PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
OCTOBER 24, 2013

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, October 24, 2013.

Closed Session
4:45 pm Property, Personnel and Litigation
5:20 pm Break

Work Session
5:30 pm Council questions and comments and Manager's Report Pg. 5

Regular Meeting
6:00 pm

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV Minutes from Meeting on October 17, 2013 Pg. 6

V 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)*

1. Consideration to authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Hills Construction, Inc. for the Dual Meter Vault Repair Project in an amount of $35,490.00 Pg. 16

VI. NEW BUSINESS

1. Consideration of Proclamation Declaring November Pancreatic Cancer Month Pg. 25
2. Consideration of Resolution Declaring November 1, 2013 "Extra Mile Day" Pg. 28
3. Consideration of TCM-EE software purchase- Rebecca Pg. 31

VII. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5186 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m.

Posted: 10/21/2013
See: www.parkcity.org

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
OCTOBER 31, 2013

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will not hold its regularly scheduled meeting on Thursday, October 31, 2013.

Posted: 10/21/13
See: www.parkcity.org

TENTATIVE MASTER CALENDAR

Note: This future meeting schedule is TENTATIVE and subject to change.

October

17 **See Agenda**

24 Proclamation – Pancreatic Cancer Month (consent)
Resolution for Extra Mile Day (consent)
Special Service Contract Criteria and Extraordinary Grant Criteria work Nate (? Date)
Vacation rental compliance software – Jason New
Construction Agree. w/ Hills Construction, Inc. Dual Meter Vault Repair Project- Roger, consent

31 **No Meeting**

November

7 Finalize contract for the Royal Street Retaining Walls Matt C
Contract for Iron Horse housing fixtures and furniture- Brooks Robinson
115 Sampson Avenue-Anya
Veteran's Day proclamation- Jon
Utility Easement for 1255 Park Ave- Nick engineering

14 Broadband/Fiber – work 1hr – Scott R
Second Amended Silver Baron Lodge Phase II, 2880 Deer Valley Drive- Christy
508 Main Street Subdivision - Christy
Post office Gang boxes- work session Matt Cassel (1 hr)
Blue Ribbon Commission on Park City Mayor and Council Compensation – Matt D

21 Main Street recycling contract-
PW Update- Study Session- Blake 30 min

28 **No Meeting – Thanksgiving**

December

5 2013 City Insurance Placements
National Citizen Survey results, study, 60-75 min, PR

12 Acceptance of the audit – Lori C.

19

26 **No Meeting**

January

2 **No Meeting**

9 Swearing in Mayor / Council Members and Reception following meeting

16 **No Meeting – Sundance**
23
30

Pending Items:
General Election Canvass – special meeting – Sharon
Special Event overhaul
Water leak adjustment policy – work
Latino Community outreach and engagement – study
Rocky Mountain Power expansion
Beaver Management Policy Discussion - Work, Jim B 40 min.
Amendment to the housing resolution – for regular council – RS
Consideration of an Ordinance approving the McHenry Subdivision Replat Amendment located at 496 McHenry Avenue, Park City Survey, Park City, Utah
Property Management contract for Transit Residential Building - Brooks R
Ordinance 2519 Lucky John Drive – Plat Amendment PL-13-01980- KW
Gamble Oak Easements, new, Heinrich

- Housing Authority Meeting
Housing Mitigation Plan for 1555 Lower Iron Horse Loop Road MPD in Bonanza Park – Rhoda/ Phyllis

To: Honorable Mayor/Members of City Council
From: City Manager's Office
MANAGER'S REPORT – October 24, 2013

Main Street Activity – Chad Root, Chief Building Official

Main Street construction is active with permits ranging from small remodels to large-scale remodels. I have been told from some long time locals this is the most activity that they have seen or heard about since the fire. Some of our larger permits are at the following locations:

- 692 Main Street - gutted the structure and adding height to the structure
- 632 Main Street - gutted the building and are in the process of putting on the roof
- 201 Heber (Main and Heber) - the Zoom Plaza at the Sky Lodge will be starting this week. All the trees will come down and they plan to have it finished before Dec. 25th , 2013
- 614 Main - 2nd Floor Remodel into a residential unit
- 562 Main - Reconstruction of Historic Building, adding square footage and basement
- 573 Main Claimjumper
- 427 Main (Park City Live) - permit for a remodel to the stage and new exterior stairs per a Notice and Order
- 333 Main Street (Main Street Mall) - shops and retail on main level and residential on the upper level, Exterior Demo should be complete November 1st and the sidewalk will open up.
- 268 Main (The Star Bar) - remodel to increase Occupant Load

Next Spring we will see permits for two buildings on Main and Heber both west side of Main St:

- The Kimball Art Center
- The Building across Main Street where the Downstairs bar is they are adding an additional story

There are many other smaller projects on Main Street that are not listed. Below is rendering of the Main Street Mall.

PARK CITY COUNCIL MEETING MINUTES DRAFT
SUMMIT COUNTY, UTAH,
OCTOBER 17, 2013

Mayor, Council and staff viewed the Historic Wall at the base of City Hall.

Work Session
Mayor Williams opened the work session with Council questions and comments and Manager's Report

Council member Butwinski attended last week's planning commission meeting where they discussed the General Plan. Also attended Public Art Advisory Board meeting discussing a future project of a mural on the wall entering KCPW along with a temporary mural on the wall at the top of Swede Avenue during Sundance. Attended the HPCA meeting stating there are some members concerned with the vacant buildings on M ain Street looking blighted and are concerned with the construction mitigation that allow these buildings to look so dilapidated. Butwinski stated that he has spoken with Chad Root Building Official to get the wheels turning. Foster stated that staff will bring a manager's report to Council with the next packet.

Council member Matsumoto- forwarded complaints from Old Town residents regarding the slow pace of construction. Attended the Friends of the Library luncheon reporting it was a great event. The Library Board also met and is very excited about the updates that are on the horizon. Attended Summit Lyon's Board meeting, they were very happy about the Vail Grant which was a matching grant for an easement on a property. She also stated the Historic wall looked beautiful and tells the story of where Park City began.

Council member Simpson attended the Health board meeting. She also attended the service for David Chaplin stating it was fantastic. Thanked Carolyn Frankenberg and Tanya Naur for a great Candidate forum.

Council member Peek also commented on the Historic wall stating it looks great and would recommend they look into a historic name for the wall based on the history of the space. Attended the HPB visioning meeting and discussed the next steps in the Ski Era Resort architecture. Board of Adjustments met and discussed a variance at Norfolk which passed with further direction to resolve some issues.

Council member Beerman
Attended the COSAC meeting and discussed the potential properties they were looking at purchasing. Reported that Treasure Mountain Inn hosted the Women's Giving Fundraiser and they are very close to their million dollar goal. It is a great group. Also, attended the Wasatch Summit Group stating they continue to hone in on their mission and will be rolling out the future steps beginning in January with ambitious goals.

Mayor William's thoughts are with the Armstrong family with the passing of Mel Armstrong.

Public Art Advisory Board Update

Bauman greeted the Mayor and Council as the staff liaison for the Public Art Advisory Board. She welcomed the members of the board who were present. Bauman reviewed the strategic plan goals that the PAAB are striving towards such as identify and prioritize specific art projects, develop comprehensive signage for all art projects, and firm up a maintenance policy. They are using this as a roadmap for future projects. They are also working with the communications/public affairs department on a web page on the City's website. The Board is looking at all the opportunity to bring the community and the media together and also looking at utilizing the "Let's Talk Park City" feature. At the moment they are differentiating between the pieces that were in the community prior to the PAAB and working to bring a cohesive flow to the city. Bauman stated they are always looking to bring artists in early on and w ork on public-private partnerships. She discussed the projects that have been completed in the last few years and stated that the next project is at Quinn's junction.

Council Matsumoto thanked the board members for the great art they have brought to the City. She inquired about the program with the traveling artists and the schools. Bauman stated that it is an idea being bounced around but is not yet firmed up. Also, inquired about the time frame of the maintenance plan regarding Sound Garden. Bauman stated that they are working on implementation.

Council member Simpson also reiterated the positive comments to the board on the great work they have accomplished. She is very excited to see the communications plan and suggested a printable map as an Art Walk program.

Council member Peek spoke of the time he spent on the Historic Board in regards to Old Town art projects. It is great to see a great group of qualified people will put in there time to bring art to Park City.

Council member Beerman stated that he loves the tunnels and enjoys rolling through them.

Council member Butwinski praised Bauman on the beautiful, colorful slide she incorporated in her presentation. It was a great representation of the art in the City. Also thanked the board for there hard work.

Regular Meeting

I ROLL CALL

Mayor Dana Williams called the regular metting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, October 17, 2013. Member in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Liza Simpson, and Dick Peek. Staff present were Diane Foster, City Manager; Mark Harrington, City Attorney, Matt Dias, Assistant City Manager, Sharon Bauman, Senior Recorder and Elections Official; Kayla Sintz, Currant Planning Manager; Kiersten Whetstone, Planner; Francisco Astorga, Planner; Christy Alexander, Planner; Jason Glidden, Special Events Manager; Marci Heil, City Recorder

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Simpson disclosed on item #1 new business that she met with the resident at Rossi Hill about another issue regarding Echo Spur Road who brought up the issue and immediately told the resident she could not discuss it as it was on the agenda.

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

There was no public input.

IV MINUTES OF MEETING OF SEPTEMBER 26, 2013, OCTOBER 1, 2013 AND OCTOBER 3, 2013

Council member Simpson moved to approve the above mentioned minutes.
Council member Peek seconded
Approved Unanimously

V 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)*

1. Consideration of contract agreement for New Recreation Software

2. Consideration of contract for Capital Budgeting Software

3. Consideration of approving appointments of 2013 Election Poll Workers for General Election

4. McLeod Creek Project Change Order

Council member Beerman moved to approve consent items 1-4
Council member Simpson seconded
Approved Unanimously

VI OLD BUSINESS

1. Consideration of authorizing the City Manager to execute a Licensing and Support Agreement and Hosting Services Agreement with Hyland Software Inc. (Sire Technologies) in the amount of $21,572 in year one and $7,908 annually thereafter

Jason Glidden, Scott Robertson & two representatives from Hyland, stated that this is a return item from August 8th and are looking to answer any other questions that were not addressed in the staff report.

Council member Matsumoto inquired about ease of use. The Hyland representative stated that the software is very user friendly.

Council member Beerman was concerned that we are not starting out with all the templates that are used in the City. Glidden stated that it is a very simple process to copy from one main template and reduce the cost the City would incur if Hyland produced all the templates. City Manager Foster also addressed the comment stating the City wants to be self sufficient and would train key members of staff who would then train the rest of staff to work in the program.

Council member Butwinski inquired about the financial cost difference for the first year. Hyland representative stated that Hyland gave the City a discount for the first year and would be one year from the date entered into the contract. Butwinski also inquired about the meeting encoder option. Hyland rep stated that it is the physical hardware that would provide the recording for streaming online. Robertson stated that IT has budgeted for that hardware.

Council member Peek inquired about the live streaming feature. Glidden stated that Council would have the ability to stream online with this software. Peek inquired further about the process. Hyland rep stated that the agenda would be uploaded to the website as it is currently and then residents could click on any portion of the agenda and be fast forwarded to that portion of the recording. You can stream and download the audio.

Council member Simpson stated she wanted to insure that the audio quality would be better than what they currently have. IT Manager Robertson stated that staff will have to experience with the quality of the microphones to improve the quality of the audio.

Council member Beerman inquired of the possibility of a module or upgrade that would allow speech recognition. Hyland rep stated that they do not have those capabilities with their current software. City Manager Foster stated that the minutes would have audio association just as the agenda would. She also commented on Council member Peek's question regarding the of live streaming of the audio stating it would require Council to make a policy change.

Council member Simpson moved to approve authorizing the City Manager to execute a Licensing and Support Agreement and Hosting Services Agreement with Hyland Software Inc. (Sire Technologies) in the amount of $21,572 in year one and $7,908 annually thereafter
Council member Matsumoto seconded
Approved unanimously

City Manager Foster thanked Glidden for his diligence to bring this project to fruition.

VII. NEW BUSINESS

1. Consideration of an Ordinance approving the Echo Spur Development Plat Amendment Lots 17, 18, & 19, Park City, UT

Planner Astorga discussed this ordinance approving the combining of lots 17, 18, & 19 located at 459 Echo Spur. Stated that staff has taken this item to the Planning Commission numerous times over the past year. During this last meeting on September 11, 2013 the Planning Commission directed staff to forward a negative recommendation. The major discussions and concerns of the Planning Commission were ridgeline development and vantage point analysis. Astorga stated he has forwarded on recent public comments in favor of the project to Council.

The applicant Leeto Tlou Stated that he has lived in Park City for 11 years, last year he purchased the three lots on Echo Spur with the sole purpose to build a comfortable primary residence for his family. He also feels their plan will benefit the City as well by reducing density, parking and traffic. When the plat amendment was submitted in August of 2012 he was very eager to work with staff in order to bring this to fruition. Throughout this process the applicant and the planning department have worked together in a cooperative relationship to bring a favorable recommendation from staff to the Planning Commission. Staff has put together a large file supporting documents in favor of this project. In the end the Planning Commission decided to give a negative recommendation in spite the planning departments findings to support the amendment, the legal staff direction that a negative recommendation would be difficult to defend in court and the significant volume of documents that support combining the lots.

Council member Butwinski stated that the current definition is unclear and stated that Council needs to look at clarification. He stated that it is not visible from the vantage points outlined in the LMC. He is not clear on what support the Commission had to forward a negative recommendation. He has a lot of sympathy for both parties. This is one of those instances where we have a code that is unclear and is grateful the Council continues to update the LMC and General Plan.

Council member Matsumoto inquired to which year the ridgeline requirements were changed. Astorga stated that is was in 2001. Stated her sentiments regarding breaking the ridgeline versus breaking the skyline.

Planner Astorga spoke to the City's intent when the ridgeline and vantage point language was included in the LMC. He pointed out the photos that were included in the Council packet.

Council member Beerman inquired as to the relevance in the Planning minutes of a 2007 settlement. Planner Astorga stated that staff further investigated the settlement and found it not relevant to lot 17, 18, & 19. Inquired if there was any interest from the Planning Commission to pass this with different conditions. Planner Astorga stated that the Planning Commission did entertain the idea as they fine tuned their findings. Such as the height, set back, access off plated Fifth street. All of which are included in the proposed Ordinance and the applicant has agreed upon all of those conditions.

Council member Peek inquired about the Fifth street access and the use of utilities. Planner Astorga stated that Engineer Cassel has not indicated that the right of ways will be used. He also agreed that the project will not be visible from the vantage points indicated in the LMC.

Council member Simpson thanked staff for the thorough packet. She also commented to staff that she would like to see a higher standard on the Planning Minutes.

Mayor Williams inquired of the sizes of the homes in the photos. Planner Astorga stated that they are architecture renderings of proposed homes if the lots were not combined. He also inquired about the size of the home if the lots were combined. Planner Astorga pointed out the size according to the conditions outlined in the proposed ordinance.

Mayor Williams opened the public hearing.

Dennis Wong, 505 Rossi Hill, stated he looked at running for Council years ago and found many issues with Land Management Code. Based on his perception when he has attended Planning Commission meetings the Planning Commission argues over legal issues which is not their duty. As a resident, he understands the appeal of open space however, the area on Echo Spur is a magnet for trouble, many kids use the are for illegal behavior. He concurred with the other residents who sent in other public comments. He is in favor of the project and feels the Tlou Family is a great addition.

Mayor Williams closed the public hearing.

Council member Simpson moved to approve an Ordinance approving the Echo Spur Development Plat Amendment Lots 17, 18, & 19, Park City, UT under attachment 9 Planning report 6/26/2013
Council member Beerman seconded
Approved Unanimously

2. Consideration of Second Amendment to Stag Lodge Phase IV, 8200 Royal Street Unit 52

Planner Alexander stated that this a straight forward amendment, the purpose is to identify the basement as private area instead of common space as it is identified on the It will not change the setback or foot print. The item has been forwarded with a positive recommendation from the Planning Commission.

Mayor opened public hearing, no comment, the hearing was closed.

Council member Peek moved to approve the second Amendment to Stag Lodge Phase IV, 8200 Royal Street Unit 52
Council member Butwinski seconded
Approved unanimously

3. Consideration of plat amendment to Ontario Pack Subdivision 463 & 475 Ontario Avenue

Planner Alexander & Jeremy Pack, applicant, stated he was requesting to combine two adjacent property to build a single family home. This would be a larger single family home, however; if would not be out of context with the multiple duplexes in the surrounding neighborhood. Planning Commission held a public hearing and forwarded a favorable recommendation.

Mayor Williams opened the public hearing, no comment, the hearing was closed.

Council member Beerman moved to approve the plat amendment to the Ontario Pack Subdivision 463 & 475 Ontario Avenue
Council member Peek seconded
Approved unanimously

4. Consideration of LMC amendments to Historic Residential Medium Density Zone

Planner Astorga and Planning Manager Sintz presented to the Council addressing the amendments such as a reduction to 30% open space for redevelopment instead of the current 60% for multi-unit buildings in the Historic district. The next change is for existing Historic structures to reduce the setback with a variance for a building on the same site to allow for greater separation between the new structure and the historic structure and would be a case by case basis and a clean-up of redundant sections and wording.

Planner Sintz clarified the recommendations from the Planning Commission stating they interested in keeping with the core values of historic preservation and affordable housing.

Mayor Williams opened the public hearing.

Joyce Barron, 1470 Park Avenue, asked the Council to oppose the amendment that will have a negative impact on Park City's Historic District, reduce open space, and increase the congestion around the City park on Sullivan Road. She feels this favors big developers and feels there must be significant political pressure to modify the code.

Dan Moss, Park Avenue resident, he too is against the Land Management Code amendments. Stated when these amendments were proposed the Planning Commission were against the changes. And with time from meeting to meeting with an exception here, a compromise there the planning commission has become comfortable with the red flags. He opposes the changes that will weaken the historic code. Feels the developers are already afforded special advantages.

Clark Barron, 1470 Park Ave, stated he lives in a condominium project stating that when it was built it followed all the requirements of the code and feels many lessons were learned during the construction of the project. Stated he has been enjoying Park City for a number of years and has seen how things evolve with the loss of open space and bringing in larger buildings. He is very concerned with the amendment and feels it weakens the historic code. He feels the Council should maintain the current code and require the builders to work within that framework.

Jane Crane, 1470 Park Ave, she stated she has attended numerous meetings and feels that a great deal has been done to keep Park City viable with open space and historic structures. She feels the LMC amendments are taking the City in the wrong direction, to change code in the Historic district would be detrimental. She fears the increase of parking congestion as well as the affordable housing element. She has seen where affordable housing has been built and then were not kept as affordable.

Mayor Williams closed the public hearing.

Mayor Williams thanked the residents for the comments on the Historic District. He stated the City has never asked anyone to live up to landmark criteria. He stated that he has worked for open space for 30 years and feels that side and front yards are not necessarily meaningful open space. He addressed the comments made mentioning pressure that has been applied and clarified that the pressure has been from the Council. The Council has wanted this change and felt the City should look into. It doesn't negate that the resident's comments are appreciated but wanted to clarify that the Historic code is not being thrown out it is in fact being enhanced.

Council member Simpson clarified that every project goes through a morphing process. The project starts out in the planning stages then grows and changes to become a better project in the end. She also spoke to affordable housing stating that in the past the affordable housing projects have turned into something they were not meant for, however; the new code changes will require the affordable housing to be deeded in perpetuity to eliminate those issues. She stated she likes the Planning Commissions revisions and feels it brings tighter restrictions to the code.

Council member Butwinski stated that he appreciates all the hard work put in by staff. He stated that he heard a comment made once by a Commission member stating that "we should be finding ways to do projects we want versus reasons not to do projects we want. He feels these amendments will meet the current Council goals and he is pleased with the direction.

Council member Matsumoto inquired of staff on the parking concerns brought up by the residents comments. Planner Astorga stated that they will be required to have on-site parking.

Council member Beerman also thanked the residents for their comments. He did clarify that this is not a for profit project, this project is being completed by residents and the City is subsidizing the project, we are not facilitating a developer.

Council member Peek stated that the impact of a different development scenario would be much greater. The benefits of having a neighborhood moving in rather than a ever changing resident population with condos and weekly rentals as a possibility.

Mayor Williams stated that he would like to see the definition for Urban Open Space looked at as it results to the General Plan. Stated that years ago the City had open space requirements for Main Street and it got to the point were it became detrimental to the commercial area.

Council agreed that the General Plan and the Land Management Code are evolving documents. They also admonished the residents in the Park Avenue area to stay involved with the projects in their area so they can have a hand in the end product.

Council member Simpson moved to approved the Land Management Code amendments to Historic Residential Medium Density Zone with the addition of the language containing at least 50% to 15-2-4-5d
Council member Peek seconded the motion
Approve unanimously

5. Consideration of an Ordinance approving an extension of the August 9, 2012 approval of the Ontario Mine Bench Subdivision located at 7700 Marsac Avenue, Park City, UT

Planner Whetstone stated that staff is looking for an approval of an extension to Aug 9, 2014.

Council member Beerman inquired as to why the taxes and water have not been dealt with. Planner Whetstone stated that it is an inherited project and she and the applicant will need to do their homework to get the issues dealt with.

Mayor Williams opened the public hearing, no comment, closed the public hearing.

Council member Simpson moved to approve the one year extension to August 9, 2014 for the Ontario Mine Bench Subdivision located at 7700 Marsac Avenue, Park City, UT
Council member Beerman seconded
Approved unanimously

6. Consideration of an Ordinance approving the plat amendment extension of the Mine Bench Condominiums located at 7700 Marsac Avenue, Park City, UT

Planner Whetstone stated that this item goes along with item number 5 on tonight’s agenda; it is also a one year extension

Mayor Williams opened the public hearing, no comment, closed the public hearing.

Council member Simpson moved to approve the one year extension of the plat amendment for the Ontario Mine Bench Condominiums located at 7700 Marsac Avenue, Park City, UT
Council member Peek seconded
Approved unanimously

7. Consideration of an Ordinance approving a second extension of the November 17, 2011 approval of the Park City Heights Phase 1 s ubdivision plat located at Richardson Flat Road and US Hwy 40, Park City, UT

Planner Whetstone stated that is a second extension and there have been issues with the soil remediation that will require amendments to the placement of the lots. The Planning Commission has seen this and would like a master plan before they will sign off. Most likely they will abandon this plat once the master plan is complete and replat the area.

Mayor Williams opened the public hearing, no comment, closed the public hearing.

Council member Butwinski moved to approve the Ordinance approving a second extension of the November 17, 2011 approval of the Park City Heights Phase 1 subdivision plat located at Richardson Flat Road and US Hwy 40, Park City, UT

Council member Beeman
Approved unanimously

8. Consideration of the 562 Main Façade Easement Revision

Planner Astorga stated that this would be an amendment to the façade easement. Astorga stated that during the final stage of the Historic Design review it was discovered that there was a façade easement on this property at 562 Main Street. The first approach was to lift the building to place a pe rmanent foundation on the property. This was unsuccessful so staff is recommending a paneling approach to the upper level and a surgical reconstruction of the lower half due to the amount of glass. The reconstruction would require to remove piece by piece, number, asses and reuse is possible.

Council member Matsumoto asked for clarity regarding the standards of use stating that when you have a f açade easement must meet the rehabilitation standards of the Secretary of the United States Department of Interior. Planner Astorga stated that the approach of the Department of Interior would be t o panelized and r econstructed. Astorga stated that the Department of Interior would have to review the project to make a firm determination. Staff added that the language Council member Matsumoto was inquiring about also says "and/or state or local standards considered appropriate by the grantee".

Council member Peek inquired about the discrepancies with the renderings compared to the photograph. Astorga pulled up other photos to compare with the renderings.

Council member Butwinski inquired about the performance bond that will accompany this project. Astorga stated there is a performance bond of $324,000.

All parties are committed with keeping the historic integrity of the building.

Council member Simpson moved to approve the Façade easement amendments to 562 Main Street
Council member Peek seconded
Approved unanimously

With no further business the meeting was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in a closed session at approximately 3:30 p.m. Member is attendance were Mayor Dana Williams, Alex Butwinski, Andy Beerman, Cindy Matsumoto, Liza Simpson and Dick Peek. Staff present were Diane Foster, City Manager; Mark Harrington, City Attorney; Heinrich Deters, Trails and Open Space Manager; Jim Blankenau, Environmental Regulatory Program Manager; Nate Rockwood, Budget Manager. **Council member Cindy Matsumoto Moved to close the meeting to discuss Property, Litigation, and Personnel. Council member Andy Beerman Seconded. Motion carried.**

Council member Liza Simpson Moved to open the close session. Council member Andy Beerman Seconded. Motion carried.

City Council
Staff Report

Subject:	**DUAL METER VAULT REPAIR PROJECT CONSTRUCTION AGREEMENT**
Author:	**Roger McClain, Water Engineer** **Jason Christensen, Water Conservation IT Coordinator**
Department:	**Public Works, Water**
Date:	**October 24, 2013**
Type of Item:	**Administrative**

Summary Recommendations:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Hills Construction, Inc., for construction of the Dual Meter Vault Repair Project in an amount of $35,490.00.

Topic/Description:
Construction of the meter improvements are in accordance with the Water Strategic Plan's Source Strategies & Policies as follows:

- Source, Water Quality and Infrastructure
- Maximize efficient use of existing City sources;
- Ensure public health and safety is protected through quality water; and
- Maximize operational efficiency.

Background:
The Dual Meter Vault Repair Project is an integral part of the City's ongoing asset management of the water distribution system. The Project addresses the City's obligation to provide reliable water delivery and accurate billing to customers.

During the meter radio deployment in 2009-2011, all meters over 1.5 inches in size were tested and rebuilt as necessary to meet AWWA standards. The goal of the rebuild was to ensure all meters would be registering correctly. Currently water meters are repaired when consumption stops registering, or we are notified of a problem. Staff is working to develop a proactive meter replacement program. Data from this project will be used to help establish a cost-effective replacement period for larger meters.

In addition to our regular replacement program, fourteen (14) water meter vaults were selected for rebuilding. These water meters were selected based on a prioritization of meter vault condition assessments and on reviews of water consumption data. Four (4) meter vaults were included in the rebuild contract to address exterior condition deficiencies of the vault and mechanical equipment. In addition to condition deficiencies, the remaining ten (10) selected meter sets showed signs of deteriorated consumption registering. These meters were selected because of existing service orders identifying issues with the meter, field staff believed there were issues with the meter, or because a review of billing data showed that consumption at a meter had decreased by at least half from the highest year measured. If measured consumption at each of these meters returns to the historic peak year usage after the new meters are installed, the payback period for this project will be less than one year, including the cost of materials provided by the City. However, variables such as changes in usage, weather, irrigation reductions, and other factors could extend this payback period. None of the existing meter's condition presents a water quality issue; rather the issue is accuracy and condition of the metering equipment.

Staff intends to monitor these meter rebuilds and use the actual payback data to prioritize further work on other meter vaults.

Additionally, this work assists in water conservation efforts by ensuring that our customers are realizing the actual amount of water consumed and are aware of the cost of that water. It also helps address unaccounted for water (water losses within the distribution system and water use not metered).

The Water Department has a number of time critical projects to complete yet this year. Based on available personnel, anticipated project workload requirements, and project prioritization, it was determined that outsourcing the meter repair work would best meet the department's goals and strategies. Delaying any of the outstanding projects would result in detrimental impacts to the operation of the water system and service to customers.

Proposed Construction:
The Dual Meter Vault Repair Project consists of repairs to fourteen existing water meter vaults. These are typically larger meters serving customers with substantial water demands. The following photographs reflect existing conditions in each meter vault. It is anticipated that all work will be performed within existing vault structures and will not require excavation to complete the work. Therefore, soils handling and disposal is not anticipated for this project.

The City will supply all new meters, AMR transmitters, piping, valves, and fittings. The Contractor will install the materials consistent with PCMC Design Standards, Specifications, and Standard Drawings. The Owner supplied materials are estimated to be approximately $50,000.

To minimize the impacts of water service interruptions, the Water Department will be working closely with each affected residence or business to develop acceptable schedules for planned water outages.

Work will be generally located within public rights of way.

ATTACHMENT E

Pictures

1201 Mellow Mountain | **1640 Captain Molly** | **1825 Three Kings**

1825 Three Kings #1 | **1825 Three Kings #2** | **1875 Captain Molly**

2880 Deer Valley Drive | 2346 Park Ave | 7700 Stein Way



7720 Royal Street | 1203 Norfolk | 1450 Empire



1482 Empire

Analysis:
The bid package for the Dual Meter Vault Repair Project was advertised in the Park Record on 9/28, 10/2 & 10/5, 2013, online at utahlegals.com, and on the Park City Website beginning September 28, 2013. Two bids were received and opened on October 9, 2013. The following summarizes the bids:

Contractor	***Total Bid***
Park City Water Engineer's Estimate	**$40,000**
Hills Construction	$35,490.00
Terra Engineering	$97,775.00

Hills Construction, Inc. is the lowest responsive bidder. Bid Documents have been verified by Staff. Staff therefore recommends Hills Construction, Inc., as the successful Bidder.

There was no local preference included in the determination of lowest responsible bidder since no firms submitting a bid have a physical presence & staff based in Summit County. Should any local construction firm have bid, the determination of lowest responsible bidder would have included consideration for local preference.

The Total Project Cost, including the Owner supplied materials and installation under the construction contract, is $85,500. The City's Project Manager, Roger McClain, will be working under the guidance of the Water Manager.

Department Review:
This report has been reviewed by representatives of Public Works, Legal, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:
Council could authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Hills Construction, Inc., for the construction of the Dual Meter Vault Repair Project in an amount of $35,490.00.

B. Deny:
Council could deny the request for the agreement. Denying the request could result in a delay to the project as alternate construction methods are evaluated.

C. Modify:
Council could modify the request for the agreement. Modifying the request could result in a delay to the project as the impacts of the requested modifications on construction and/or management elements are evaluated.

D. Continue the Item:
Council could continue the request for the agreement. Continuing the request could result in a delay to the project until key elements can be addressed.

E. Do Nothing:

Staff does not recommend this alternative. D oing nothing would delay the construction of the project and impact reliable accurate water delivery to customers.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply	+ Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive	Positive
Comments:		

Funding Source:
The funding for the project is from water service fees and is part of the approved FY 14 budget.

Consequences of not taking the recommended action:
The project components are essential to the Water Department's asset management. Delay to the award of construction for the project could impact the City's water revenue.

Recommendation:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Hills Construction, Inc., for construction of the Dual Meter Vault Repair Project in an amount of $35,490.00.

Exhibits:
EXHIBIT A: Dual Meter Vault Repair Project, Scope of Work
EXHIBIT B: Bid Tabulation

EXHIBIT A

Scope of Work
Dual Meter Vault Repair Project
Construction Agreement

DESCRIPTION AND SITE OF WORK: For the project known as the DUAL METER VAULT REPAIR PROJECT, (hereinafter "Project"), the Work generally consists of the repair or replacement of valves, meters, bypass lines, and the replacement of internal components in 14 meter vaults at various locations. The work is located at various existing water meter sites in the Park City Water distribution area in Park City, UT, as indicated on the Bid Schedule.

All meters, piping, valves, and fittings shown in the Standard Drawing will be Owner supplied, and all work shall conform to PCMC Design Standards, Specifications, and Standard Drawings unless otherwise indicated on attached details. Owner will also provide AMR transmitter reconnects, and coordination for water shutdowns. All work will be performed in existing vaults unless otherwise noted, and confined space requirements should followed.

The full scope shall be determined from the contract documents.

COMPLETION OF WORK: All WORK shall be substantially complete by December 6, 2013 and Final Complete by December 20, 2013. Time is of the essence.

EXHIBIT B
Bid Tabulation - Dual Meter Vault Repair Project

Dual Meter Vault Repair Bid

Item	Classification of Unit Price Work	Unit	Hills Construction	Terra Engineering
1	1201 Mellow Mountain	1 Lump Sum	$2,240.00	$6,600.00
2	1640 Captain Molly	1 Lump Sum	$2,240.00	$8,250.00
3	1825 Three Kings #3	1 Lump Sum	$2,240.00	$7,318.75
4	1825 Three Kings #1	1 Lump Sum	$2,240.00	$7,318.75
5	1825 Three Kings #2	1 Lump Sum	$2,240.00	$7,318.75
6	1875 Captain Molly	1 Lump Sum	$2,240.00	$6,600.00
7	2880 Deer Valley Drive	1 Lump Sum	$2,240.00	$6,600.00
8	2346 Park Avenue	1 Lump Sum	$3,360.00	$8,250.00
9	7700 Stein Way	1 Lump Sum	$2,240.00	$6,600.00
10	7720 Royal Street	1 Lump Sum	$3,360.00	$8,250.00
11	Empire Park Mountain Ski Lodge	1 Lump Sum	$2,240.00	$6,600.00
12	Empire 1203	1 Lump Sum	$2,240.00	$4,125.00
13	Empire 1450	1 Lump Sum	$2,240.00	$4,125.00
14	Empire	1 Lump	$2,240.00	$4,125.00
15	9th street PRV Concrete Bollards	4	$1,890.00	$5,693.75
	Total Bid (in Figures)		$35,490.00	$97,775.00

Amount Higher than Apparent Low Bid			0	63.702%

Bid Packet Requests			Dual Meters		
Company	Contact	Ph.	Email	Sent	Date
Westbrook Construction	Zack Westbroc	801-576-0833	zach@westbrookconstructioninc.c	x	9/27/2013
Utah Reporter 2	matt Knochelm	800-364-2089 x 7029	mknochelman@isqft.com	x	9/27/2013
Vangaurd Utility Service	jennifer Chaun	270-926-4646	jchauncey@vusinc.com	x	9/27/2013
Prime Vendor inc	Katie Collier	800-746-9554	work39@prime-vendor.com	x	9/27/2013
Reed Business	Lauren	770-209-3821	lauren.mckenzie@reedbusiness.c	x	9/27/2013
SCI	Marion		marion@sciwy.net	x	9/27/2013
JW	JW	435-640-2477	jwwexcavating@hotmail.com	x	9/27/2013
Veritas Inc	Dan Parkinson	801-671-9820	veritasconst@msn.com	x	9/30/2013
Lyndon Jones	Paul Ellis	801-253-3478	PaulE@jonesconstruction.com	x	9/30/2013
Gerber	Raquel Clark	801-407-2000	fc@1gerber.com	x	10/1/2013
ProBuild	Ryan Linford	801-295-1300	ryan.probuild@gmail.com	x	10/1/2013
Allied Construction	Bart LaMont		bart.allied@gmail.com	x	10/1/2013
Acme Construction	David Houghtc	801-280-1232	David@acmeutah.com	x	10/2/2013
VanCon Inc	Emily Dunn	801-491-8898	emily@wedigutah.com	x	10/3/2013
Hills Construction	Brian White	801-864-4908	Brian@hillsconstruction.com	x	10/3/2013
Terra Engineering & Construction	Krista Terra	435-336-5006	krista.terrra@allwest.net	x	10/4/2013

City Council Staff Report

Subject: Resolution – Pancreatic Cancer Month
Author: Jody Morrison
Department: Executive
Date: October 24, 2013
Type of Item: Administrative

Summary Recommendations:
Approve the Resolution proclaiming November 2013 as "Pancreatic Cancer Month"

Topic/Description:
A Resolution proclaiming November 2013 as "Pancreatic Cancer Month"

Background:
Bruce Greenwald contacted the Executive Office on behalf of the Pancreatic Cancer Action Network requesting the City adopt a Resolution to raise awareness of pancreatic cancer. The City has adopted similar resolutions in 2010, 2011, 2012.

Pancreatic Cancer Action Network is a national organization creating hope in a comprehensive way through research, patient support, community outreach and advocacy for a cure.

Survival rates for pancreatic cancer have remained in the single digits for more than 40 years. Today, the five-year relative survival rate remains at just 6 percent. The Pancreatic Cancer Action Network intends to double the survival rate by the year 2020 by accelerating the application of their proven comprehensive approach to fighting the disease — combining research, providing support for individuals and families living with the disease, raising awareness, and building and sustaining federal support. Once they hit this benchmark, they will move even further ahead in increasing the overall survival rate for pancreatic cancer.

During the upcoming 2014 grants cycle, the Pancreatic Cancer Action Network will award more than $5.1 million in research funding. They are grateful for the years of continued and generous support from their donors, volunteers, advocates, patients, healthcare professionals and scientists.

Department Review:
This report has been reviewed by the Legal and Executive Departments and their comments have been included in the document.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?				+ Fiscally and legally sound + Engaged and informed citizenry + Ease of access to desired information for citizens and visitors
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*				Very Positive
Comments:				

Funding Source:
No funding is required

Recommendation:
Approve the Resolution proclaiming the month of November 2013 as “Pancreatic Cancer Awareness Month””

RESOLUTION PROCLAIMING THE MONTH OF NOVEMBER AS "PANCREATIC CANCER AWARENESS MONTH" IN PARK CITY, UTAH

WHEREAS in 2013, an estimated 45,220 people will be diagnosed with pancreatic cancer in the United States and 38,460 will die from the disease; and

WHEREAS pancreatic cancer is one of the deadliest cancers, is the fourth leading cause of cancer death in the United States, and is the only major cancer with a five-year relative survival rate in the single digits at just six percent; and

WHEREAS when symptoms of pancreatic cancer present themselves, it is late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years; and

WHEREAS approximately 220 deaths will occur in Utah in 2013; and

WHEREAS the incidence and death rate for pancreatic cancer are increasing and pancreatic cancer is anticipated to move from the fourth to the second leading cause of cancer death in the U.S. by 2020; and

WHEREAS the U.S. Congress passed the *Recalcitrant Cancer Research Act* last year, which calls on the National Cancer Institute to develop scientific frameworks, or strategic plans, for pancreatic cancer and other deadly cancers, which will help provide the strategic direction and guidance needed to make true progress against these diseases; and

WHEREAS the Pancreatic Cancer Action Network is the national organization serving the pancreatic cancer community in Park City and nationwide through a comprehensive approach that includes public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer; and

WHEREAS the Pancreatic Cancer Action Network and its affiliates in Park City support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure; and

WHEREAS the good health and well-being of the residents of Park City are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; therefore be it

RESOLVED that the City Council of Park City hereby designate the month of November 2013 as "Pancreatic Cancer Awareness Month" in Park City.

This Resolution shall take effect on ADOPTION

PASSED AND ADOPTED this 24th day of October, 2013.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Marci S. Heil, City Recorder

City Council
Staff Report

Subject:	**Resolution – Extra Mile Day**
Author:	**Marci S. Heil, City Recorder**
Department:	**City Manager**
Date:	**October 24, 2013**
Type of Item:	**Administrative**

Summary Recommendations:
Approve the Resolution proclaiming November 1, 2013 as Extra Mile Day in Park City, Utah

Background:
The Mayor's Office was contacted by Christine Ott, Director of Media and Public Outreach for Extra Mile America. The idea for Extra Mile Day started in 2009 when Shawn Anderson created the Extra Mile America Tour, a cross country bicycle tour and inspirational outreach event. This year, the mission continues…and builds. With a 100% volunteer staff, Extra Mile_America is unwavering in its commitment to remind individuals and organizations that creating positive change is not just a water cooler topic, but it is unselfishly tied to go-the-extra-mile action. We continue to be an organization that casts a bright light on the *"Extra Mile Heroes"* and change-makers who surround us and who continue to give their best.

Extra Mile Day has grown from 23 participating cities in its inaugural year, to 116 in 2010, to 228 in 2011, to 362 in 2012…and this year, a goal of 400 cities has been set.Extra Mile cities can be found at http://www.ExtraMileAmerica.org.

Department Review:
Legal and City Manager's Departments

Alternatives:

A. Approve:
This is staff's recommendation

B. Deny:
Not Recommended

C. Modify:
Council option

D. Continue the Item:
Council option

E. Do Nothing:
Not recommended

Funding Source:
There is no membership fee or other commitments associated with this Resolution

Recommendation:
Approve the Resolution proclaiming November 1, 2013 as Extra Mile Day in Park City, Utah

Resolution No. -13

RESOLUTION DECLARING NOVEMBER 1, 2013 AS "EXTRA MILE DAY"

WHEREAS, Park City, Utah is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively "go the extra mile" in personal effort, volunteerism, and service; and

WHEREAS, Park City, Utah is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Park City, Utah is a community which chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

WHEREAS, Park City, Utah acknowledges the mission of Extra Mile America to create 400 Extra Mile cities in America and is proud to support **"Extra Mile Day" on November 1, 2013**.

NOW THEREFORE, I, Mayor of Park City, Utah do hereby proclaim November 1, 2013 to be Extra Mile Day. I urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

PASSED AN ADOPTED this 24th day of October, 2013

PARK CITY MUNICIPAL

CORPORATION

____

Mayor Dana Williams

Attest:

____

Marci S. Heil, City Recorder

Approved as to form:

____

Mark D. Harrington, City Attorney

City Council Staff Report

Subject: Tyler Content Manager Enterprise Edition
Author: Rebecca Gillis & Scott W. Robertson
Department: IT
Date: 10/24/2013
Type of Item: Administrative

Summary Recommendations:
Authorize City Manager to extend the professional services contract with Tyler Technologies **for the next four years** and purchase Tyler Content Manager (TCM) Enterprise Edition (EE) and modules in the amount of $56,634. See Addendum 1 for cost breakout.

Topic/Description:
Purchase of document management software.

Background:
Over the past year City Staff, including IT, Finance, Sustainability, Building and Planning have met to identify document management needs, to research best practices and new technologies, and to find less time and space consuming methods. Several difficulties were identified with our current model:

- Access to filed/archived documents
- Monitoring and destruction of archived documents
- Storage space constraints

Staff committed significant effort into analyzing our current document management system, to researching possible solutions, to teleconferencing with other communities about their experiences with TCM, and to communicating with Tyler regarding time, cost, and options.

Analysis:
Staff determined that TCM EE is a low-cost extension of our current Tyler product (Eden) and is an easy to deploy content management solution that would be totally integrated with the Eden application. TCM EE is able to provide user access to additional content outside of the Eden system. It will provide automation for document-related processes to improve efficiencies City-wide while still adhering to our current records retention policy.

TCM EE will enable the City to better manage our documents. With TCM EE we will be able to capture, deliver, manage, and archive electronic information and streamline the flow of digital information throughout the City. The document is stored in its native format and is easily associated with other documents.

TCM EE will first be implemented within the Accounts Payable function in the Finance Department. It will allow for invoices to be scanned, coded, and approved without ever printing the document or passing the paper between departments. TCM EE will allow us to configure the workflow templates to route content throughout various departments and specific to our requirements. The documents will then be archived for easy access without having to dig through files. This alone will save approximately 200 hours each year. Within the following months we will expand the usage throughout the Finance Department and then within the following 12-18 months deploy City-wide.

After conducting an initial needs and cost assessment to similar solutions, It was determined that a Request For Proposal (RFP) would not likely garner: seamless integration for the scope of need; existing investment; reduced training and implementation time; low impact on existing business processes. Thus, it would be more advantageous to leverage our existing contractual relationship.

Because TCM EE is a module within Eden it is fully integrated to provide a seamless link between the two. However, it can also be used outside of Eden to capture and store other important documents. For records management, TCM EE will allow for document version control, full audit trail and restore options, and comprehensive purge management related to our specific retention schedules.

Searching and finding documents will be simple with the key word search and advanced search capabilities for all document types within TCM EE from any desktop. This will allow for faster and less time-consuming fulfillment of many GRAMA and auditor requests. Stored images can be exported individually or in a batch to specified directory, emailed or faxed to conserve paper, or printed if necessary.

With the **Advanced Optical Character Recognition (OCR) module** the system will automatically recognize text and/or bar codes to apply our defined indexing rules and automatically index those documents.

The **3rd Party Connector module** will allow us to store important documents from other sources outside of Eden and apply the same retention and indexing rules.

The **Workflow module** will allow for us to configure the workflow to route content throughout various departments and specific to our requirements; saving the headache of passing paper through various departments.

The City's Environmental Sustainability Department supports improved document management for two primary reasons; operations and the environment. The City manages and frequently interacts with approximately 170 utility meters, or over 2,000 invoices annually. In addition to the routine handling of these documents, Environmental Sustainability audits all of these invoices as a part of our annual carbon footprint and revisits these documents when we size solar installations, assess building improvements, and verify energy conservation practices with managers. Besides the environmental benefits derived from improved operations, this product would help

PCMC to better manage its waste streams. While the majority of invoices are currently stored/recycled, preventing paper transportation, use, storage, and recycling is even more environmentally beneficial.

Short-term impacts of this project include adjustments in personnel duties, training, and revisions to existing policies and procedures.

Upon City Council's approval staff will proceed with the Install and Implementation Stage of the TCM EE software. This stage is expected to last 4-5 weeks, followed by approximately a week of training. Staff estimates it will take approximately 12-18 months to implement City-wide.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	(+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	(+/-) Reduced municipal, business and community carbon footprints (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	(+/-) Skilled, educated workforce (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	(+/-) Streamlined and flexible operating processes (+/-) Fiscally and legally sound (+/-) Engaged, capable workforce (+/-) Well-maintained assets and infrastructure (+/-) Ease of access to desired information for citizens and visitors (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Neutral	Very Positive	Neutral	Very Positive
Comments:				

Funding Source:
IT CIP

Department Review:
Report reviewed by IT, Executive, Sustainability, Finance, and Legal departments.

Alternatives:

A. Approve: Authorize City Manager to approve purchase in the amount of $56,634. Authorize City Manager to extend the professional services contract and purchase modules from Tyler Technologies in the amount of $56,634 for Tyler Content Manager.

B. Deny: The existing document management will remain unchanged.

C. Continue the Item: The existing document management will remain unchanged.

D. Do Nothing: The existing document management will remain unchanged.

Significant Impacts:
Long-term impacts include ongoing annual maintenance and software updates of approximately $7,000 with nominal change to staffing workload.

Consequences of not taking the recommended action:
Should Council defer the purchase, the existing document management will remain unchanged.

Recommendation:
Authorize City Manager to extend the professional services contract with Tyler Technologies for the next four years and purchase Tyler Content Manager (TCM) Enterprise Edition (EE) and modules in the amount of $56,634.

Addendum 1

Module	Description	Quantity	Price	Extended Price	Discount	Total
TCM Enterprise Edition	Software	1.00	28,000.00	28,000.00	5,600.00	22,400.00
TCM Enterprise Edition	Install	1.00	1,500.00	1,500.00	-	1,500.00
TCM Enterprise Edition	Support	1.00	5,040.00	5,040.00	-	5,040.00
TCM Enterprise Edition	Training & Implementation	10.00	1,175.00	11,750.00	-	11,750.00
					Subtotal	$ 40,690.00
TCM Advanced OCR	Software	1.00	5,000.00	5,000.00	1,000.00	4,000.00
TCM Advanced OCR	Install	0.00	-	-	-	-
TCM Advanced OCR	Support	1.00	900.00	900.00	-	900.00
TCM Advanced OCR	Training & Implementation	2.00	1,175.00	2,350.00	-	2,350.00
					Subtotal	$ 7,250.00
TCM 3rd Party Connector	Software	1.00	2,800.00	2,800.00	-	2,800.00
TCM 3rd Party Connector	Install	0.00	-	-	-	-
TCM 3rd Party Connector	Support	1.00	504.00	504.00	-	504.00
TCM 3rd Party Connector	Training & Implementation	1.00	1,175.00	1,175.00	-	1,175.00
					Subtotal	$ 4,479.00
TCM WorkFlow	Software	1.00	2,500.00	2,500.00	-	2,500.00
TCM WorkFlow	Install	0.00	-	-	-	-
TCM WorkFlow	Support	1.00	540.00	540.00	-	540.00
TCM WorkFlow	Training & Implementation	1.00	1,175.00	1,175.00	-	1,175.00
					Subtotal	$ 4,215.00
					Total Software	$ 31,700.00
					Total Installation	$ 1,500.00
					Total Support	$ 6,984.00
	Based on actual hours, this may flucuate				Total Training & Implementation	$ 16,450.00
					Grand Total	$ 56,634.00