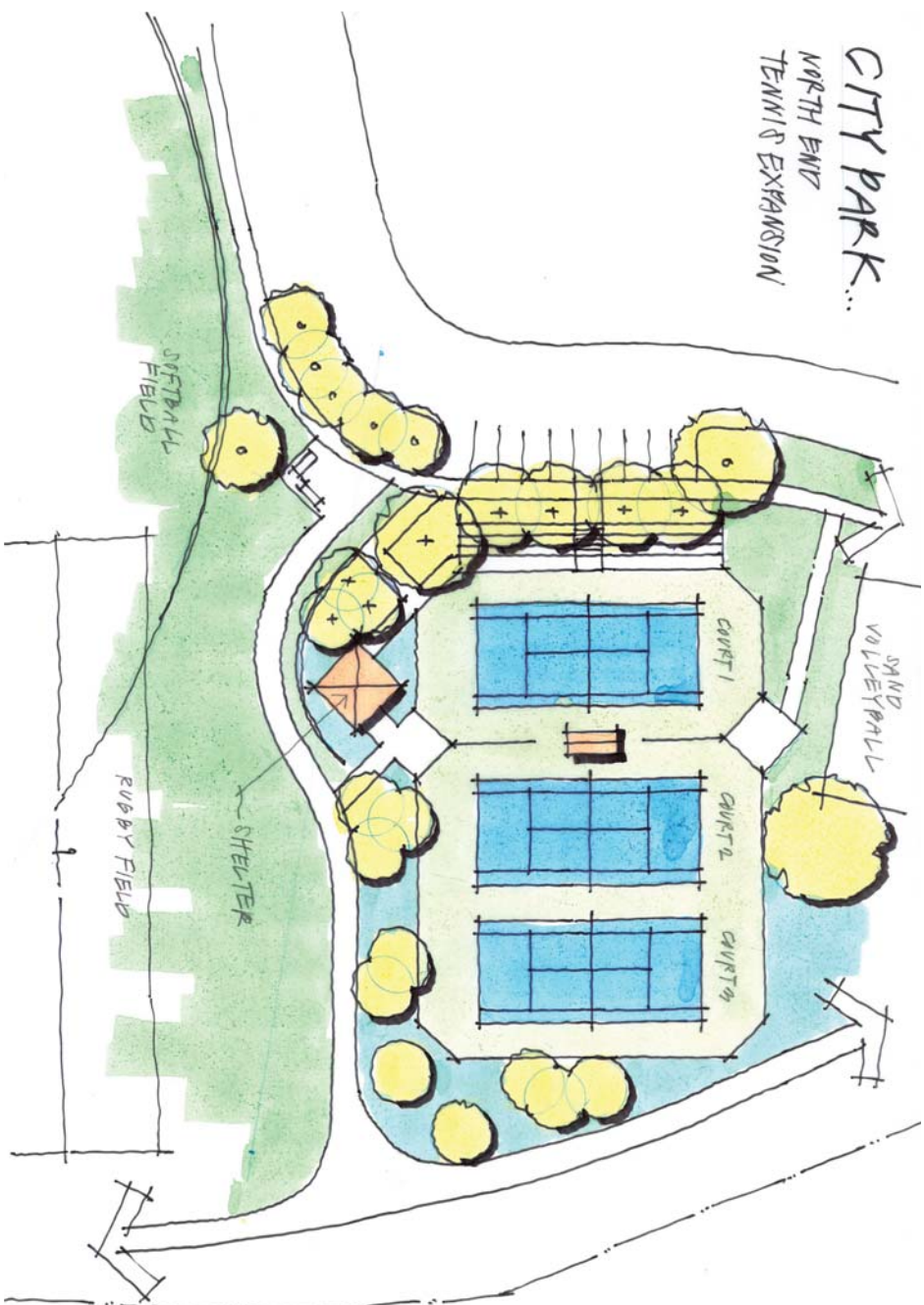
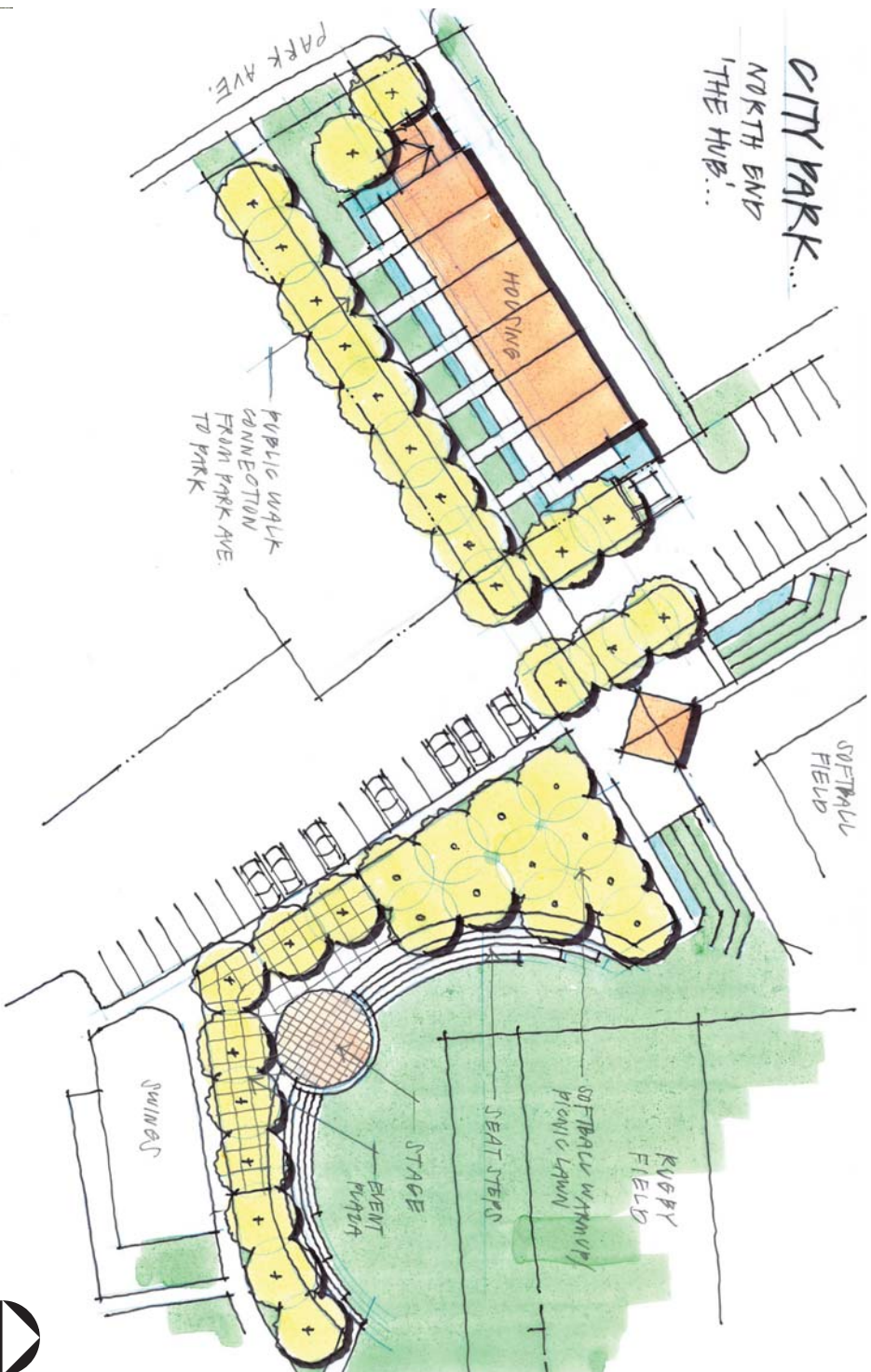
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THINGS YOU CAN THROW

North End: Snow Creek / 7-Eleven Parcel

CITY PARK
Park City, Utah
June 2010



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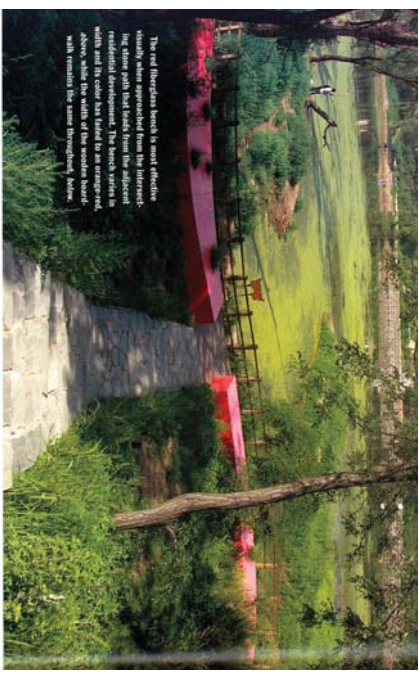
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TENNIS AREA / THE HUB

North End

CITY PARK
Park City, Utah
June 2010



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LANDSCAPE AS ART
South End

CITY PARK
Park City, Utah
June 2010

**PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
OCTOBER 14, 2010**

Present: Mayor Dana Williams; Council members, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Matt Cassel, City Engineer; Michael Kovacs, Assistant City Manager; Bret Howser, Budget Manager; Linda Galindo, Consultant; Kim Leier, Human Resources Manager; and Craig Sanchez, Director of Golf

1. Council questions/comments. Liza Simpson requested an update on the green roof on the garage shell. Joe Kernan commented on his trip to Costa Rica where he is building a house. Cindy Matsumoto stated that she attended the HPB meeting where liaisons were appointed to the Planning Department and the design review team and an award program was also reviewed. She invited the public to attend the Friends of the Library luncheon next week and the Peace House candlelight vigil to be held on October 19 in City Park. Alex Butwinski noted that he attended a Public Art Advisory meeting and a Planning Commission meeting. The Viper event on Main Street was excellent. Candace Erickson relayed that the Historical Society met on October 7 and attendance numbers were discussed. The annual membership Dungeon Party is scheduled on October 29 and will be held at the Elks Lodge. She commented on how well the Holiday Ranch paving project has gone. Mayor Williams spoke about the Play for Change Concert at the Eccles Center and Jim Santy's memorial service.

Matt Cassel updated members on the Bonanza Drive project. The color concrete and planter work is slated for next year but Bonanza Drive will not be closed again. The Comstock Tunnel project was discussed.

2. Guidelines for conducting City Council meetings. Tom Bakaly explained that it is recommended to put meeting practices into writing. If public input is anticipated, he suggested addressing technical issues first and reserving stating policy positions until after public input. If discussion of an item is moved to *Additional Discussion* on the agenda, Mark Harrington suggested making a motion so that the public is noticed that it will be addressed again later in the meeting.

Joe Kernan felt the staff report should be presented first with questions from members, and then take public input, then Council gives input and staff provides additional feedback. He encouraged not expressing too strong of a position, direction or decision until all of the input from members, staff and the public are heard. The steps could be better clarified on the agenda. The Mayor felt meetings are already conducted in that order. Alex Butwinski agreed but felt there is a grey area between technical questions and beginning to form an opinion without the benefit of public input. Liza Simpson acknowledged the importance of receiving public input first but doesn't have an issue with a member explaining his or her opinion on an issue before a full discussion has

taken place. She felt Council members are respectful of each other and sometimes change each other's minds during discussion of an item. Often an expressed opinion frames a discussion. Mr. Kernan again described an extra step of conducting a full discussion and hoped a *sentence* could be added to the agenda to remind members of the process. Candace Erickson pointed out that at the point of a final vote; every member has the right to speak. Tom Bakaly advised that the guidelines do not need to be formally adopted.

Mayor Williams acknowledged the proposed time limits for speaking in the recommended guidelines and questioned if they are needed. Mark Harrington explained that it provides Council with the authority to impose time limits in the event there is a disturbance or problem during a meeting. Joe Kernan felt that limits on input may reserve more time for members to deliberate. Candace Erickson recognized that someone could deliberately monopolize a meeting and having time limits in place is a tool to control the situation.

3. Budgeting for Outcomes and Pay Plan philosophy. Bret Howser discussed better utilizing performance measure information. One of the goals of budgeting for outcomes is to link the dollars spent to Council goals and the community vision. The results team is working on a process to strengthen the links and is creating strategy maps identifying key factors in achieving goals. He discussed departments bidding on levels and costing out services. Council will prioritize these services and *purchase the bids* on an annual on-going basis and part of the bids will be performance measures related to that service. New performance measures will be benchmarked with other cities.

By way of example through a PowerPoint presentation, he displayed and explained a strategy map on preserving Park City's character. Mr. Howser clarified that each department will submit a bid for a program associated with a goal or key factor and how it relates on the strategy map. The costs at different levels of service and the performance measures will be provided to Council. At the end of the year, a report will be generated on all of the performance measures included in the bids with comparables. He reiterated the purpose in linking dollars spent to community vision and producing more meaningful performance measures. Mr. Howser felt the process will make the organization more accountable.

Consultant Linda Galindo explained that the experience and success of hosting the 2002 Winter Olympic Games provided an opportunity for the City to focus on a culture of teams and accountability. Today, the City is ready with a culture of teams and accountability to respond to current economic pressures and Council's service level prioritization. It is a shift is from a hierarchical operation and it challenges everyone to consider the big picture and not just their part to ensure Council goals are owned and direction is implemented. Ms. Galindo relayed that an outcome from teams has been a much broader development of employees and the concept of teams and accountability is well established in many organizations. She spoke about an accountability assessment conducted in 2008 with 18 cities in the Utah City Management Association.

Park City's results have steadily been increasing between 2003 and 2008 in the areas of personal responsibility, accountability, team, and culture for high performance. Ms. Galindo interpreted the responsibility and accountability scores in the 2010 assessment to mean that the work force is very anxious to own, act on, and answer for results but tend to over-commit. She emphasized the importance of giving clear directives and pointed out that operating at a high performance level is an on-going process. Ms. Galindo described Park City as operating at a Level 3 Team which is self-managed. She felt that teams promote high level performance without a lot of stress.

Michael Kovacs explained that employee engagement is people actively engaged in their jobs; proactively handling problems. He stated that the Gallop Poll shows the national average at 33% and Park City reached 83% in 2008. It dropped to 81% but he felt our culture is in good shape. He discussed the very favorable results of citizen satisfaction surveys which are not typical of other communities. The internal customer service program to evaluate departments was explained. Ms. Galindo believed team evaluations are more broad-based than individual reviews. She felt the team and accountability concept directly relates to service delivery and implementing Council direction.

Tom Bakaly suggested returning to Council on November 11 with an update and in December to prioritize service levels. He suggested reviewing the pay plan after the service level exercise which could occur at Visioning. Bret Howser explained that a matrix will be developed so that basic differences in service levels will be indicated. The 2008 and 2010 surveys were discussed. The differential bonus structure in 2006 for exempt and non-exempt employees was explained; they are now the same. In response to a question from Mr. Butwinski about directing and evaluating self-managed teams, Tom Bakaly explained that performance is based on accomplishing Council's goals. He reviews all evaluations to make sure that the process is working and very rarely interferes. Craig Sanchez explained elements of the Gallop surveys in response to questions from Mr. Butwinski.

Joe Kernan believed most tasks can be measured whether it is done by a team or an individual and some functions are more suited to an individual than a team. Mr. Bakaly spoke about basic duties that employees have to perform, individual competencies, team competencies, and individual goals or areas of development. He explained the concept of 360° reviews and pointed out that each team is different. The team and accountability approach is a long way from the times when managers were all paid the same salary. For the benefit of Cindy Matsumoto, it was clarified that employees aren't over-committing because of lack of resources. Tom Bakaly spoke about over-seeing teams. Kim Leier explained that in recent years the City Engineer, Planning Director, and Chief of Police positions were filled but there hasn't been an increase in employee turn-over.

Mr. Kernan emphasized that Park City's average cost per employee is growing much faster than the national average which he hopes is appreciated. He referred to the City Manager's recommended budget last year where every extra dollar in the operating

budget was going to additional personnel costs, which is a huge commitment. The Council reduced costs but it is a huge commitment to maintain the pay plan philosophy. Candace Erickson expressed her initial uncertainty about the team concept but felt it has gone better than she expected and overall has been pretty impressive. Cindy Matsumoto asked if employees have been surveyed about teams. Craig Sanchez explained that it was included in the employee engagement questions and Tom Bakaly recalled that employees were clear about teams and held them accountable. Liza Simpson believes this approach provides flexibility and has its benefits but there are some departments where the hierarchical system is more appropriate. Joe Kernan believed that teams can also improve individual performance and have a lot of value.

Alex Butwinski suggested conducting the pay plan discussion first or on a parallel track with service levels. The pay plan is more important to him than the methodology to implement the philosophy and some of Mr. Kernan's points should and can be addressed. The discussions should begin sooner rather than later. Cindy Matsumoto agreed. She recalled that adjustments to the pay plan were made as a part of the budget adoption including a decrease in bonuses from 6% to 4% and a cap of 5% every six months. At the time, she expressed that she wouldn't feel comfortable proceeding into the next review period without a detailed discussion of the pay plan.

Ms. Erickson stated that today's discussion is not what she envisioned for the pay plan. The City Manager explained that the adopted personnel policies include the 5% per six months bonus cap. Joe Kernan expressed his concern in delaying the review of the pay plan. Mr. Bakaly stated that his recommendation is not to do a pay plan this year but to award a 2% raise on July 1 to keep up with the market. It's going to be extremely difficult to formulate a pay plan by spring. Liza Simpson stated that she is uncomfortable changing the pay plan until service levels are set but is willing to have a philosophical discussion covering Mr. Kernan's questions. She favored giving the 2% and not doing a pay plan this year. Alex Butwinski felt the discussions should begin now and disagreed that service levels need to be set first. The City Manager suggested beginning with determining the appropriate formula (i.e., average of top five cities) for level of pay. Ms. Erickson expressed her concern that bonuses and/or raises are expected on a regular basis. There are certain jobs that are simply not worth paying more money.

Tom Bakaly suggested keeping the pay plan flipped and providing the 2% this year. A new policy could be implemented the following year. Members agreed that discussions on the pay plan should be regularly scheduled.

Prepared by Janet M. Scott, City Recorder

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
OCTOBER 14, 2010**

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, October 14, 2010. Members in attendance were Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Janet Scott, City Recorder; Jon Weidenhamer, Economic Development Manager; Francisco Astorga, Planner; and Mark Harrington, City Attorney.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Main Street event closures - The Mayor understood that some merchants on Park Avenue are concerned about the scope of street closures not providing access to their businesses and attracting patrons. Andy Beerman explained that PCHA is aware of the issue but felt it was inappropriate to bring up the Main Street Halloween application at such a late date. He assured members that it is a topic that will be addressed by the group.

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

None.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF SEPTEMBER 23 AND 30, 2010

Alex Butwinski noted that Brian VanHecke's letter is not made a part of the September 30, 2010 minutes. The City Recorder advised that it was read off of a cell phone and a written letter was not submitted. Liza Simpson, "I move we approve the work session notes and minutes of the meetings of September 23 and 30, 2010". Joe Kernan seconded. Motion unanimously carried.

Liza Simpson referred to comments made in the September 30 work session notes regarding taxi regulation where the Legal Department agreed to investigate a longer waiting period for issuing a license. Mark Harrington explained that the task force understood that the amendment would have to be based on a health, safety and/or actual processing need and reason. Because taxi licenses average ten days to process, imposing a 90 day waiting period is not recommended.

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

1. Consideration of a Contract with Design Workshop for Phases III – V of the Lower Park Avenue Redevelopment Authority Action Plan to be shared with the Park City Redevelopment Agency, in the amount of \$57,618, in a form approved by the City Attorney – Jon Weidenhamer described the history of the lower Park Avenue Redevelopment Agency and the phases of the project. The City owns property in the area and it is intended to work with adjacent private property owners to accomplish goals articulated by Council members. Phase 3 includes a market analysis and Phase 4 is a carrying capacity study; both are potential components of other plans. Phase 5 is an overall wrap-up of the prior four elements, including a redo of Phase 1, the project list. An internal team reviewed the proposals and recommends the award to Design Workshop. The funding source is split between the City and the RDA.

The Mayor acknowledged that only two bids were submitted and asked why the more expensive one is being recommended by staff. Mr. Weidenhamer responded that Design Workshop worked on Phase 1 and its methodology and project approach seemed more effective in setting the ground work for the market analysis. The other bidder lacked experience in resort economies. Candace Erickson questioned the task described as *diversifying the resort economy*. Jon Weidenhamer explained that it is an attempt to ensure that the same types of resort businesses are not competing against each other or are not redundant because of location. Alex Butwinski asked about participation from Park City Mountain Resort which was suggested in an earlier work session, and Mr. Weidenhamer stated that he did not pursue a partnership. The Mayor invited public input; there was none.

Liza Simpson, “I move we approve a contract with Design Workshop for Phases 3 through 5 of the Lower Park Avenue RDA action plan to be shared with the Park City Redevelopment Agency in the amount of \$57,618, in a form approved by the City Attorney”. Cindy Matsumoto seconded. Motion unanimously carried.

2. Consideration of an Ordinance for The Deer Valley Place Condominiums Record of Survey Plat located at 601-603 Deer Valley Drive, Park City Utah – Francisco Astorga explained that the project includes non-conforming elements relating to parking, access, retaining walls and landscaping which all have been addressed in the conditions of approval. In response to a question from Liza Simpson, the City Attorney stated that Condition No. 6 has been rewritten so it is clearer. The Mayor opened the public hearing and with no comments, closed the hearing. Joe Kernan, “I move we approve New Business Item No. 2”. Liza Simpson seconded. Motion unanimously carried.

3. Consideration of an Ordinance for The Retreat on Deer Valley Drive Condominiums Record of Survey Plat located at 605-607 Deer Valley Drive, Park City, Utah – Francisco Astorga stated that the application was previously named *The Lofts* but the name had already been taken and the project has been renamed *The Retreat*. He pointed out the similar findings of fact, conclusions of law, and conditions of approval as written for Item 2. The Mayor opened the public hearing and hearing no comments,

closed the public hearing. Joe Kernan, "I move we approve New Business Item No. 3". Candace Erickson seconded. Motion unanimously carried.

VI ADDITIONAL DISCUSSION – AGENDA ITEMS

None.

VII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 12:30 p.m. Members in attendance were Mayor Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Karin Hobbs, Consultant, Tom Daley, Deputy City Attorney; Jon Weidenhamer, Economic Development Manager; Bret Howser, Budget Manager; Joan Card, Consultant, Diane Foster, Sustainability Manager; Michael Kovacs, Assistant City Manager; Kathy Lundborg, Water Manager; Jason Christensen, Legal Intern; and Mark Harrington, City Attorney. Liza Simpson, "I move to close the meeting to discuss personnel, property and litigation". Cindy Matsumoto seconded. Motion carried unanimously. The meeting opened at approximately 4 p.m. Liza Simpson, "I move to open the meeting". Candace Erickson seconded. Motion unanimously carried.

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott, City Recorder

**PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
OCTOBER 21, 2010**

Present: Mayor Pro Tem Liza Simpson; Council members, Alex Butwinski, Joe Kernan, and Cindy Matsumoto

Tom Bakaly, City Manager; Polly Samuels McLean, Assistant City Attorney; Nate Rockwood, Budget Analyst; Rhoda Stauffer, Housing Specialist; and Tommy Youngblood, Special Events Analyst

Kimberly Kuehn, Park Silly Sunday Market

Absent: Mayor Dana Williams and Council member Candace Erickson

1. Council questions/comments. Cindy Matsumoto commented on the Vigil held by the Peace House this week to bring attention to and support against domestic violence. Alex Butwinski encouraged everyone to vote especially since it is so convenient with early voting available at the Marsac Building. Liza Simpson was pleased to announce Park City's Green Power Leadership Award from the EPA which was presented in Oregon this week.

2. Quarterly goals update 3rd quarter. Liza Simpson believed the document in the packet is not the most recent because the information appears outdated. Alex Butwinski agreed and felt it would be better to review it with the proper data. He brought up the fact that target dates are rarely met and he hoped there is a better way to project them so they are more accurate. This review will return to Council.

3. Special service contract request. Nate Rockwood explained that policy has been changed so Council can consider extraordinary requests, outside the normal budget cycle, every six months. One application was received during this period from The Friends of the Utah Avalanche Center and the Council subcommittee reviewed it and found that it met all of the requirements for an extraordinary request. Joe Kernan expressed his interest in the Center maintaining its current number of seminars at 30. He felt that this organization provides a good service to the community and members supported the award of \$1,200.

4. Affordable housing update. Rhoda Stauffer explained that the state requires that municipalities develop and update a moderate income housing plan every five years. The last plan produced for Park City occurred in 2005 and projected needs to 2010. Staff is currently updating the plan to meet affordable housing needs to 2015. The first step in the process is the 2010 housing marketing assessment completed by James Wood of the University of Utah and the staff report provides a few highlights from the assessment. The 2010 Census data as well as results of our own survey on employees and employers are needed in order to thoroughly analyze affordability trends and projections of housing needs to 2015. She stated that over the next six to twelve

months, staff will use all three sources of data to formulate a future plan and the 2007 affordable housing resolution will be revised.

In 2010, thirteen units were completed and all but one family has moved in. The Snow Creek Cottages received the Project of the Year Award from the Utah Housing Coalition. She reviewed other accomplishments for 2010, including providing seasonal housing for transit workers and discussed conducting compliance reviews on deed restricted properties.

Ms. Stauffer noted that there are currently 453 affordable units within the City limits; 385 are rental and 68 are owner-occupied and in the next few years, there will be over 600 affordable units. It is projected that by 2015, using growth rate projections based on the 2000 Census, an additional 120 rental units will be needed for low income households and 80 owner/occupied units will be needed for moderate income households, which may be provided through the Park City Heights development. Many of the renter households have high housing costs and 40% of low income renters are paying more than 50% of their income for housing while federal guidelines recommend no more than 30%. Since 2005, the median sales price for condos increased by 40.6%, single family homes 96%, yet incomes rose by only 24%. Over the next six to twelve months, staff will be conducting a survey of employees and employers on housing needs and trends utilizing the 2010 Census data.

In response to a question from Alex Butwinski about housing costs, Rhoda Stauffer explained that median sales price data from the Board of Realtors is used. He advised that when determining senior housing needs to consider that many older people leave for warmer weather. Mr. Kernan felt that median sales price data often represents what type of product is being sold not necessarily affordable housing information. It would be helpful to have some information on the relative price of studios, smaller units, etc. so price information is not skewed with high-end housing. For the benefit of Liza Simpson, Ms. Stauffer explained the mortgage assistance program and the five year deferral option. Joe Kernan felt that at some point it would be helpful to have a list of City-owned properties that could accommodate affordable housing projects in the future.

5. 2010 Park Silly Sunday Market debrief. Tommy Youngblood explained that after eight months of contract approval, it appears that the PSSM is meeting its obligations. PSSM receives about \$90,000 per season; \$40,000 for the operations of the market below Heber Avenue; \$10,000 value in kind used for electrical work and the stage; and \$2,000 for scheduling market activity on upper Main Street including the pocket parks at Miners and the Farmers Market at the Post Office. Fee waivers total \$25,000, for police and building enforcement services and \$30,000 is intended for cross marketing. The City's contribution averages about \$6,000 to \$7,000 per week for 15 Sundays of operation. He explained that Bob Kollar from the Chamber has been involved in the cross promotional and marketing efforts this year and a list of specifics for the distribution of those funds has been formulated and will be included in the supplemental plan for 2011. He felt the market was very successful this year and drawing the energy up Main Street has worked, acknowledging that some merchants

still feel it hasn't worked positively for them. However, all parties are involved in creating a better year for 2011. The HPCA and PSSM are currently discussing different options and the plan spells out specific experimental closures. The supplemental plan will be presented to Council before the 2011 season. Finally, the business plan for PSSM is being developed so that it is more stable and it will be presented with the supplemental plan. Staff feels that the City's contribution is being well spent and will clarify the cross-promotional solutions as plans move forward.

Cindy Matsumoto felt it would be helpful to find a method to count attendance and Tommy Youngblood advised that staff is working on this since it would be helpful in evaluating all special events. Because there are so many ways to access Main Street, some ideas include counting parking spaces or looking at sales receipts. PSSM and staff counted separately and the final compared total was only 5,000 off. Ms. Matsumoto asked how parking fees are working and Mr. Youngblood was uncertain if the increase is working as planned because he doesn't have the numbers yet. Mr. Kernan believed that PSSM has done a great job and he appreciated the cooperative efforts between the HPCA and PSSM. Alex Butwinski pointed out that waivers were estimated at \$25,600 while actuals are \$28,300 and he asked how the difference is accounted for and also asked how PSSM is charged for additional City services incurred that are not part of the agreement. Mr. Youngblood discussed the facilitation fee charged as a part of business licenses which is specifically designed to cover services associated with special events. Discussion ensued on a methodology to determine which patrons are specifically coming to Main Street and which patrons are specifically going to the PSSM.

Alex Butwinski referred to various deadlines outlined in the staff report for next year and Mr. Youngblood stated that he feels they are realistic and all parties are committed. Mr. Butwinski commented on the \$67,000 profit and Kimberly Kuehn stated that they made a profit and are continuing to seek financial advice for a positive future.

Prepared by Janet M. Scott, City Recorder

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
OCTOBER 21, 2010**

I ROLL CALL

Mayor Pro Tem Liza Simpson called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, October 21, 2010. Members in attendance were Alex Butwinski, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Mayor Dana Williams and Candace Erickson were excused. Staff present was Tom Bakaly, City Manager; and Roger Evans, Interim Chief Building Official.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Building Department inactive permit system – Roger Evans discussed addressing abandoned unfinished projects. For over thirty years, the Code has provided 180 days to complete a project after receiving a building permit and starting construction. *Starting construction* is defined in Title 11. Once the permit is issued there is nothing in the Eden system to track the 180 days but this has been remedied as of today. Staff is focusing on the properties receiving the most complaints and investigating foreclosures in an effort to move on. He reported that building activity hit rock bottom last year but almost every month in 2010 reflects an increase from last year. Extensions are allowed and it is estimated that there are 2,000 to 3,000 inactive permits that need attention.

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

None.

IV CONSENT AGENDA (*Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon under “Additional Discussion – Agenda Items”*)

The Mayor Pro Tem recognized Ms. Whelehan who requested the second Resolution on the Consent Agenda. Gibbie Whelehan thanked members for considering declaring November as Pancreatic Cancer Awareness Month. She relayed the history of the Pancreatic Cancer Action Network and her role in the organization. This is a disease that needs much more attention and awareness and this Resolution is a step toward that goal.

Joe Kernan, “I move we approve the Consent Agenda”. Cindy Matsumoto seconded. Motion carried.

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

1. Consideration of a Resolution authorizing the issuance and sale of not more than \$2,300,000 aggregate principal amount of sales tax revenue bonds, Series 2010 (or such other series designation selected by the Issuer), of Park City, Utah for the purpose of refinancing the cost of certain land and improvements originally financed with bonds of the Redevelopment Agency; calling a public hearing and establishing a time, place and location for said public hearing; providing for publication of a notice of public hearing and bonds to be issued; providing for a pledge of sales tax revenues for repayment of the bonds; fixing the maximum aggregate principal amount of the bonds, the maximum number of years over which the bonds may mature, the maximum interest rate which the bonds may bear, and the maximum discount from par at which the bonds may be sold; providing for the running of a contest period; and related matters – See staff report.
2. Consideration of a Resolution declaring the month of November as Pancreatic Cancer Awareness Month in Park City, Utah – Staff recommends approval.
3. Consideration of the reappointment of Mary Wintzer to the Board of Adjustment for a term expiring July 2015 – Mayor Williams recommends the appointment of Ms. Wintzer.
4. Consideration of the Second Amendment to the Mine Maintenance Agreement with Jordanelle Special Services District for a term of three months at a rate of \$30,000/month – See staff report.
5. Consideration of a change order to the contract with Commercial Restoration Services for repairs and waterproofing in the China Bridge Parking Structure in an amount not to exceed \$56,566 – See staff report.

V ADDITIONAL DISCUSSION – AGENDA ITEMS

None.

VI ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 3 p.m. Members in attendance were Alex Butwinski, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Mayor Dana Williams and Candace Erickson were excused. Staff present was Tom Bakaly, City Manager; Phyllis Robinson, Public Affairs Manager; Michael Kovacs, Assistant City Manager; Polly Samuels McLean, Assistant City Attorney, Joan Card, Consultant; Diane Foster, Sustainability Manager; and Jason Christensen, Legal Intern. Alex Butwinski, “I move to close the meeting to discuss property and litigation”. Joe Kernan seconded. Motion carried. The meeting opened at approximately 4:30 p.m. Joe Kernan, “I move to open the meeting”. Alex Butwinski seconded. Motion carried.

Alex Butwinski	Aye
Candace Erickson	Absent
Joe Kernan	Aye

Cindy Matsumoto
Liza Simpson

Aye
Aye

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott, City Recorder

City Council Staff Report



Subject: The Yard Subdivision
Author: Francisco Astorga
Project Number: PL-10-01058
Date: November 4, 2010
Type of Item: Administrative –Subdivision

Summary Recommendations

Staffs recommends the City Council hold a public hearing and consider approving The Yard Subdivision based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Description

Applicant: MJF 1998 Investment Partnership, LP
Represented by Marshall King, Alliance Engineering
Location: 1251 & 1225 Kearns Boulevard
Zoning District: General Commercial (GC) with Frontage Protection Overlay Zone (FPZ)
Adjacent Land Uses: Commercial to the east, south, west: cemetery to the north
Reason for Review: Subdivision requests require Planning Commission review and City Council approval

Background

On August 27, 2010 the City received a completed application for The Yard Subdivision, converting eight (8) metes and bound parcels into one (1) lot of record. The site is located at 1251 & 1225 Kearns Boulevard in the GC District with Frontage Protection Zone Overlay. The site contains 200,376 square feet (4.6 acres).

The site contains two (2) existing buildings, a shed structure used as commercial parking and an indoor entertainment building. The on-site parking area has enough room to accommodate 339 parking spaces. The site was used as a lumber yard until 2007. More recently, the site has been utilized as a Sundance Festival venue and for other special events, which have been reviewed and permitted by the City's Special Events Coordinator. In June 2009 the site received a Conditional Use Permit (CUP) for an Indoor Entertainment Facility and a Commercial Parking Lot. In October 2010 the Commission reviewed and approved the extension of the CUP to evaluate the conditions throughout the year to ensure compliance with City codes.

The site consists of eight (8) separate legally described parcels. Some of these parcels overlap, have gaps, or do not close. It is the purpose of this application to eliminate these overlaps, gaps, or errors in the descriptions and to unify the eight (8) parcels into one (1) lot of record. It is also the applicant's goal to incorporate the parcels into one (1)

tax identification number.

On October 13, 2010 the Planning Commission held a public hearing and reviewed the request. The Planning Commission forwarded a positive recommendation to the City Council.

Analysis

General Commercial District

The purpose of the General Commercial (GC) District is to:

- a) allow a wide range of commercial and retail trades and Uses, as well as offices, Business and personal services, and limited Residential Uses in an Area that is convenient to transit, employment centers, resort centers, and permanent residential Areas,
- b) allow Commercial Uses that orient away from major traffic thoroughfares to avoid strip commercial Development and traffic congestion,
- c) protect views along the City's entry corridors,
- d) encourage commercial Development that contributes to the positive character of the City, buffers adjacent residential neighborhoods, and maintains pedestrian Access with links to neighborhoods, and other commercial Developments,
- e) allow new commercial Development that is Compatible with and contributes to the distinctive character of Park City, through Building materials, architectural details, color range, massing, lighting, landscaping and the relationship to Streets and pedestrian ways,
- f) encourage architectural design that is distinct, diverse, reflects the mountain resort character of Park City, and is not repetitive of what may be found in other communities, and
- g) encourage commercial Development that incorporates design elements related to public outdoor space including pedestrian circulation and trails, transit facilities, plazas, pocket parks, sitting Areas, play Areas, and public art.

Allowed uses in the GC District are limited to the following:

- | | |
|------------------------------------|-------------------------------------|
| 1. Secondary Living Quarters | 13. Plant and Nursery Stock |
| 2. Lockout Unit | production and sales |
| 3. Accessory Apartment | 14. Bed & Breakfast Inn |
| 4. Nightly Rental | 15. Boarding House, Hostel |
| 5. Home Occupation | 16. Hotel, Minor |
| 6. Child Care, In-Home Babysitting | 17. Hotel, Major |
| 7. Child Care, Family | 18. Office, General |
| 8. Child Care, Family Group | 19. Office, Moderate Intensive |
| 9. Child Care Center | 20. Office, Intensive |
| 10. Accessory Building and Use | 21. Office and Clinic, Medical |
| 11. Conservation Activity | 22. Financial Institution without a |
| 12. Agriculture | drive-up window |
| | 23. Commercial, Resort Support |

- 24. Retail and Service Commercial, Minor
- 25. Retail and Service Commercial, Personal Improvement
- 26. Retail and Service Commercial, Major
- 27. Cafe or Deli

- 28. Restaurant, General
- 29. Hospital, Limited Care Facility
- 30. Parking Area or Structure with four (4) or fewer spaces
- 31. Parking Area or Structure with five (5) or more spaces
- 32. Recreation Facility, Private

Conditional uses in the GC District are limited to the following:

- 1. Single Family Dwelling
- 2. Duplex Dwelling
- 3. Triplex Dwelling
- 4. Multi-Unit Dwelling
- 5. Group Care Facility
- 6. Public and Quasi-Public Institution, Church, and School
- 7. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 8. Telecommunication Antenna
- 9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter
- 10. Timeshare Project and Conversion
- 11. Timeshare Sales Office, off-site within an enclosed Building
- 12. Private Residence Club Project and Conversion
- 13. Financial Institution with a Drive-up Window
- 14. Retail and Service Commercial with Outdoor Storage
- 15. Retail and Service Commercial, Auto Related
- 16. Transportation Service
- 17. Retail Drive-Up Window
- 18. Gasoline Service Station

- 19. Restaurant and Cafe, Outdoor Dining
- 20. Restaurant, Drive-up Window
- 21. Outdoor Event
- 22. Bar
- 23. Sexually Oriented Businesses
- 24. Hospital, General
- 25. Light Industrial Manufacturing and Assembly
- 26. Temporary Improvement
- 27. Passenger Tramway and Ski Base Facility
- 28. Ski tow rope, ski lift, ski run, and ski bridge
- 29. Commercial Parking Lot or Structure
- 30. Recreation Facility, Public
- 31. Recreation Facility, Commercial
- 32. Indoor Entertainment Facility
- 33. Master Planned Development with moderate housing density bonus
- 34. Master Planned Developments
- 35. Heliport
- 36. Temporary Sales Trailer in conjunction with an active Building permit for the Site.
- 37. Fences greater than six feet (6') in height from Final Grade

Any use not listed above as an allowed use or conditional use is a prohibited use.

All development activity must comply with the following standards:

Front Yard Setback. The minimum front yard is twenty feet (20') for all main and accessory buildings and uses. The twenty foot (20') front yard may be reduced

to ten feet (10'), provided all on-site parking is at the rear of the Property or under ground. The Frontage Protection Overlay Zone (FPZ) requires a minimum landscaped buffer of thirty-feet (30') in width abutting the street.

Rear Yard Setbacks. The minimum rear yard is ten feet (10').

Side Yard Setbacks. The minimum side yard is ten feet (10'). Side yards between connected structures are not required where the structures are designed with a common wall on a property line and the lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official. The minimum side yard for a detached accessory building not greater than eighteen feet (18') in height, located at least five feet (5') behind the front facade of the Main Building must be one foot (1'), except when an opening is proposed on an exterior wall adjacent to the property line, at which time the minimum side yard must be three feet (3'). On corner lots, the side yard that faces a street is considered a front yard and the setback must not be less than twenty feet (20').

Building Height. No structure shall be erected to a height greater than thirty-five feet (35') from existing grade.

Master Planned Development (MPD)

The MPD process is required for the following types of developments:

1. Any residential project larger than ten (10) lots or units.
2. All hotels and lodging projects with more than fifteen (15) residential equivalents.
3. All new commercial or industrial projects greater than 10,000 square feet gross floor area.

The Planning Commission is the primary review body for MPDs and is required to hold a public hearing and take action. All MPDs have at least one (1) work session before the Planning Commission prior to a public hearing.

All MPDs shall contain minimum requirements outlined in the Land Management Code (LMC) § 15-6-5. Many of the requirements and standards will have to be increased in order for the Planning Commission to make the necessary findings to approve the MPD. These requirements include the following:

- Density
- Setbacks
- Open Space
- Off-Street Parking
- Building Height
- Site Planning
- Landscape and Streetscape
- Sensitive Lands Compliance
- Employee/Affordable Housing
- Child Care

Structures on the Proposed Lot

The structures on the lot comply with all applicable zone requirements except for the

accessory shed structure. This structure does not meet the minimum side yard setback of twenty feet (20') along Woodbine Way. This structure has been identified as legal non-compliant.

Summary

Staff finds good cause for the one (1) lot subdivision as the site contains eight (8) separate parcels with legal descriptions which overlap, have gaps, or do not close. The one (1) lot subdivision will eliminate the overlaps, gaps, or errors in the descriptions and unify the eight (8) parcels into one (1) lot of record. Any future development on the site requires the land to be a lot of record. Any future development will have to comply with the development standards of the current zoning district and applicable CUP and/or MPD criteria.

Any future development will have to be consistent with the applicable criteria as prescribed in the Land Management Code and the Park City General Plan. At this time staff has not received any official request from the property owner indicating future development.

Process

The approval of this subdivision application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18. Staff review of a Building Permit is not publicly noticed nor subject to review by the Planning Commission unless appealed.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

The properties were posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record.

Public Input

No public input has been received by the time of this report.

Alternatives

- The City Council may approve The Yard Subdivision as conditioned or amended; or
- The City Council may deny The Yard Subdivision and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on The Yard Subdivision.
- The City Council may remand the item back to the Planning Commission for specific discussion on topics and/or findings.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The site would remain with the eight (8) separate legal descriptions which overlap, have gaps, or do not close.

Recommendation

Staffs recommends the Planning Commission hold a public hearing for The Yard Subdivision and consider forwarding a positive recommendation to the City Council based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance with proposed One Lot Subdivision

Exhibit B – Site Photographs

Exhibit C – Boundary Survey

Exhibit D – Topographic & Existing Conditions Map

Exhibit E – Aerial Photograph

AN ORDINANCE APPROVING THE YARD SUBDIVISION, LOCATED AT 1251 & 1225 KEARNS BOULEVARD, PARK CITY, UTAH.

WHEREAS, the property owner has petitioned the City Council for approval of The Yard Subdivision, and

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on October 13, 2010, to receive input on The Yard Subdivision;

WHEREAS, the Planning Commission, on October 13, 2010, forwarded a positive recommendation to the City Council;

WHEREAS, the City Council held a public hearing on November 4, 2010, to receive input on The Yard Subdivision; and

WHEREAS, it is in the best interest of Park City, Utah to approve The Yard Subdivision.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The Yard Subdivision as shown in Attachment A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The site is located at 1251 & 1225 Kearns Boulevard.
2. The site is located within the General Commercial District with the Frontage Protection Zone Overlay.
3. The overall site contains 200,376 square feet (4.6 acres).
4. The site consists of eight (8) separate metes and bounds parcels.
5. Some of these parcels overlap, have gaps, or do not close.
6. Any future development will have to comply with the development standards of the current zoning district.
7. The subdivision will create one lot of record

Conclusions of Law:

1. There is good cause for this subdivision as the site contains eight (8) separate legal descriptions which overlap, have gaps, or do not close.

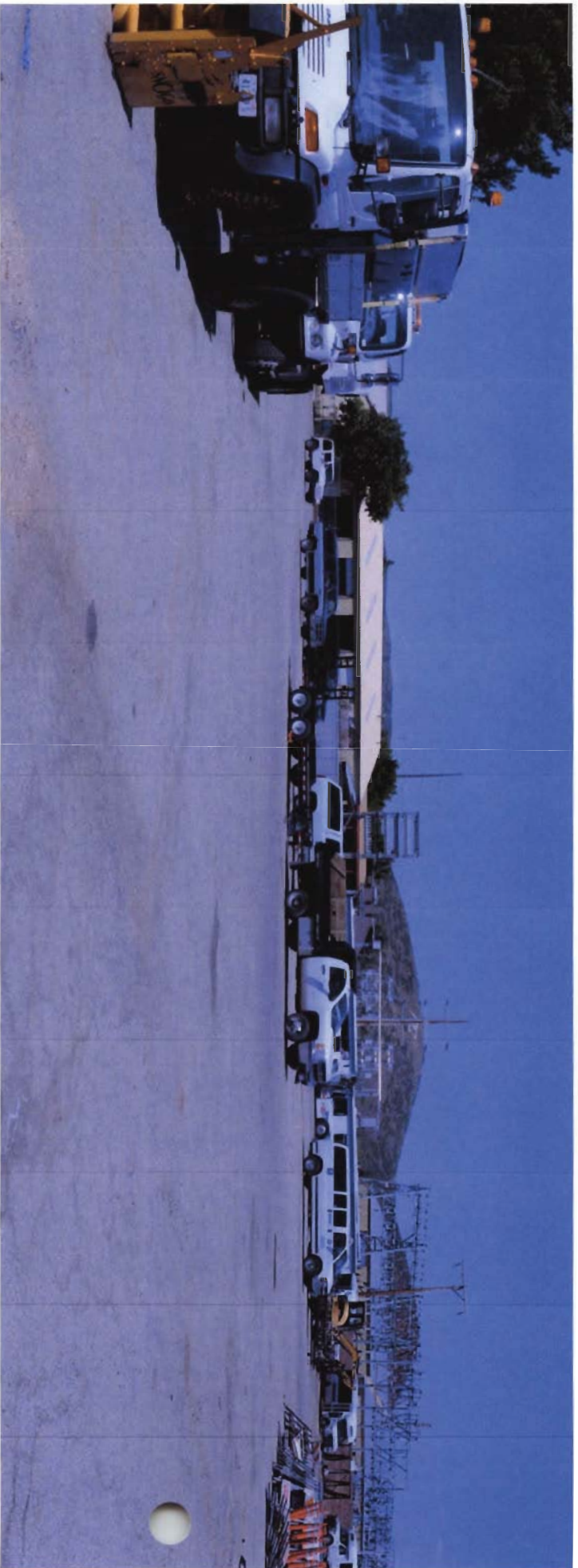
2. The subdivision will eliminate the overlaps, gaps, or errors in the descriptions and unify the eight (8) parcels into one (1) lot of record.
3. The subdivision is consistent with the Park City Land Management Code and applicable State law regarding subdivisions.
4. Neither the public nor any person will be materially injured by the proposed plat amendment.
5. Approval of the subdivision, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the one lot subdivision for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will submit the subdivision plat to the City for recordation at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 4th day of November, 2010.



From Ironhorse Commercial



From Woodbine Way



From Kearns Boulevard



From Homestake Road

Exhibit B - Site Photographs



NOTES

1. Basis of survey: Section line as shown.
2. Date of survey: September 26, 2008.
3. Purpose of survey: To establish a permanent record of the boundaries of the subject property.
4. List of improvements that exist on the property as shown.
5. The lot for the Utah Power & Light and the City of Salt Lake County are shown.
6. The lot for the Utah Power & Light and the City of Salt Lake County are shown.
7. The lot for the Utah Power & Light and the City of Salt Lake County are shown.
8. The lot for the Utah Power & Light and the City of Salt Lake County are shown.
9. The lot for the Utah Power & Light and the City of Salt Lake County are shown.
10. The lot for the Utah Power & Light and the City of Salt Lake County are shown.

SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Registered Land Surveyor in the State of Utah, License No. 10000, and that I have personally supervised the making of the foregoing survey, and that the same is a true and correct statement of the facts as shown by the survey.

Martin A. Morrison
Martin A. Morrison
Date: 3-31-10



SURVEY DESCRIPTION

A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 1 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 2 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 3 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 4 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 5 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 6 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 7 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

PARCEL 8 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:

DEED DESCRIPTIONS

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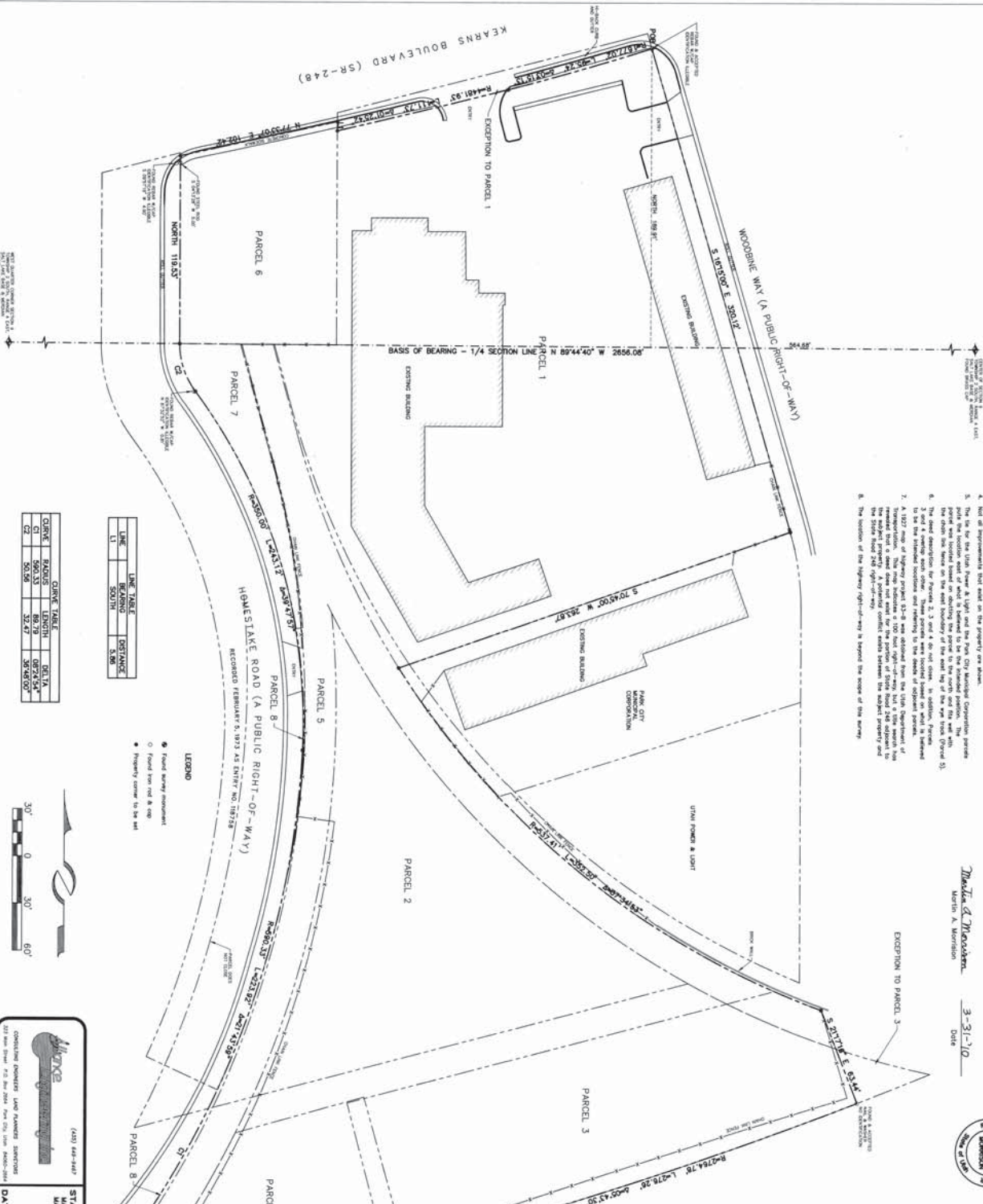
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PARCEL 8 A portion of land located in the northwest quarter of the northwest quarter of Section 5, Township 2 North, Range 1 East, Salt Lake and Meridian, and more particularly described as follows:



LINE	BEARING	DISTANCE
1	S 89° 44' 40" W	265.08
2	N 77° 53' 01" E	102.42
3	N 77° 53' 01" E	102.42
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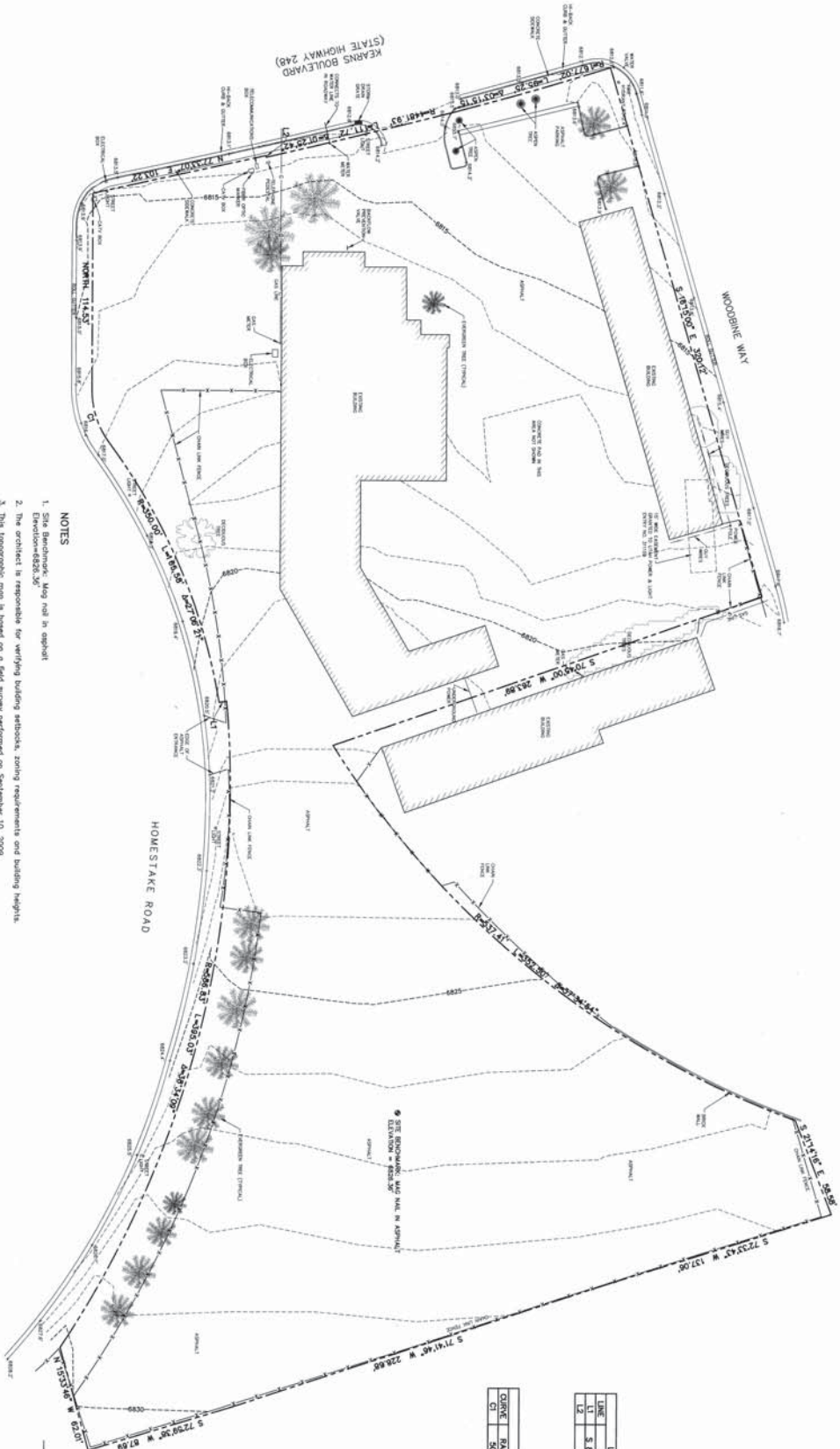
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BOUNDARY SURVEY
THE YARD
1251 KEARNS BOULEVARD
FOR: ELIOTT WORKGROUP
JOB NO. 2-4-09
FILE: X:\Presidents\dog\w\w\2008\020909.dwg

DATE: 3/31/10

STAFF:
MARTIN MORRISON
MARTIN MORRISON

SHEET
1
OF
1



- NOTES**
1. Site Boundary, May not in effect.
 2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
 3. This topographic map is based on a field survey performed on September 10, 2009.
 4. In addition to the Utah Power & Light Company's plan, there are two Mountain States Telephone and Telegraph Company easements across a portion of this property. The locations of these easements are shown on the plan. Summit County recording numbers 116288 and 121756, are not decided by the recorded documents.
 5. To verify the existence and location of any underground utilities, blue staking will need to be performed.
 6. Other details, such as entries, planters, etc. exist on the property which are beyond the scope of this survey.

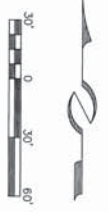


SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, do hereby certify that I am a registered land surveyor in the State of Utah. I further certify that the topographic survey has been made under my direction or the direct supervision and correct representation of the land surveyed at the time the field work was completed. This certificate is given in compliance with generally accepted industry standards for accuracy.

LINE	TABLE	DISTANCE
L1	S 80°12'00" W	4.47
L2	S 00°10'00" W	1.03

LINE	TABLE	DELTA
C1	S 00°06'00" W	33.48
C2	S 00°06'00" W	33.48



CONSULTING ENGINEERS LAND PLANNERS ARCHITECTS

WATZ

222 West 1000 South, Suite 200, Salt Lake City, Utah 84119

DATE: 9/28/09

FOR: ELLIOTT WORKGROUP

JOB NO.: 2-3-09

FILE: E:\Projects\09\W\W\topo2009\020909.dwg

STAFF:

MARTIN A. MORRISON

TOPOGRAPHIC & EXISTING CONDITIONS MAP

THE YARD

1251 KEARNS BOULEVARD

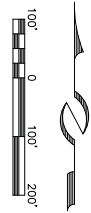
SHEET

1

OF

1

Exhibit E - Aerial Photograph



 (408) 244-4447 COMMERCIAL REAL ESTATE 1000 PARKWAY, SUITE 100 DALLAS, TEXAS 75201	STAFF: MARSHALL KING	AERIAL PHOTOGRAPH THE YARD	SHEET 1 of 1
	DATE: 8/12/10		
FOR: MJP 1008 INVESTMENT PARTNERSHIP, LP JOB NO. 1-27-10 FILE: 33-Proposition (new) Exhibit the yard-office.dwg			

City Council Staff Report



Subject: 2700 Deer Valley Drive East
Amended Record of Survey
Courchevel Condominiums
Author: Kirsten A. Whetstone, AICP
Date: November 4, 2010
Project Number: PL-10-01042
Type of Item: Administrative – Condominium Record of Survey Amendments

Summary Recommendations

Staff recommends the City Council conduct a public hearing, discuss a request for amendments to the Courchevel condominiums record of survey plat, and consider approving the amended record of survey plat based on the findings of fact, conclusions of law and conditions of approval stated in the attached ordinance.

Topic

Applicant: Courchevel Condominium HOA
Zoning: Residential Development (RD-MPD) (Deer Valley MPD)
Adjacent Land Uses: Condominiums, Deer Valley Resort parking, open space
Reason for Review: Amendments to condominium record of survey plats require Planning Commission review and recommendation to City Council

Background

Courchevel Condominiums are located at 2700 Deer Valley Drive East within the Deer Valley Community portion of the Deer Valley Resort Master Planned Development. The Courchevel Condominium record of survey plat was approved by the City Council on December 27, 1984 and recorded at Summit County on December 31, 1984.

The Courchevel Condominiums record of survey plat recorded 40 residential condominium units of 759 square feet each with 60 parking spaces in a shared underground garage. There are two access driveways from the garage to Deer Valley Drive East. In November of 1989, an amended record of survey plat was approved and recorded increasing the number of residential condominium units to forty-one (41) (Exhibits B and C).

Two of the three (3) approved Courchevel buildings (Buildings B and C) were constructed beginning in 1984 and completed in 1988. Building A was never constructed. Currently there are 27 condominium units and 29 parking spaces. Each existing condominium unit contains 759 square feet for a total of 20,493 sf and a developed unit equivalent of 10.25 UE.

The property is subject to requirements and restrictions of the Deer Valley Resort 10th

Amended and Restated Large Scale Master Planned Development (MPD). The MPD originally allowed up to 20.5 UEs for the Courchevel parcel, under the unit equivalent formula (Exhibit C). The MPD was amended in 2001 to transfer 7 UEs as 14,000 sf to the Silver Baron condominium project, adjacent to the north, leaving 13.5 UEs for the Courchevel property. At 2,000 sf per UE, the total allowable residential square footage is 27,000 sf and the existing residential square footage for the 27 condominium units is 20,493 sf.

On September 3, 2010, the City received a completed application for the second amendment to the condominium record of survey requesting conversion of 608 square feet of common attic area above each of Units B301 and B303 (1,216 sf total) to private area. These units are located on the third floor of Building B. On May 10, 2010, Courchevel Condominium owner's association voted to approve construction of additional floor area and the transfer of common space to private space for units B301 and B303 (Exhibit A). The only exterior changes proposed are the addition of windows on the north side of Building B. The amended record of survey would also reflect that Building A was not built and remove it from the record of survey.

Unit B301 would increase by 608 sf from 759 sf to 1,367 sf and Unit B303 would increase by 608 sf from 759 sf to 1,367 sf. The total proposed increase in residential floor area is 1,216 sf equating to a 0.61 UE increase to 10.86 UE total. As the current Deer Valley MPD allows 13.5 UE for Courcheval, these increases are allowed under the existing MPD (Exhibit C). Units B302, B304, C301 and C302 may also be able to make similar improvements, however additional parking would need to be created and improvements to these units is not proposed or approved by the HOA at this time.

Twenty-nine parking spaces exist in the parking structure. No additional parking is proposed. Parking is currently provided at the rate of 1 space per unit which was the requirement at the time of the original approval. There are an additional 2 spaces available for the amended, larger units. The current LMC requires 2 spaces for each of the amended units and 1.5 spaces for condominium units greater than 650 sf but less than 1,000 sf.

On October 13, 2010, the Planning Commission conducted a public hearing and forwarded a positive recommendation to the City Council to approve the amended record of survey plat as conditioned in the draft ordinance. No public input was received.

Analysis

Zoning for the subdivision is Residential Development (RD). The applicable purposes of the RD zone include the following:

- Allow a variety of residential uses that are compatible with the City's development objectives, design standards, and growth capabilities.
- Encourage the clustering of residential units to preserve natural open space and minimize site disturbance, and impacts of development and minimize cost of municipal services.

- Minimize impacts of the automobile on architectural design.
- Provide opportunities for variation in architectural design and housing types.

The proposed amendments are consistent with the purpose statements of the zone in that the use as residential condominiums is unchanged, the additional floor area is proposed within the existing structure minimizing site disturbance, preserving the existing natural open space, and minimizing impacts of development. The additional floor area exists as attic area and the only exterior changes are the addition of 2 windows on the north side of Building B.

No additional parking is proposed. Twenty-nine parking spaces exist in an underground parking structure beneath Buildings B and C. Each of the amended, enlarged units would have an additional parking space available and would comply with the current LMC with regards to parking. The existing units together are short 12.5 parking spaces per the current code.

Prior to the 1984 Code one parking space was required for each one bedroom unit. In 1984 the LMC required 2 spaces per one bedroom apartment not exceeding 1,000 sf and 1 space per studio apartment not exceeding 1,000 sf. The current code requires 1.5 spaces for these units.

There is undeveloped land on the property available for construction of additional off-street parking; however lack of parking for this property has not been an issue in the past. The property is located at the base area for Deer Valley Ski Resort and on the Park City bus route. Given the relatively smaller unit size, it appears that the single parking space per unit is adequate. The expanded units would comply with the current code.

Staff reviewed the proposal for compliance with the Land Management Code as shown in the following table:

	Permitted through MPD	Proposed
Height	Height allowed in the Deer Valley Master Plan for the Courchevel parcel is 35' from existing grade.	No additional building height is proposed. All proposed construction is within the existing building envelope and roof. Building complies with the 35' height allowance. No additional height over the 35' was allowed for the attic space.
Front setback	20'	No construction is proposed into the existing 20' front setbacks.
Rear setback	15'	No construction is proposed into the existing 15' rear

		setbacks.
Side setbacks	12'	No construction is proposed into the existing 12' side setbacks.
Residential Unit Equivalents	Allowed- 13.5 UE Existing- 10.25 UE 27 units at 759 sf each results in 20,493 sf	Proposed increase of 1,216 sf (0.61 UE) Proposed 10.86 UE
Commercial and Office uses Support uses	No commercial or office uses exist.	No commercial or office uses are proposed.
Parking	29 spaces for 27 units One space per unit plus 2 additional	No additional parking is proposed. One space per 759 sf unit and two spaces per 1,367 sf unit proposed.

In reviewing the density and unit equivalent calculations, staff finds that there are currently 10.25 UE . The proposed plat amendment would increase the residential floor area by 1,216 sf to 20,493 sf (10.86 UE), therefore the request would not exceed the allowed 13.5 UE for the property. The building does not exceed the allowable 35' building height and there are no non-conforming setback issues. All construction is proposed within the existing building envelope.

Department Review

The plat amendment application was taken before the Development Review team on August 10, 2010. No additional issues were raised.

Future Process

Approval of this application by the City Council would constitute Final Action that may be appealed following the procedures found in LMC 15-1-18.

Notice

The property was posted and notice was mailed to property owners within 300 feet. Legal notice was published in the Park Record.

Public Input

Staff has not received any public input regarding this plat amendment.

Alternatives

- The City Council may approve the Second Amended Courchevel Condominiums record of survey plat as conditioned or amended, or
- The City Council may deny the Second Amended Courchevel Condominiums record of survey plat and direct staff to make Findings for this decision, or
- The City Council may continue the discussion on the Second Amended Courchevel Condominiums record of survey plat.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The units could not be separately sold.

Recommendation

Staff recommends the City Council conduct a public hearing, discuss a request for amendments to the Courchevel Condominiums record of survey plat, and consider approving the amended record of survey plat based on the findings of fact, conclusions of law and conditions of approval stated in the attached ordinance.

Exhibits

Ordinance

Exhibit A- Proposed plat

Exhibit B- Existing plat

Exhibit C- Deer Valley MPD Density Chart

Exhibit D- Applicant's letters

AN ORDINANCE APPROVING THE SECOND AMENDMENT TO THE COURCHEVEL CONDOMINIUMS RECORD OF SURVEY PLAT LOCATED AT 2700 DEER VALLEY DRIVE EAST, PARK CITY, UTAH.

WHEREAS, the owners of the property known as the Courchevel Condominiums, located within the Deer Valley Community of the Deer Valley Resort Tenth Amended and Restated Large Scale Master Planned Development, have petitioned the City Council for approval of amendments to convert to private area the common attic area above Units B301 and B303 of Building B and remove Building A from the plat; and

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on October 13, 2010, to receive input on the proposed amendments to the record of survey plat;

WHEREAS, the Planning Commission forwarded a positive recommendation to the City Council; and,

WHEREAS, on November 4, 2010, the City Council held a public hearing on the proposed amendments to the record of survey plat; and

WHEREAS, it is in the best interest of Park City, Utah and consistent with the Deer Valley Resort 10th Amended and Restated Master Planned Development to approve the proposed amendments to the Courchevel Condominiums record of survey plat.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The Second Amended Courchevel Condominiums record of survey plat as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 2700 Deer Valley Drive East.
2. The property is subject to the Deer Valley Resort Tenth Amended and Restated Large Scale Master Planned Development.
3. The Courchevel Condominium record of survey plat was approved by the City Council on December 27, 1984 and recorded at Summit County on December 31, 1984.
4. The Courchevel Condominiums record of survey plat recorded 40 residential

condominium units of 759 square feet each with 60 parking spaces in a shared underground garage.

5. November of 1989, an amended record of survey plat was approved and recorded increasing the number of residential condominium units to forty-one (41) (Exhibits B and C).
6. Two of the three (3) approved Courchevel buildings (Buildings B and C) were constructed beginning in 1984 and completed in 1988. Building A was not constructed. Currently there are 27 condominium units and 29 parking spaces. Each existing condominium unit contains 759 square feet for a total of 20,493 sf and a developed unit equivalent of 10.25 UE.
7. The Deer Valley Resort MPD assigned 20.5 UEs for the Courchevel parcel, under the unit equivalent formula. The MPD was amended in 2001 to transfer 7 UEs as 14,000 sf to the Silver Baron condominium project, adjacent to the north, leaving 13.5 UEs for the Courchevel property. Of the 13.5 UEs, 10.25 are currently developed and 3.25 UE remain. There are not sufficient UEs remaining to construct Building A as shown on the plat.
8. On May 10, 2010, Courchevel Condominium owner's association voted to approve construction of additional floor area and the transfer of common space to private space for units B301 and B303. The only exterior changes proposed are the addition of windows on the north side of Building B.
9. On September 3, 2010, the City received a completed application for a condominium record of survey plat amendment requesting conversion to private area, of 608 square feet of common attic area above each of Units B301 and B303 (1,216 sf total). These units are located on the third floor of Building B.
10. The total proposed increase in residential floor area is 1,216 sf equating to a 0.61 UE increase to 10.86 UE total. This increase is allowed under the existing Deer Valley Resort, Tenth Amended and Restated Large Scale MPD (Deer Valley MPD). If the increase in residential floor area is approved 2.64 UE remain undeveloped.
11. Twenty-nine parking spaces exist in the parking structure. No additional parking is proposed. The expanded units comply with the current LMC requirement of 2 spaces for each of the amended units. The other units of 759 sf are existing non-conforming regarding parking.
12. There is undeveloped land on the property available for construction of additional off-street parking; however lack of parking for this property has not been an issue in the past. The property is located at the base area for Deer Valley Resort and on the Park City bus route. Given the relatively smaller unit size the existing parking situation is adequate.
13. The LMC allows the Planning Commission to reduce parking requirements within Master Planned Developments per Section 15-3-7 provided the base requirement is at least 8 parking spaces.

Conclusions of Law:

1. There is good cause for this record of survey.
2. The record of survey is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. As conditioned, the record of survey plat is consistent with the Deer Valley Resort

MPD, 10th amended and restated.

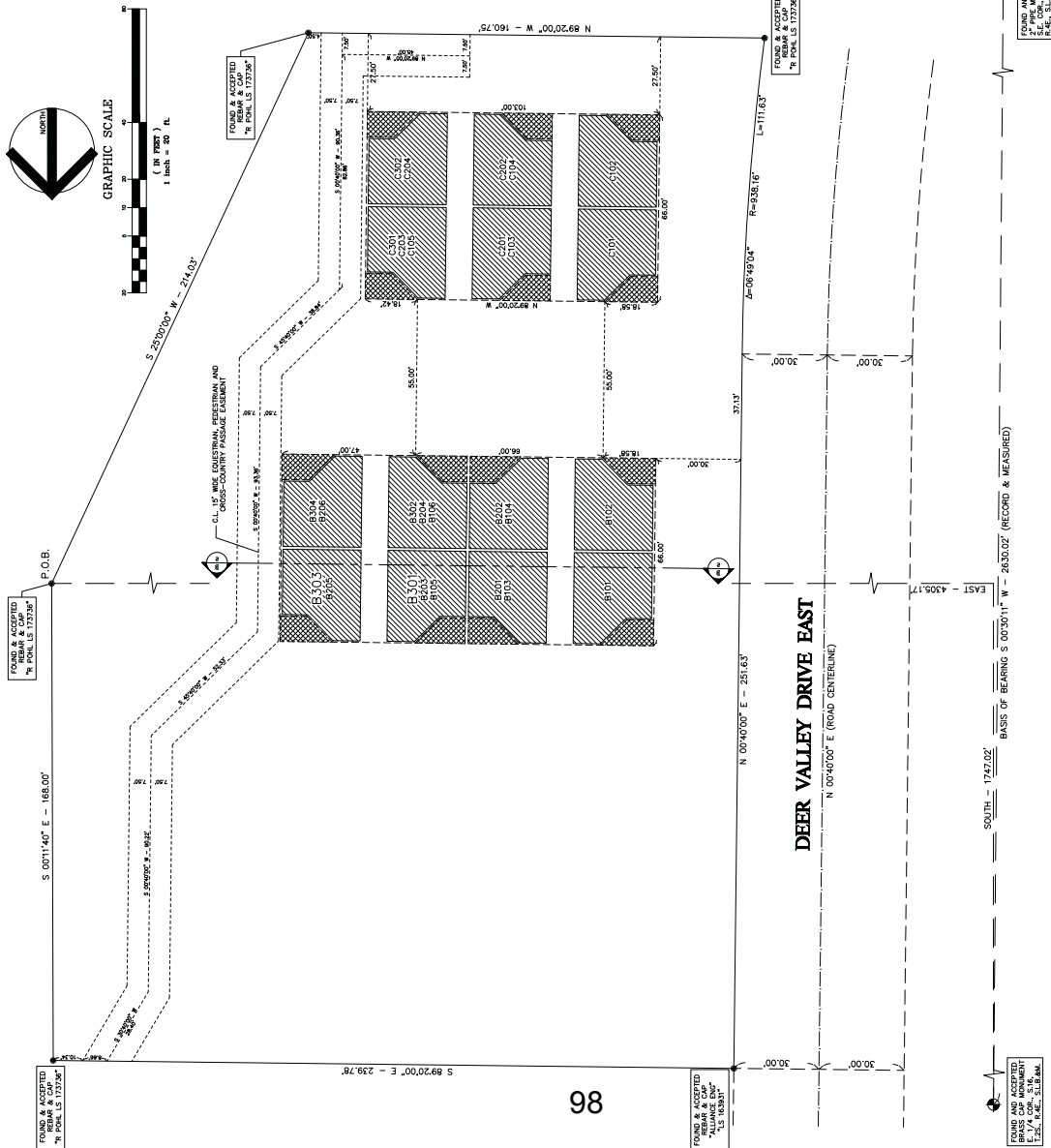
4. Neither the public nor any person will be materially injured by the proposed record of survey.
5. Approval of the record of survey, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the record of survey for compliance with State law, the Land Management Code, and conditions of approval, including the removal of Building A, prior to recordation of the plat.
2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.
3. All construction requires a Building Permit and approvals from the Building and Planning Departments.
4. Any future construction of units requires parking to be provided according to the Land Management Code requirements in effect at the time of the building permit.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 4th day of November, 2010.



SURVEYORS CERTIFICATE

I, GREGORY R. WOLBACH, OF PARK CITY, UTAH, CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD LICENSE NO. 897788, AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, AND THAT I HAVE PERSONALLY SURVEYED AND PREPARED THIS CONDOMINIUM PLAT.

I FURTHER CERTIFY THAT THIS CONDOMINIUM PLAT IS A CORRECT REPRESENTATION OF THE LAND SURVEYED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REGULATIONS OF THE LAW AND AS SPECIFIED IN SECTION 57-8-13 OF CHAPTER 8, CONDOMINIUM OWNERSHIP ACT, UTAH CODE ANNOTATED.

GREGORY R. WOLBACH	DATE
NO. ENTERED	
WOLBACH	
REF	

LEGAL DESCRIPTION

UNIT B-301 AND UNIT B-303, COURCHEVEL CONDOMINIUMS AT DEER VALLEY, ON FILE AND OF RECORD IN THE OFFICE OF THE SUMMIT COUNTY RECORDER, NO. 229039.

OWNERS DEDICATION AND...

KNOW ALL MEN BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF THE UNITS, COMMON AND GROUND AREAS CONTAINED AND FACED OFF BY THE PLAT HEREIN, HAVE HEREBY CAUSED THIS SURVEY TO BE MADE AND THIS CONDOMINIUM PLAT TO BE PREPARED. WE HEREBY CONSENT TO THE RECOGNITION OF THIS CONDOMINIUM AND CERTIFY THAT THE UNITS ARE AS SHOWN ON THIS AMENDED CONDOMINIUM PLAT.

BY: RICHARD ALLAYE CHAN, JR. as co-trustee of the ALLAYE CHAN TRUST under that certain Declaration of Trust dated JULY 23, 2009

BY: ANTONETTE ELIZABETH ALLAYE CHAN as co-trustee of the ALLAYE CHAN TRUST under that certain Declaration of Trust dated JULY 23, 2009

CONCLUSION

STATE OF _____
COUNTY OF _____

RICHARD ALAYTE CHAN, JR. and **ANTONETTE ELIZABETH ALAYTE CHAN,** as co-trustees or their successor(s) of the "ALAYTE CHAN TRUST under that certain Declaration of Trust dated July 23, 2008

NOTARY PUBLIC
MY COMMISSION EXPIRES: _____
RESIDING IN _____ COUNTY, _____ STATE

OWNERS DEDICATION AND CONSENT TO RECORD - INTT 8888

OFFICIALS OF THE BOARD OF DIRECTORS OF THE HOA, KNOW ALL MEN BY THESE PRESENT THAT WE, THE UNDERSIGNED OWNERS OF THE UNITS, COMMON AND LIMITED COMMON AREAS CONTAINED WITHIN THE HERSON DESCRIBED TRACT OF LAND, TO BE HEREAFTER KNOWN AS "COURCHEVEL CONDOMINIUMS AT DEER VALLEY SECOND AMENDED", CERTIFY THAT WE HAVE CAUSED THIS SURVEY TO BE MADE AND THIS CONDOMINIUM PLAT TO BE PREPARED. WE DO HEREBY CONSENT TO THE RECOGNITION OF THIS CONDOMINIUM AND CERTIFY THAT THE UNITS ARE AS SHOWN ON THIS AMENDED CONDOMINIUM PLAT.

BY: _____

DRUGS AND MEDICINE

ACKNOWLEDGMENT

STATE OF _____) SCOTT POWELL, A Married Person
COUNTY OF _____)

ON THE _____ DAY OF _____, 2010, PERSONALLY APPEARED BEFORE ME, _____, Notary Public for the State of _____, _____, known to me and being by me duly sworn, did say that he is the OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREIN, AND DULY ACKNOWLEDGED TO ME THAT HE AUTHORIZES THE FOREGOING INSTRUMENT.

NOTARY PUBLIC _____
MY COMMISSION EXPIRES: _____
RESIDING IN _____ COUNTY, _____ STATE

SHEET 1 OF 2
PLOT DATE: OCTOBER 28, 2010
DRAWING: C:\msd-soft\map

**Evergreen
Engineering, Inc.**

CEC Engineering • Land Surveying • Land Planning
 2075 Bowers Drive, Suite 101 • #4060
 P.O. Box 2861 • Park City, UT • 84060
 Phone: 435.649.4667 • Fax 435.649.9219
 e-mail: office@evergreen-eng.com

CITY ENGINEER

THIS PLAT IS IN CONFORMANCE WITH INFORMATION
ON FILE IN THE OFFICE OF THE PARK CITY
ENGINEERING DEPARTMENT ON THIS _____
DAY OF _____ A.D. 2010.

SNYDERVILLE BASIN W.R.D.

REVIEWED FOR CONFORMANCE TO
SNYDERVILLE BASIN WATER RECLAMATION
DISTRICT STANDARDS ON THIS _____ DAY
OF _____ AD 2010.

BY: _____ SNYDERVILLE BASIN WATER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE PARK CITY
PLANNING COMMISSION ON THIS _____
DAY OF _____ A.D. 2010.

APPROVAL AS TO FORM _____
APPROVED AS TO FORM ON THIS _____
DAY OF _____ A.D. 2010.

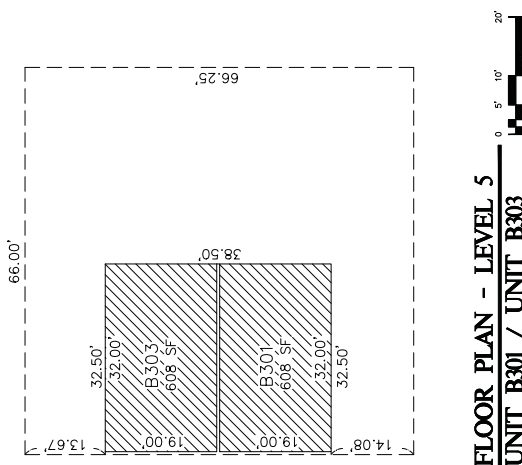
CITY COUNCIL APPROVAL

PRESENTED TO THE PARK CITY COUNCIL THIS _____ DAY OF _____ A.D. 2010 AT WHICH TIME THIS RECORD OF SURVEY WAS APPROVED.

MAYOR

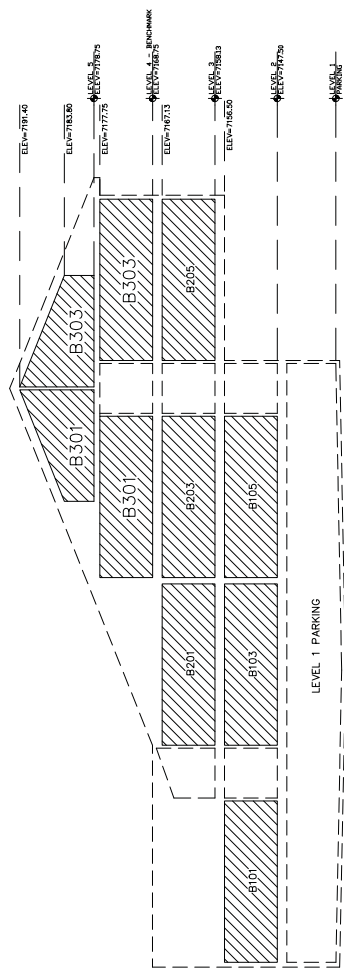
RECORDED

Nº. _____ .
STATE OF _____ .
COUNTY OF _____ .
RECORDED AND FILED AT THE REQUEST OF: _____

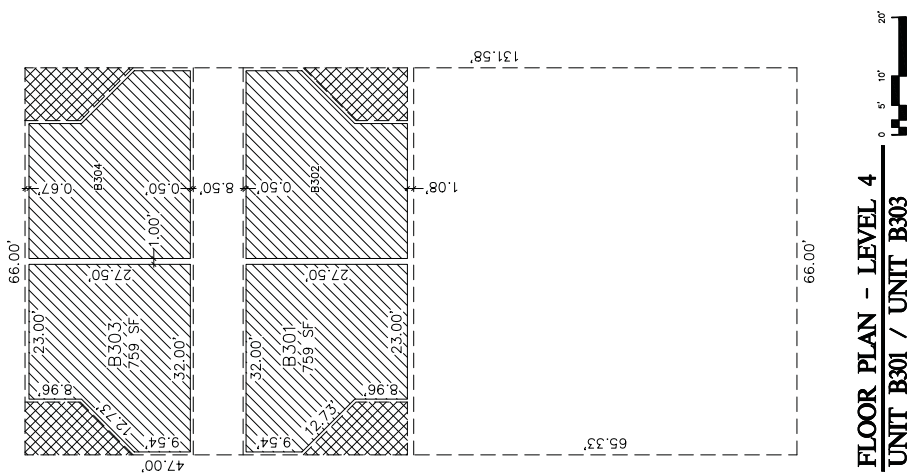


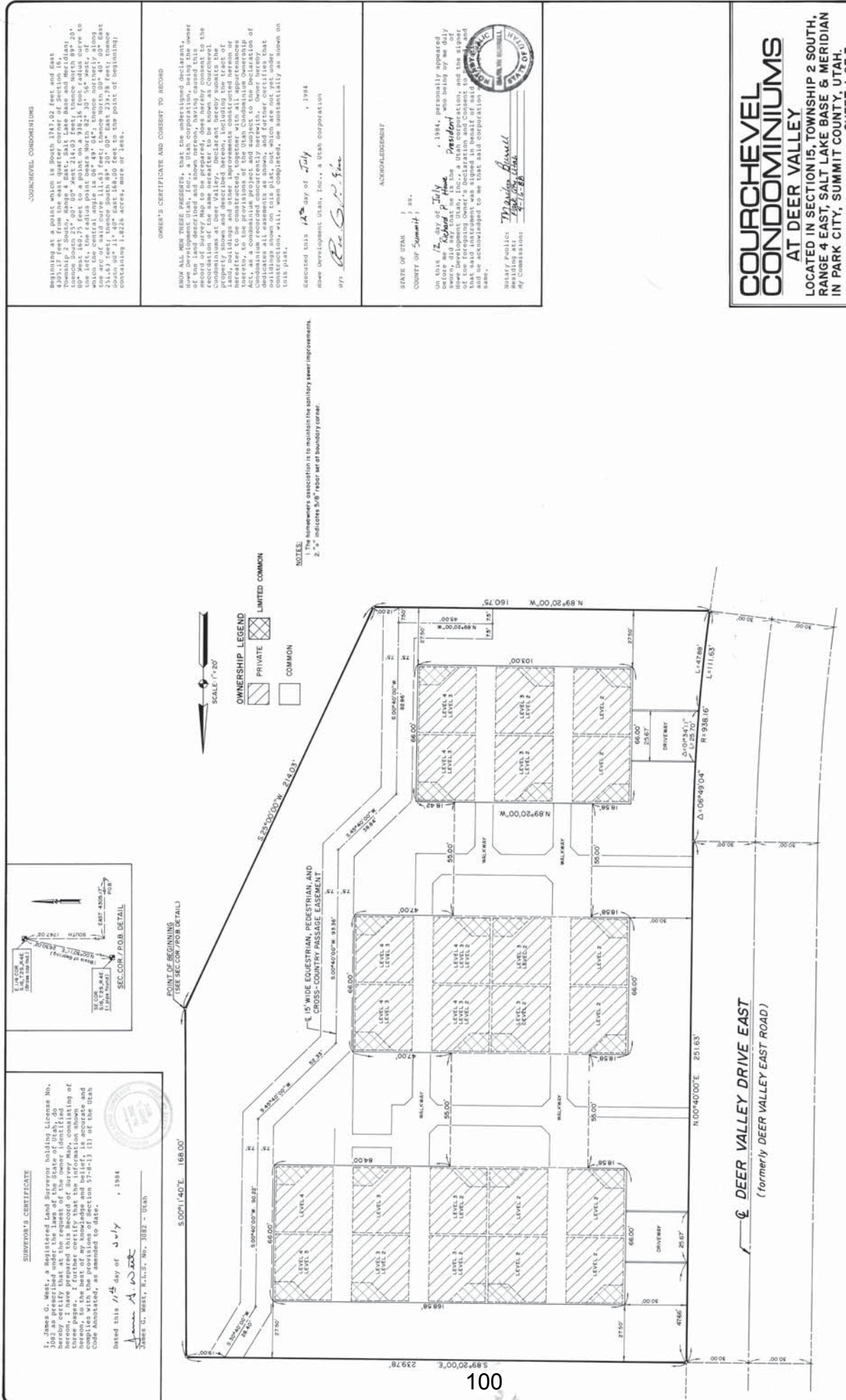
HATCHING LEGEND

- COMMON AREA
- LIMITED COMMON AREA
- PRIVATE AREA



NO. _____
 DATE OF _____
 STATE OF _____
 CITY OF _____
 RECORDED AT THE REQUEST OF _____
 FEES _____
 CITY RECORDER _____





COURCHEVEL CONDOMINIUMS

AT DEER VALLEY

LOCATED IN SECTION 15, TOWNSHIP 2 SOUTH,
RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
IN PARK CITY, SUMMIT COUNTY, UTAH.
SHEET 1 OF 3

J.J. Johnson & Associates

Park Meadows Plaza,
Highway 248
Park City, Utah 84060

(801) 649-9811

208 No. 1-402-84

RECORDED

1984 JUL 13

STATE OF UTAH

COUNTY OF SUMMIT

RECORDED AND FILED AT THE REQUEST OF:

J.J. Johnson & Associates

FILED

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS 11

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE

CITY PLANNING COMMISSION ON THIS 11

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

CITY ENGINEER

APPROVED AND ACCEPTED BY THE

CITY ENGINEER ON THIS 11

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

DAY OF JULY, A.D. 1984

CITY COUNCIL APPROVAL

PRESENTED TO THE CITY

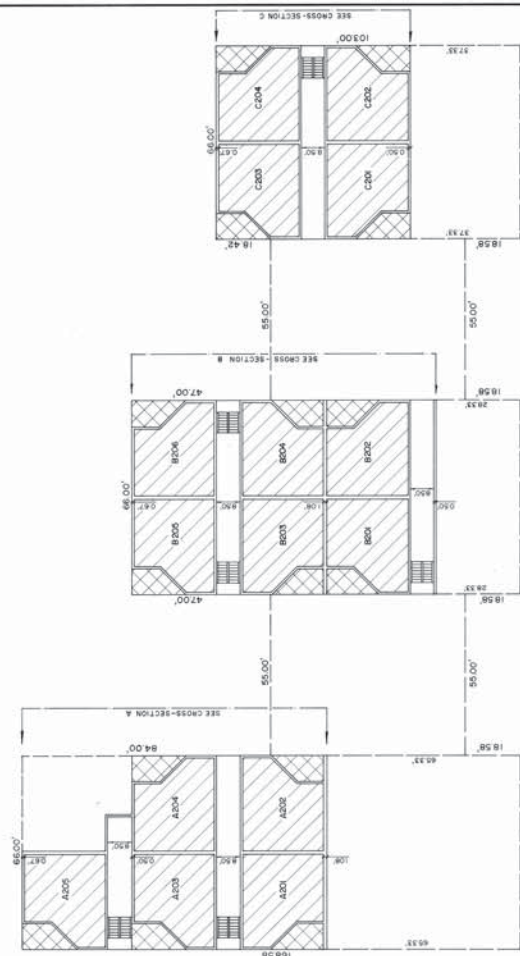
CITY COUNCIL, THIS 11th DAY OF

JULY, A.D. 1984, AT WHICH TIME THIS

RECORD OF SURVEY MAP WAS APPROVED

BY THE CITY COUNCIL

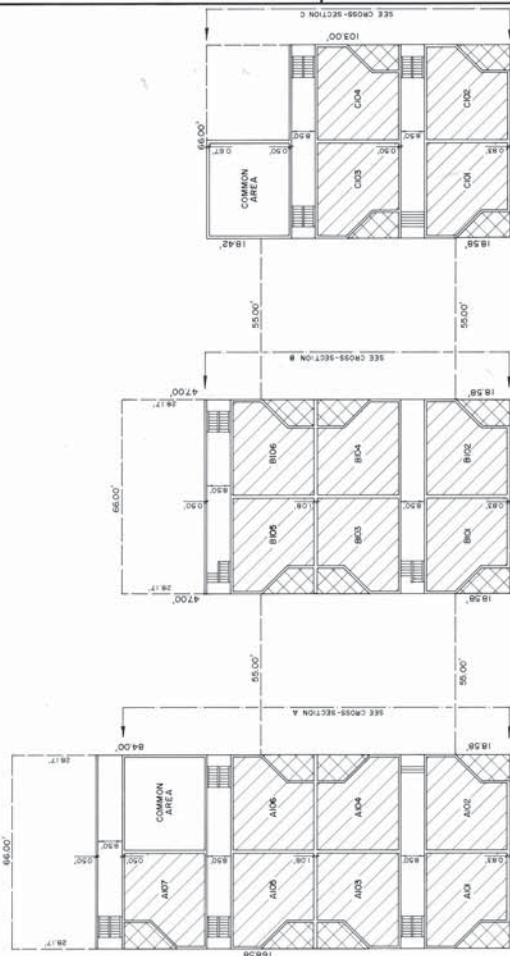
AT THE CITY CLERK'S OFFICE



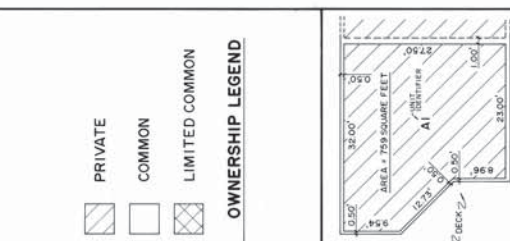
LEVEL 3 FLOOR PLAN SCALE: 1"=20'



LEVEL 4 FLOOR PLAN SCALE: 1"=20'



LEVEL 2 FLOOR PLAN SCALE: 1"=20'



LEVEL 1 PARKING SCALE: 1"=30'

- OWNERSHIP LEGEND**
- PRIVATE
 - COMMON
 - LIMITED COMMON



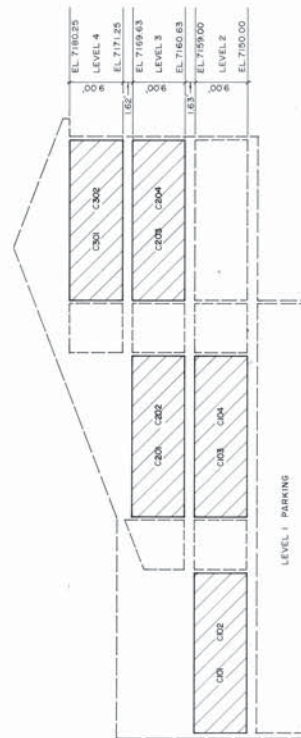
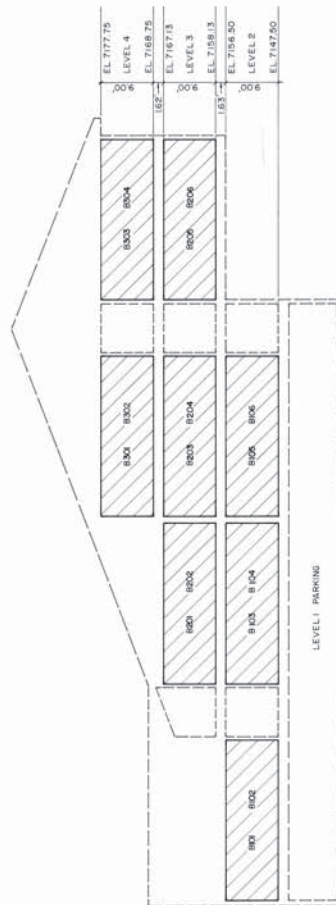
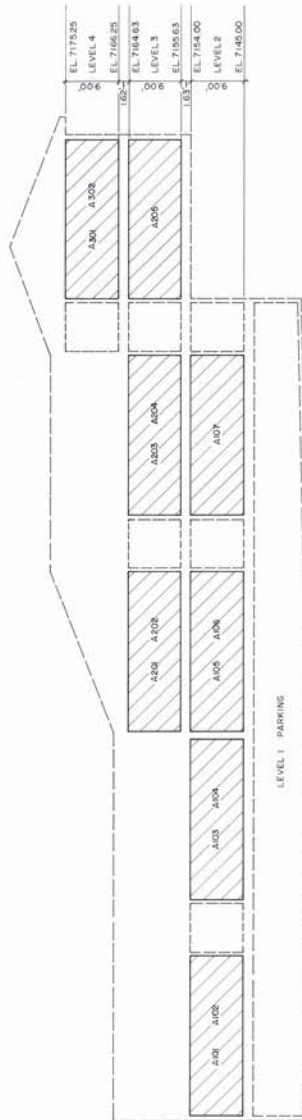
TYPICAL UNIT DETAIL

COURCHEVEL
CONDOMINIUMS
SHEET 2 OF 3

RECORDED
NO. 250033
STATE OF UTAH
COUNTY OF SUMMIT
RECORDED AND FILED AT THE REQUEST OF:
Seward Landmark Site
L.S.
COUNTY RECORDER
FEE \$

J.J. Johnson & Associates
Park Meadows Plaza,
Highway 24B
Park City, Utah 84080
(801) 649-9811
JOB NO. 1-023-84





OWNERSHIP LEGEND



BENCH MARK
TOP OF BRASS CAP IN MONUMENT BOX LOCATED AT THE
INTERSECTION OF DEER VALLEY DRIVE EAST AND DOE
HALL ROAD. ELEVATION: 7145.42

000 NUMBERED UNITS - NORTH
EVEN NUMBERED UNITS - SOUTH

COURCHEVEL
CONDOMINIUMS
SHEET 3 OF 3

J.J. Johnson & Associates
Park Meadows Plaza,
Highway 248
Park City, Utah 84080
(801) 649-9811
JOS No. 1-402-84

RECORDED

N^o 229039 INDEXED 15-3-84
STATE OF UTAH at 4:35
COUNTY OF SUMMIT
RECORDED AND FILED AT THE REQUEST OF:
Summit County Title
650 COUNTY RECORDS
FEE: _____



beginning at a point which is south 1747.02 feet and East 4305.17 feet from the corner of section 8, T₁S., R₁E., S₁W., Salt Lake Meridian; thence South 8° 20' 00" East 214.03 feet; thence North 89° 20' 00" West 160.75 feet; thence North 89° 30' 00" East, of which the central angle is 94° 49' 34"; thence northerly along the arc of said curve 111.63 feet; thence North 49° 40' East 251.63 feet; thence South 89° 20' 00" East 239.78 feet; thence South 00° 11' 40" East 148.50 feet to the point of beginning; obtaining 1,822.26 acres, more or less.

SURVEYOR'S CERTIFICATE

I, Rick E. Dunfries, a Registered Land Surveyor holding license No. 1000, do hereby certify that the above is a true and correct copy of the survey map identified by the above number and that the same was prepared by the above named surveyor. I further certify that the above page appearing the existing Courchevel Condominiums at Deer Valley Sheet No. 2 of 3 as recorded in the office of the Summit County Recorder on 3/21/84, instrument No. 239039. I further certify that the information shown hereon, to the best of my knowledge and belief, is accurate and complies with the provisions of the Colorado Surveyors' Act, Chapter 57-6-11 (1) of the Utah Code Annotated, as amended.

ated this 12TH day of OCTOBER, 1989

Book 8. Dated 8.15.40. 500. 1146.



NOTE: THE CERTIFICATIONS FOR THIS PLAT ARE CONTAINED ON SEPARATE PAGES LOCATED IN FILE CABINET #1 CONDOMINIUMS

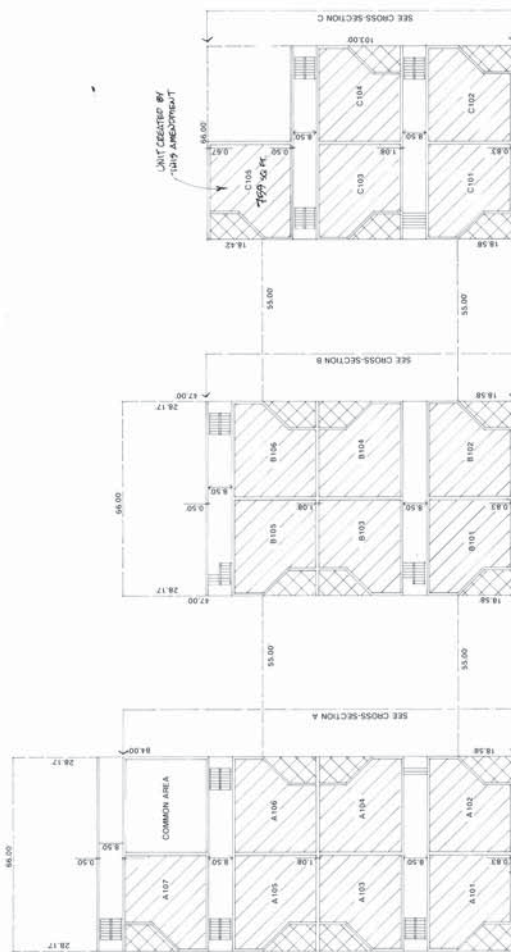
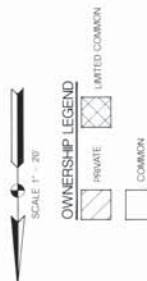
We the undersigned do hereby consent to the recording of the first assignment to record of ~~any~~ map Corchevel Condominium.

By L. R. R. R. R.
Dear Valley Resort Company
By Royal Street of Wash.
in Southern Maryland
Re: Best of all
Nice place to stay

COURCHEVEL CONDOMINIUMS

AT DEER VALLEY

AMENDED SHEET 2 OF 3



LEVEL 2 FLOOR PLAN SCALE: 1" = 20'

CITY COUNCIL APPROVAL

PRESENTED TO THE BOARD OF DAKOTA CITY
CITY COUNCIL THIS 5th DAY OF SEPTEMBER
OCTOBER A.D. 1989 AT WHICH TIME THE

RECORD OF SURVEY WAS APPROVED BY
 MAJOR Ante L. Sheldon
 MAJOR Ante L. Sheldon

CITY ENGINEER

APPROVED AND ACCEPTED BY THE
CITY CITY ENGINEERING DEPT-
SENT ON THIS 11TH DAY OF OCTOBER

Arch. W. De Haven, P.
CITY ENGINEER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE _____
CITY PLANNING COMMISSION ON THIS _____
DAY OF October A.D. 1989

Paul R. Wiley
CHAIRMAN

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS 6th
DAY OF October A.D. 1981

[Signature]
CITY ATTORNEY

RECORDED

N^o 315605
STATE OF Utah
COUNTY OF San Juan

RECORDED AND FILED AT THE REQUEST OF:
Western States Title
2-29
255m
55
Alameda
 COUNTY RECORDER



Land Planning Architecture Civil Engineering
1910 Prospector Ave., Suite 200 Park City, Utah 84060
801-645-9000 FAX 801-649-1620

**DEER VALLEY RESORT
TENTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 1
DEVELOPMENT PARCELS
12-Aug-09**

PARCEL NAME	PERMITTED DENSITY (UNITS)	DEVELOPED DENSITY (UNITS)	NOTES	HEIGHT (FEET)	PARCEL SIZE (ACRES)
DEER VALLEY COMMUNITY					
Stonebridge & Boulder Creek Multi-Family	50	54	1	28	10.23
Aspenwood Multi-Family	30	30		28	9.21
Pine Inn & Trails End Multi-Family	40	45	1	35	8.52
In The Trees (South Multi-Family) Multi-Family	14	14		28-45	2.87
Black Diamond Lodge (Snow Park Lodge Multi-Family)	29	27		28-75	5.70
Courcheval Multi-Family	13.5	27	1	35	1.82
Daystar Multi-Family	24	24		28	9.84
Fawngrove Multi-Family	50	50		28	12.05
Chateaux Fawngrove Multi-Family	10.5	11	2	28	Incl
Bristlecone Multi-Family	20	20		28	Incl
Lakeside Multi-Family	60	60		28	6.49
Solamere Single Family (includes Oaks, Royal Oaks & Hidden Oaks)	274	274		28	237.81
Pinnacle Multi-Family	86	86		28	36.80
Comstock Lodge (East Bench Multi-Family)	10.5	21	1	35	3.50
Red Stag Lodge	8.5	11	1	35	Incl
Powder Run Multi-Family	25	33	1	35	3.20
Wildflower (Deer Valley North Lot 1 Multi-Family)	11	14	1	28	1.04
Glenfiddich (Deer Valley North Lot 2 Multi-Family)	12	12		28	1.45
Chapparal (Deer Valley North Lot 3 Multi-Family)	15	20	1	28	1.44
Lodges @ Deer Valley (Northeast Multi-Family)(includes Silver Baron Lodge)	115	109	3	28-35	12.65
Snow Park Village (Snow Park Hotel & Parking Sites)	210.75	0	4	28-45	14.93
Total Deer Valley Community	1108.75				
AMERICAN FLAG COMMUNITY					
American Flag Single Family	93	93		28	83.04
LaMaconnerie Multi-Family	15	15		28	6.19
Total American Flag Community	108				
NORTH SILVER LAKE COMMUNITY					
Westview Single Family	15	1		28	40.69
Evergreen Single Family	36	36		28	27.60
NSL Homesite Parcel #1	1	1		35	1.90
Belleterre Single Family	10	10		28	11.42
Bellevue Townhomes (NSL Subdivision Lot 1)	24	14	10	28	4.62
Bellemont Townhomes (NSL Subdivision Lots 2A and 2A-1)	18	12	10	28	3.75
NSL Subdivision Lot 2B	54	0		45	5.96
BelleArbor Townhomes (NSL Subdivision Lot 2C)	43	21	10	28-35	8.25
NSL Subdivision Lot 2D Open Space Lot	0	0	5	0	4.03
Total North Silver Lake Community	201				
SILVER LAKE COMMUNITY					
Stag Lodge Multi-Family	50	52	6	28-35	7.34
Cache Multi-Family	12	12		28	1.77
Sterlingwood Multi-Family	18	18		28-35	2.48
Deer Valley Club	20	30	1	28-45	1.53
Double Eagle (SL East Parcel 2 Multi-Family)	18	18		28-35	2.26
Stein Eriksen Lodge Multi-Family	66.75	65	11	28-35	10.86
Little Belle Multi-Family	20	20		28	3.66
Chateaux At Silver Lake Lot 23 Deer Valley Club Estates Subdivision)	65	78	1	28-45	3.24
Sterling Lodge (Lot 2 Silver Lake East Subdivision)	14	14		28-45	0.61
Royal Plaza Multi-Family (Silver Lake Village Lot A)	7.6215	13	1	59 (A)	0.48
Mt. Cervin Plaza Multi-Family (Silver Lake Village Lot B)	7.5	7		59 (A)	0.54
Inn at Silver Lake (Silver Lake Village Lot C)	10	8		59 (A)	0.50
Goldener Hirsch Inn (Silver Lake Village Lot D)	6	20	1	59 (A)	0.35
Mt Cervin Multi-Family (Silver Lake Village Lot E)	16	15		59 (A)	0.53
Silver Lake Village Lot F	11	0		59 (A)	0.35
Silver Lake Village Lot G	11	0		59 (A)	0.38
Silver Lake Village Lot H	12	0		59 (A)	0.44
SL Knoll Condominiums	4	4		35	0.76
Knoll Estates Single Family	21	21		35	9.90
Black Bear Lodge (Lot 22 Deer Valley Club Estates Subdivision)	51	51		35	1.39
Knollheim Single Family	20	5	7	35	1.84
Alpen Rose Single Family	2	2		35	0.66
Silverbird Multi-Family	6	6		35	0.80
Ridge Multi-Family	24	24		35	2.34
Enclave Multi-Family	17	17		28-35	1.79
Twin Pines Multi-Family	8	8		28-35	1.33
Cottages Single Family	11	11		28	7.06
Alta Vista Subdivision	7	7		35	6.02
Woods Multi-Family	16	7	8	28-35	2.41

**DEER VALLEY RESORT
TENTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 1
DEVELOPMENT PARCELS
12-Aug-09**

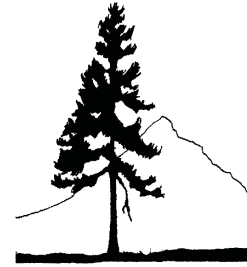
PARCEL NAME	PERMITTED DENSITY (UNITS)	DEVELOPED DENSITY (UNITS)	NOTES	HEIGHT (FEET)	PARCEL SIZE (ACRES)
Trailside Multi-Family	9	9		28-35	1.46
Aspen Hollow Multi-Family	16	16		28-35	3.18
Ridgepoint Multi-Family	38	38		28-35	5.60
Total Silver Lake Community	614.8715				
BALD EAGLE COMMUNITY					
Bald Eagle Single Family	78	58	9	28	35.65
Total Bald Eagle Community	78				
TOTAL CONVENTIONAL UNITS	2110.6215				
EMPLOYEE HOUSING UNITS					
Little Belle	1				
Stag Lodge	1				
Sterlingwood	1				
Bald Eagle	2				
Mt. Cervin	1				
Deer Valley Club	1				
TOTAL EMPLOYEE HOUSING UNITS	7				

NOTES:

1. These projects have been approved under the Unit Equivalent Formula contained in Section 10.12 of the Code, resulting in a different developed density than base permitted density.
 2. One small unit was separately permitted in this project using .5 unit of density.
 3. This project has been approved under the Unit Equivalent Formula contained in Section 10.12 of the Code, resulting in a different developed density (132) than base permitted density (115). Additional phases consisting of 23 units are in process.
 4. This parcel is required to use the Unit Equivalent Formula contained in Section 10.12 of the Code.
 5. This parcel has been platted as open space, with the open space applying to the open space requirement of Lot 2B.
 6. Two additional units were permitted in this project on land that was not a part of the Deer Valley MPD.
 7. This parcel was originally permitted as 20 MF units but subsequently developed as 5 single family homesites.
 8. This parcel was permitted as 16 units. Subsequently 9 of the unit development rights were acquired by the homeowners and dedicated as open space.
 9. This parcel was originally permitted as a combination of single family and multi-family. The multi-family uses were converted to single family with a density reduction from 78 to 58 units.
 10. The development density on these parcels is less than the original permitted density at the election of the developer.
 11. The transfer of 1.75 Unit Equivalents to this parcel from the Snow Park Village parcel was authorized by the Planning Commission on June 28, 2006.
- A. Lots in the Silver Lake Village Subdivision have a development height limitation tied to a base elevation of 8122' with peak of roof not to exceed elevation 8186'.

Evergreen Engineering, Inc.

Civil Engineering - Land Surveying - Land Planning
 1670 Bonanza Drive, Suite 104
 P.O. Box 2861
 Park City * Utah * 84060
 Phone: 435.649.4667 * Fax: 435.649.9219 * Email: office@evergreen-eng.com



September 1, 2010

Park City Municipal Corporation
 Planning & Zoning Department
 445 Marsac Avenue – PO Box 1480
 Park City, Utah 84060
 435-615-5060

RE: Proposed Courchevel Condominiums at Deer Valley Unit B301 and Unit B303, Amended

The purpose of this Amended Condominium plat is to convert existing Common Area attic space above Unit B301 & Unit B303 to Private Area attic space for each unit. The associated Limited Common Area for these two units remain unchanged by this amendment. These two units are located on Level 4 as shown on the existing “Courchevel Condominiums at Deer Valley” Plat of Record and on the proposed “Courchevel Condominiums at Deer Valley Unit B301 and Unit B303, Amended”. The converted or additional Private Area is located on Level 5 as shown on the on the proposed “Courchevel Condominiums at Deer Valley Unit B301 and Unit B303, Amended”.

Existing Development Information:

Courchevel Condominiums at Deer Valley, Record No. 229039 (12-31-84)

Courchevel Condominiums at Deer Valley Amended Sheet 2 of 3, Record No. 315605 (11-9-89)

* 27 Existing Residential Condominium Units

* 1.8226 acre parcel of land

* 29 parking spaces (Common Area Garage)

August 12, 2009 “Deer Valley Resort Tenth Amended and Restated Large Scale Master Planned Development Permit, Exhibit 1 – Development Parcels” Includes Courchevel Multi-Family

- Maximum Permitted Density (Units) = $13.5 (2,000\text{sf}/\text{UE}) = 27,000\text{sf}$

- Maximum Developed Density (Units) = $27 (1,000\text{sf}/\text{UE}) = 27,000\text{sf}$

* Existing Developed 27 Units x 759sf = 20,493sf total

- Available Remaining Permitted square feet for project = 6,507sf ($27,000\text{sf} - 20,493\text{sf}$)
- Amended Unit B301 at 1,367sf : added 608sf
- Amended Unit B303 = 1,367sf : added 608sf

* Post Plat Amendment: Remaining Permitted square feet for project = 5,291sf

Private Area (Unit) Comparison (Existing – Proposed):

<u>Unit B301</u>	*	Existing	*	Proposed	*	Change/
		Private Area	*	Private Area	*	Difference
		759 SF	*	1,367 SF	*	+ 608 SF
<u>Unit B303</u>	*	Existing	*	Proposed	*	Change/
		Private Area	*	Private Area	*	Difference
		759 SF	*	1,367 SF	*	+ 608 SF

HOMEOWNERS ASSOCIATION NOTIFICATION VERIFICATION

The document shall serve as verification that the Courchevel

Homeowner's Association (HOA) has been notified of The HOA's (owner)

intent to build at (address) 2700 Deer Valley Dr. (lot #) B301/303

Plans may be viewed at the Park City Building Department, 445 Marsac Ave.

This notice is only to inform the HOA that the owner is seeking Building Permit(s) from the Park City.

The HOA has received notification from the owner of their intent to do the following work:

Extend living space into the owner's usable attic space and common area attic space over existing hallway. Approval was obtained for this work by a special vote per the CC&R's for the use and transfer of existing common area space into unit space. Per the wording of the vote: permission was granted to allow the board to change the ownership of the common space above units B303 and B301 (non-accessible attic dead space) and approximately 140 square feet above hallway from common area to respective unit space. Engineering plans provided, meet the criteria of this approved vote.

x Notice received and acknowledged



Tim Jones - HOA Representative

8/13/10

Date

**COURCHEVEL HOMEOWNERS ASSOCIATION
ANNUAL MEETING MINUTES
MAY 10, 2010**

*sent 6-15
w/ struts*

1. CALL TO ORDER

The meeting was called to order at 4:03pm at the PMA office located at 1960 Sidewinder Drive, Park City, Utah.

A quorum was determined with those present in person (B302), by telephone (B102, B104, B301) and by proxy (B101, B103, B105, B202, B204, B303, B304, C102, C103, C104, and C204).

Toby Tolpinrud, Kay Adams, and John Coursen, representing PMA, were also present.

2. APPROVE MINUTES OF MAY 11, 2009 MEETING

The minutes were approved as presented.

3. APPROVAL OF TAX RESOLUTION

The tax resolution, stating that any excess funds for 2009 be designated as maintenance funds, was passed.

4. REVIEW 2009

The financials for 2009 were reviewed.

The association ended the year with \$64,232; \$28,000 of that is earmarked for Silver Baron litigation fees which leaves approximately \$36,000.

The association came in about \$9,000 better than expected on expenses.

5. BUDGET 2010

The budget for 2010 was reviewed.

The budget was approved as presented.

Reserves – PMA reported that Utah just passed a law requiring homeowners association's to have a reserve study/plan in place by July 2012. At this point the specific details are unknown.

6. ANY OTHER BUSINESS

Litigation with Silver Baron – All discussions are considered attorney client privilege between legal counsel and the owners pertaining to Silver Baron and Courchevel litigation. (No minutes were taken on this portion of the meeting).

Loft Additions – Two owners requested to add lofts to their units. The lofts would add approximating 140 square feet per unit by converting common area

space that is over the hallways to individual unit space. One of the owners has already received an engineering report and spoken to the Park City Planning Department. The next step is to obtain approval by the owners to revise the plat map. According to the proposal, the dues of the units receiving the additional space will increase by 25% going forward.

A ballot went out with the notice of this meeting. The votes were tallied; the unit revisions were approved.

Additional Lofts – Another owner expressed interest in doing the same thing in his unit. The ingress/egress rules vary depending on the size and plans for the loft. These would need to be approved by the city and the owners. Owners agreed that it would be much cheaper and easier for interested owners to work together if they wanted to do similar remodels in their units. Any interested owners were advised to notify PMA so that this may be coordinated.

Dryer Vent – An owner has added a washer and dryer to her unit and needs to install a dryer vent. The owner was advised to meet with the contractor and determine where the vent will need to be installed, assure that it is to code, and submit the information to the board for approval.

Owner List – Owners asked to have a list of the other owners. PMA will send a questionnaire with the minutes so that owners can advise what information they are willing to share.

E-mail Communication – Owners asked about sending HOA communications via e-mail rather than "snail" mail. The board will consider an amendment to the CC&Rs to allow this.

7. ELECTION OF BOARD MEMBERS

The CC&Rs call for five board members to serve alternating two-year terms. Only four owners were willing to serve last year. The previous board members are willing to serve another year. Scott Powell also agreed to serve.

The board members for the next year are:

Richard Allaye-Chan – B301

David Bolk – B106

Scott Powell – B303

Pat Sheridan – B105

Ann Stewart – B203

8. MEETING ADJOURNED

The meeting was adjourned at 5:20pm.

Courchevel Condominiums at Deer Valley HOA

PO Box 680876
Park City, UT 84068

April 17, 2010

Dear Home Owners,

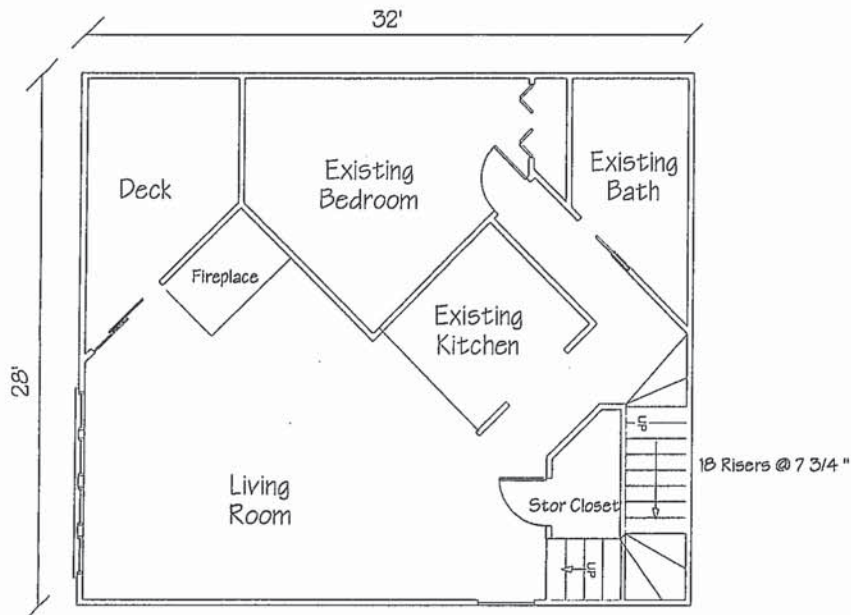
Units B303 and B301 contacted the board in order to construct lofts in their units. The plans utilize the open-air cathedral space in and above the existing vaulted ceilings as well as 140 s/f of common space over the entry hallway. Building B was constructed with adequate attic space to provide for a proper coded construction of a loft. Along with the request, the board was presented with an architectural space plan and an opinion letter from a local Park City structural engineer.

The board had a special meeting, which included PMA, to discuss the loft proposal. After discussing the proposal at length, the board unanimously believes this project will be positive for the Courchevel community and have no negative structural effects. Construction will be accomplished during the off season and completed by a licensed and insured contractor. The design allows for similar request on behalf of the other B300 series owners. Additionally, due to the increased net square footage, the newly lofted units will be required to pay 25% more in HOA dues in perpetuity.

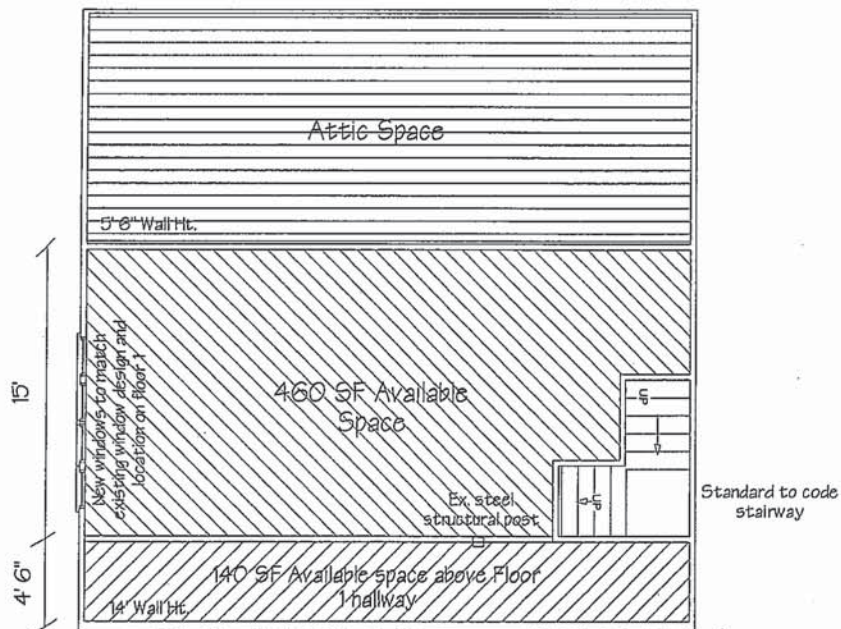
In order to receive a proper permit from Park City, the unit must be given the ability to use the common space above the units (non-accessible attic dead space) including the 140 s/f above the hallway. The board unanimously recommends approval of the request to build the loft as proposed.

Per our Courchevel bylaws, a 2/3 's required approval can be made verbally at the HOA meeting, or by signing the attached document. All costs associated with the plans approval, construction and plat map amendments reflecting the lofts will be paid by units 303 and 301.

The Courchevel HOA Board



Proposed Floor One



Proposed Loft Space - 600 SF

ARCHITECTURAL DESIGN & SPACE PLANNING

MSP
DESIGN

4071 Brantle Drive
El Dorado Hills CA 95762
916 933 4508

Courchevel at Deer Valley
2700 East Deer Valley Drive Unit B 303
Deer Valley Utah 84060

*Proposed Floor One
& Loft Spaces*
Scale: 1/4" = 1'
March 25 2010

Revisions

COURCHEVEL CONDOMINIUM OWNERS ASSOCIATION

PO Box 680876 • Park City, UT 84068

Phone: (435) 645-7888 • Fax: (435) 645-7890 fax

Print Name of Homeowner(s)

Property Address of Homeowner(s) – Unit # and Street

_____ I plan on attending the meeting in person.

_____ I plan on attending the meeting by phone.

_____ I do not plan on attending the meeting.

PROXY

That the undersigned hereby constitutes and appoints * _____ as his/her agent and proxy at the annual meeting of the members of the Chatham Crossing Homeowners Association, a Utah non-profit corporation, to be held Monday, May 10, 2010, at 4:00 pm at the PMA office building conference room, 1960 Sidewinder, Park City, Utah according to the number of votes he/she shall be entitled to vote if personally present, hereby rescinding, canceling and annulling all prior and other powers and proxies whatsoever given to him/her to vote at said meeting.

In the event that a quorum is not present at the May 10, 2010 annual meeting, this proxy will be used for a quorum determination for the subsequent called meeting (within 45 days).

*This agent must be in attendance for the annual meeting. If you are unsure if your designated agent will be in attendance, either find one who will be in attendance or leave the appointment section of the proxy blank and the Board of Directors will vote your proxy.

Mandatory vote by each HOA Member (unit):

I instruct the Proxy to vote my interests as follows on the following item:

I grant permission to allow the board to change the ownership of the common space above units B303 and B301 (non-accessible attic dead space) and approximately 140 square feet above hallway from common area to respective unit space.

☐ Yes

☐ No

THIS PROXY, WHEN PROPERLY EXECUTED, WILL BE VOTED IN THE MANNER DIRECTED BY THE UNDERSIGNED MEMBER. IF NO DIRECTION IS MADE ON ANY ITEM, THIS PROXY WILL BE VOTED BY THE PROXY AS HE OR SHE DEEMS APPROPRIATE.

Executed this _____ day of _____, 2010

Signature of Homeowner(s)

SCOTT LAWRENCE POWELL

1301 46TH STREET SACRAMENTO CALIFORNIA 95819

September 1, 2010

Greg Wolbach
Evergreen Engineering, Inc.
1670 Bonanza Drive, Suite 104
PO Box 2861 * Park City * Utah * 84060

RE: Courchevel Parking Stalls

Dear Greg,

This letter is in response to your email dated September 1, 2010 stating that the planning department is contemplating requesting that an additional parking lot be constructed at Courchevel due to the plat amendment required for the construction of two lofts in the B building.

The purpose of these lofts are to allow for two occupants that would normally sleep on a sofa sleeper in the living room/eating area to have their own sleeping quarters in the loft. There will be no additional impact in terms of occupants or automobiles.

Please know that that the Homeowners Board voted *unanimously* for this project after discussing all possible impacts the project may have on the other owners, including parking. Later, the home owners *unanimously* voted to approve this project as well after discussing all aspects of the project including parking.

We, the home owners, can attest that there is simply no need for increased parking stalls. We neither need them nor want them, our parking lot is rarely more than 1/3 full as it is.

Please contact me with any questions related to this issue.

Best,



Scott Powell
Home Owner/Board Member



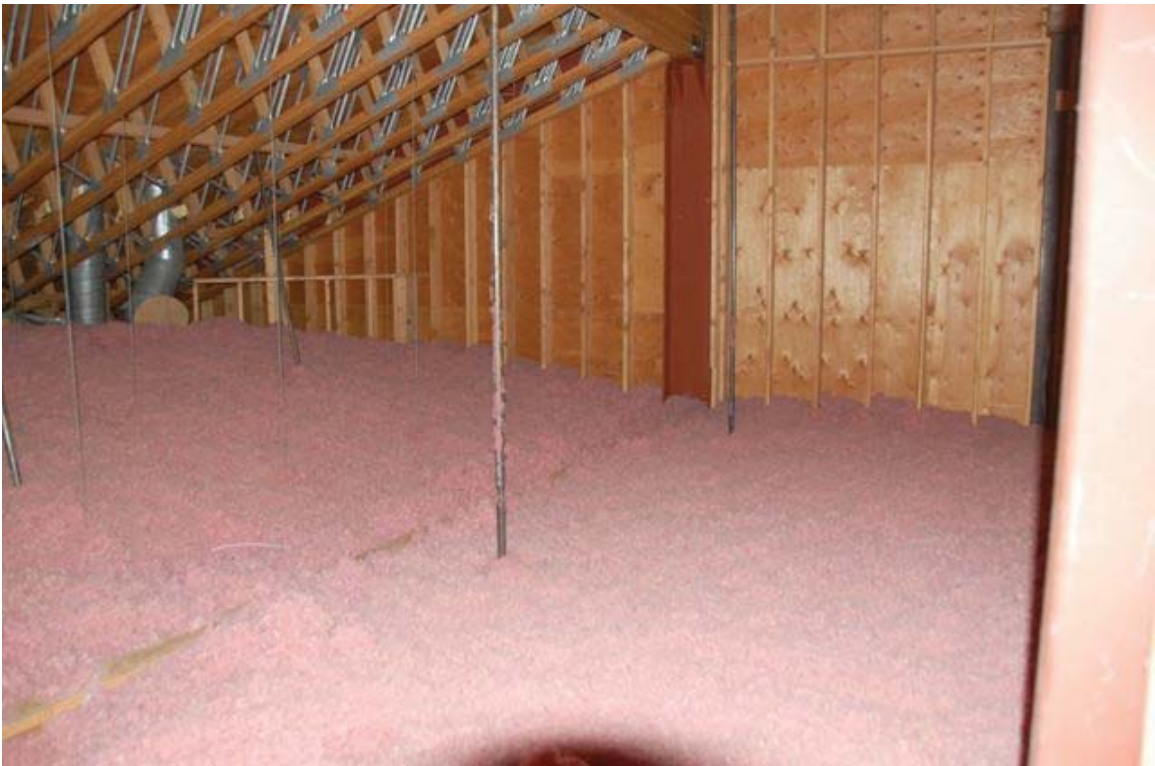
Courchevel existing exterior



Courchevel **PROPOSED** exterior with matching loft windows



Usable Attic Space above B303 & B301



Usable Attic Space above Units B300 Series Units



