PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
May 11, 2023

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

CLOSED SESSION - 2:30 p.m.
The Council may consider a motion to enter into a closed session for specific purposes allowed under the Open and Public Meetings Act (Utah Code § 52-4-205), including to discuss the purchase, exchange, lease, or sale of real property; litigation; the character, competence, or fitness of an individual; for attorney-client communications (Utah Code section 78B-1-137); or any other lawful purpose.

STUDY SESSION

3:45 p.m. - Childcare Discussion
Park City Cares About Kids Proposal
Developmental and Workforce Benefits of High-Quality Childcare
Park City Child Care Needs Assessment

5:15 p.m. - Break

REGULAR MEETING - 5:30 p.m.

I. ROLL CALL

II. RECOGNITION

1. Consideration to Adopt Resolution 07-2023, a Resolution Adopting May as Wildfire Awareness Month
(A) Public Input (B) Action
Wildfire Awareness Month Staff Report
Exhibit A: Wildfire Awareness Month Resolution
Exhibit B: NIFC 2022 Annual Summary
Exhibit C: FEMA Wildfire Awareness Month

2. Consideration to Adopt Resolution 08-2023, a Resolution Proclaiming June 2023 as Pride Month in Park City
(A) Public Input (B) Action
Pride Month In Park City Staff Report
Exhibit A: Pride Month in Park City Resolution

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF
Council Questions and Comments

Staff Communications Reports

1. Safe Routes to School Program
   Safe Routes to School Staff Report

2. Park City Bike and Pedestrian Plan Update
   Bike and Pedestrian Plan Staff Report
   Exhibit A: Bike and Pedestrian Plan Update

3. Summer 2023 Special Event Parking Rates
   Special Event Parking Rates 2023 Staff Report
   Exhibit A: Proposed Special Event Parking Rates 2023

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

V. OLD BUSINESS

1. Public Hearing on the Proposed Water Rate Structure Modifications
   (A) Public Hearing (B) No Action
   Water Rate Staff Report

VI. NEW BUSINESS

1. Consideration to Continue the Review of the Appeal of the Conditional Use Permit Denial for the Washington School House, Located at 543 Park Avenue, to Become a Minor Hotel
   (A) Public Hearing (B) Continue to June 1, 2023
   Washington School House Appeal Continuation Report

2. Consideration to Approve Ordinance No. 2023-23, an Ordinance Adopting a Tentative Budget for Fiscal Year 2024 for Park City Municipal Corporation and Its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate, and Set Public Hearings to Consider Adoption of the Final Budget on June 22, 2023, at a Regular City Council Meeting
   (A) Public Hearing (B) Action
   FY24 Tentative Budget Staff Report
   Exhibit A: Budget Summaries
   Exhibit B: FY24 Tentative Budget Ordinance
   Exhibit C: FY24 Tentative Budget List

3. Consideration to Approve the 2023 Level Four Special Event Permit for the Park Silly Sunday Market (PSSM) Supplemental Plan
   (A) Public Hearing (B) Action
   Park Silly Sunday Market 2023 Supplemental Plan Staff Report
   Exhibit A: Draft Special Event Permit PSSM 2023
   Exhibit B: PSSM Event Application and Supplemental Plan 2023
   Exhibit C: PSSM Analysis 2023

4. Consideration to Approve a Level One Event for a Park City Pride Picnic to be Held on Sunday, June 25, 2023
   (A) Public Hearing (B) Action
   Pride Picnic Staff Report
   Exhibit A: Draft Special Event Permit Pride Picnic 2023
   Exhibit B: Pride Picnic Special Event Application

5. Consideration to Approve Ordinance 2023-24, an Ordinance Approving the 593 Park Avenue Plat Amendment, Located at 593 Park Avenue, Park City, Utah
   (A) Public Hearing (B) Action

593 Park Avenue Staff Report
Exhibit A: Draft Ordinance 2023-24
Exhibit B: 593 Park Avenue Survey
Exhibit C: Ordinance No. 09-37
Exhibit D: Notice of Planning Department Action 593 Park Ave - Expiration Letter

6. Consideration to Approve a Professional Services Agreement for Land Management Code Consultant Services with Lisa Wise Consulting, Not to Exceed $258,915, in a Form Approved by the City Attorney
(A) Public Input (B) Action
Land Management Code Consultant Staff Report
Exhibit A: Original Lisa Wise Consulting RFP Response
Exhibit B: Draft Provider Professional Services Agreement
Exhibit C: Revised Fee

7. Consideration to Approve Ordinance 2023-25, an Ordinance Amending Title 3, Ethics, Chapter 3, Campaign Disclosure, of the Park City Municipal Code
(A) Public Hearing (B) Action
Campaign Finance Disclosure Code Amendments Staff Report
Exhibit A: Campaign Finance Disclosure Ordinance

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 435-615-5007 at least 24 hours prior to the meeting.

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

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Executive
Item Type: Information
Agenda Section: STUDY SESSION

Subject:
3:45 p.m. - Childcare Discussion

Suggested Action:

Attachments:
Park City Cares About Kids Proposal
Developmental and Workforce Benefits of High-Quality Childcare
Park City Child Care Needs Assessment

Early Childhood ALLIANCE

PARK CITY COMMUNITY FOUNDATION

Park City Cares About Kids March 2023

The Challenge

66% of Park City parents of children ≤ 5 are paying more than 10% of their income on childcare.

83% of Park City parents with children ≤ 5 rely on some form of childcare.

88% of Park City survey respondents responded that it is **extremely or somewhat difficult** to find quality, affordable childcare in our community.

94% of Park City survey respondents think that the cost of childcare in our community is either **extremely or somewhat unaffordable**.

$1.16 million in federal funds provided to Park City's childcare industry in 2022 are expiring in September 2023.

90% of likely eligible children <5 in Summit County are not receiving the childcare subsidy from DWS.

40% of Summit County childcare providers responded that their program would be closed now without receipt of stabilization payments.

72% of Park City School District English-Language Learning Students are not proficient in literacy when they start kindergarten.

$1.36 billion loss annually to Utah's economy due to childcare issues.

Park City has a childcare problem. There are not enough options available to meet the need and the existing options are too expensive for many of our community members, even with the benefit of significant federal investment that will no longer be available by the Summer of 2024. According to the U.S. Chamber of Commerce Foundation's report released in December, 2022,[i] "**[c]hildcare is crucial for Utah's economic infrastructure and provides a stable foundation for Utah to continue to thrive as a business environment**." Inadequate access to childcare negatively affects family income, business productivity, and tax revenue. This lack of high-quality, affordable childcare options damages these children's future potential and exacerbates inequalities in the community.

The Park City Cares About Kids Program seeks to support all Summit County licensed, residential certificate, and Department of Workforce Services (DWS)-approved family, friend, and neighbor (FFN)[ii] providers who care for and educate children under age five of parents/guardians who live or work in Park City.

This program seeks to:

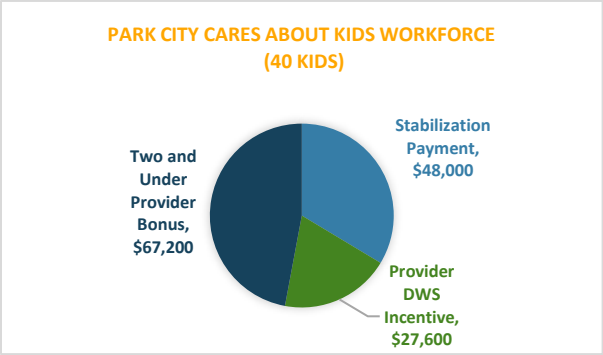
(1) **stabilize** the childcare industry by increasing compensation for the Summit County early childhood workforce serving families who live or work in Park City;
(2) **address the affordability gap** for income-eligible Park City residents with children under age five who need childcare;
(3) **increase utilization** of the federal childcare subsidies available through DWS by Park City resident and workforce families;
(4) **increase** Summit County licensed, residential certificate, or DWS-approved FFN **capacity** to care for Park City resident and workforce children **under age two**; and
(5) **increase** licensed family, residential certificate, and DWS-approved FFN **capacity** in Park City.

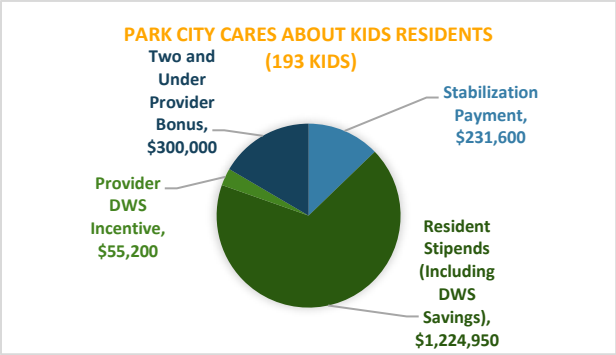
Absent seismic changes in investment in early care and education at the federal or state level, the need for local funds to support the Park City Cares About Kids program is perpetual. This issue will not be solved with one-time or temporary funding. The estimated cost for the first year of this program to serve approximately 193 Park City resident children and 40 workforce children is **$2,039,054**. The program leverages federal, philanthropic, and family contributions to provide high-quality, affordable, and accessible early care and

education options for families with children under age five who live or work in Park City.

The program has several components described more fully below and summarized in the following chart:

Summit County Early Childhood **Provider** Workforce Stabilization Payments Supporting **Resident** and **Workforce** Families in Park City ($100 per month/233 children)	$279,600
Park City **Resident** Childcare Stipend (Up to 100% AMI/72 children)	$1,055,844
Park City **Resident** Childcare Stipend (Between 100% and 120% AMI/44 children)	$261,888
Park City **Resident** Childcare Stipend (Between 120% and 140% AMI/16 children)	$42,624
DWS-Augmented Park City **Resident** Stipends (20 children)	($135,402)
Early Care and Education **Provider** Incentive to Accept Park City **Resident** and **Workforce** Children Using DWS Subsidy ($100 per month/69 children)	$82,800
Navigator Payments for **Staff** Assisting Park City **Resident** or **Workforce** Families with Kids Under Age Five Apply for the DWS Subsidy ($500/69 children)	$34,500
Summit County Childcare **Provider** Bonus for Providing Care for Park City **Resident** or **Workforce** Children Under Age Two ($200 a month/153 kids)	$367,200
Park City Licensed Family, Residential Certificate and DWS-Approved FFN **Provider** Startup Bonus (5 X $5000 and 10 X $2500)	$50,000

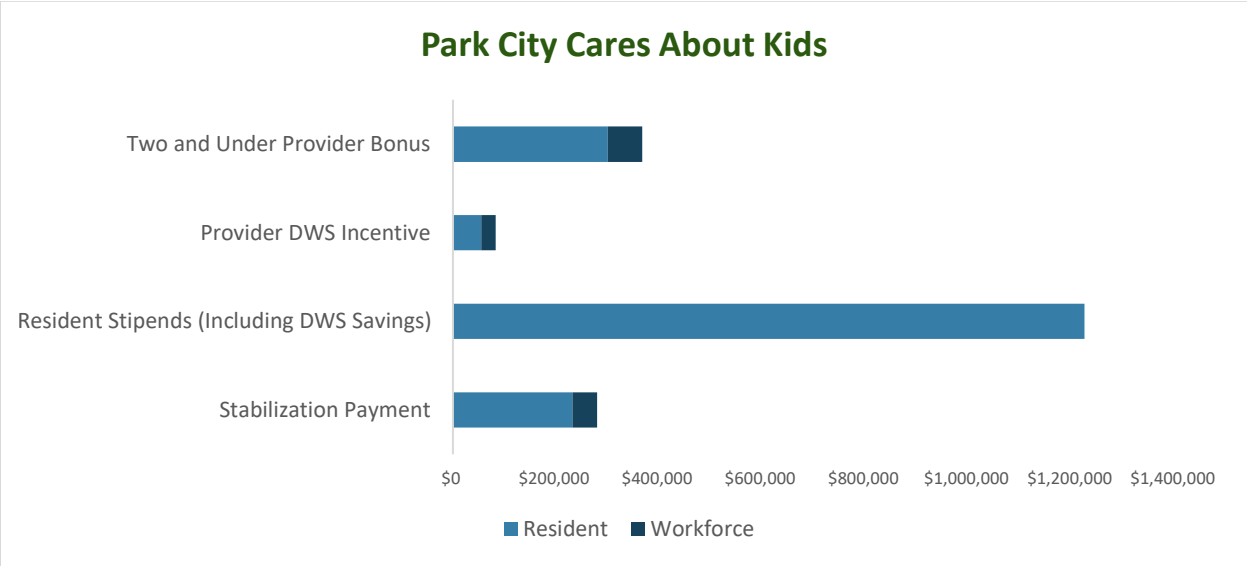




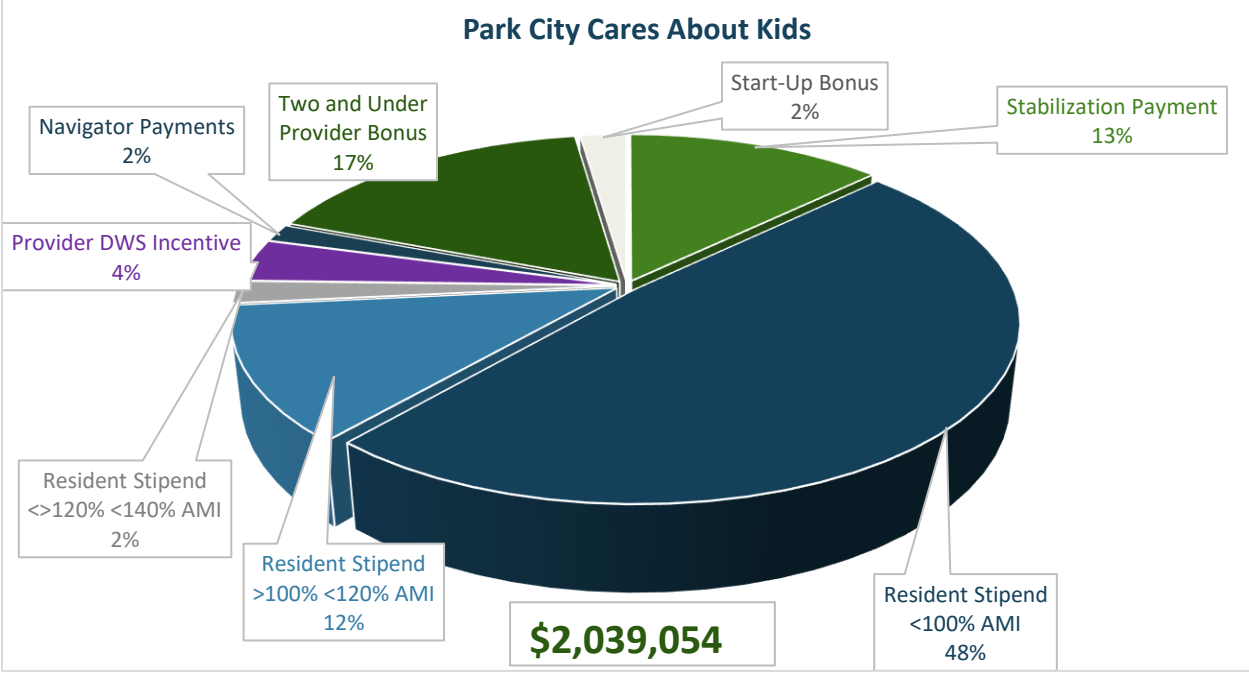
Eary care and education providers, resident, and workforce families will all benefit, but the majority of the funding will address the affordability gap for resident families. The largest portion of the funding supports an estimated 132 Park City income-eligible resident children through tuition stipends ($1,224,950). In addition, an estimated 193 resident children (comprised of 132 children in famlies earning less than 140% AMI and 61 children in families earning above 140% AMI) will benefit from provider stabilization payments ($231,600), an estimated 46 resident children will benefit from provider DWS incentives ($55,200) and an estimated 125 resident children will benefit from provider incentives for serving children under age two ($300,00).

Families who work in Park City, but do not live within the city limits will also benefit. Additional funds ($142,800) are made available to qualifying providers to incentivize them to provide early care and

education for an estimated 40 children whose families work in Park City ($48,000), with additional incentives to care for an estimated 23 children using the DWS subsidy ($27,600) and an estimated 28 children under age two ($67,200). In addition, the program includes navigator payments ($34,500) to assist families who apply for, and receive, the DWS childcare subsidy for an estimated 69 children and provider start-up bonuses ($50,000) to encourage more non-center providers to offer services in Park City.



Although all of the funds will be paid directly to the providers, the resident stipends (60% of the program) will directly reduce parental contributions and address the affordability gap. The remaining investments (40%) will financially support qualifying early care and education providers who serve Park City resident and workforce children and incentivize them to (1) open new home-based options, (2) serve low-income families who qualify for the childcare subsidy from DWS, and (3) serve children under age two.



Compensation for Summit County Early Childhood Provider Workforce Serving Families Who Live or Work in Park City ($279,600/233 Children)

Summit County early care and education providers are struggling to recruit and retain qualified staff, which is essential to maintaining this critical service. In order to offset the loss of federal stabilization grant funds (currently typically $400 per month, per child, up to licensed capacity), a stabilization payment of $100 per month, per child under age five whose parents/guardians either live or work in Park City will be paid directly to qualified providers in Summit County on a monthly basis. In order to qualify for these payments, the provider must be licensed, residential certificate,[iii] or a DWS-approved FFN caregiver whose minimum wage to their early care and education workforce is at least an average of $20 an hour. The Park City Child Care Needs Assessment estimates the demand for licensed care for Park City resident and workforce children under age 5 is approximately 233 children, so the monthly cost is estimated to be $23,300, or $279,600 a year. These payments would be paid directly to providers on a monthly basis based upon the number of qualifying children who are enrolled for the upcoming month.

Address Affordability Gap by Providing Monthly Childcare Stipends to Summit County Childcare Providers Serving Park City Resident Families ($1,360,352/132 Children)

Even for those parents who obtain a childcare provider, the costs are unaffordable for many. The recommended benchmark is that families should not pay more than 7% of their family income on childcare.[iv] Based on 2022 Area Median Income for Summit County, those maximum monthly parental contributions would be as follows:

Summit County 7% AMI	2-person	3-person	4-person	5-person
100% AMI	$624	$702	$780	$842
80% AMI	$499	$562	$624	$674
60% AMI	$375	$421	$468	$505
50% AMI	$312	$351	$390	$421

Based on survey results, the majority (66%) of parents of children aged five or younger in Park City are paying more than 10% of their income on childcare. Local Park City tuition stipends can help close the affordability gap so that parents can access high-quality early care and education for their children. These tuition stipends must include an annual escalator to adjust the area median income and market rate each year based upon an annual market study of local early care and education providers.

Stipends and required parent contributions may not exceed actual tuition charged by the providers. With the exception of the DWS-augmented stipend discussed below, if the providers charge less, than the stipend is reduced. If the tuition charged is more than the combined total of the maximum amount of the stipend and the expected family contribution, that additional payment will be the responsibility of the family.

Stipends will be paid directly to Summit County licensed providers and those residential certificate and FFN providers who are approved to receive the DWS subsidy on a monthly basis. In order to incentivize more Summit County licensed family providers to provide care for Park City resident children, there is no reduction in the maximum amount of monthly stipend available to families using licensed family, residential certificate, or FFN providers.

Full Park City stipends would be available for each income-qualifying child under age five who lives in Park City who is not eligible for the DWS childcare subsidy. Families who appear to be eligible for the DWS subsidy must show proof that DWS has determined that they do not meet the eligibility requirements (not a denial based upon lack of documentation or other deficiencies in the application process) in order to qualify for the Park City childcare stipend.

The stipend is set up in three different income categories, with the percentage of parental contribution increasing as income increases: (1) those families earning less than the median income will pay 7% of income, (2) those families earning more than the median but less than 120% of the median income will pay 10% of income, and (3) those families earning between 120% and 140% of area median income will pay 12% of their income for childcare.

Childcare Stipend for Families Earning Less Than 100% AMI for Children Under Age 5 ($1,055,844/72 Children)

Assuming a general average tuition of $1700 a month, and capping parental contributions at the recommended 7% of income, the chart below shows the monthly difference between what the private center-based market is charging in Summit County and what is considered to be affordable for parents for one child per month, based upon area median income by household size ("Affordability Gap").

Because parent contributions are based upon a percentage of income, monthly stipends would decrease as income increases as shown in the following chart:

Affordability Gap (7%)	Avg.	2 person	3 person	4 person	5 person
100% AMI	**$963**	**$1,076**	**$998**	**$920**	**$858**
80% AMI	**$1,110**	**$1,201**	**$1,138**	**$1,076**	**$1,026**
60% AMI	**$1,258**	**$1,326**	**$1,279**	**$1,232**	**$1,195**
50% AMI	**$1,332**	**$1,388**	**$1,349**	**$1,310**	**$1,279**

AMI Range	Avg. Monthly Affordability Gap	<2	2-<5	Total Monthly Affordability Gap <2	Total Monthly Affordability Gap 2-<5	Total Monthly Affordability Gap <5
>100%	$864	78	42	$67,295	$36,644	$103,940
>80% <100%	$1,031	9	5	$8,926	$4,860	$13,786
>50% <80%	$1,171	8	5	$9,887	$5,384	$15,272
<50%	$1,282	30	16	$38,153	$20,776	$58,929

In order to estimate average parent contributions at 7% of income for families earning less than the area median income, and assuming no DWS childcare subsidy is used by the families who qualify (*see* discussion below), this would cost an estimated $87,987 a month or $1,055,844 a year to support an estimated 72 Park City resident children.

Reduced Childcare Stipend for Families Earning Between 100% and 120% AMI for Children Under Age 5 ($261,888/44 Children)

Families in this income bracket will not qualify for the childcare subsidy from DWS, but still struggle to afford high-quality care and education for their children. The Summit County and Park City Needs Assessments do not estimate the number of children by age by income range above 100% of AMI, so the cost of providing this subsidy must be estimated separately.

The average family size in Park City is 2.88. The area median income for a three-person household in Summit County in 2022 is $120,400 and so 120% of AMI for a three-person household is $144,480. Assuming families in this higher income range could pay 10% of their income towards childcare, an increase from the 7% family contribution expected from families earning below the median income, that would be an average of $1,204 per month in parent contributions, leaving an average affordability gap of $496 per month to reach the average tuition of $1,700.

Based upon census data, there are an estimated 102 (27% of 378) children under age six living in households in Park City in the income range of $100,000 to $149,999. Assuming the ages are split evenly, then removing the five-year-olds (83.3%) would leave 85 children under age five living in households in Park City in this income range. The 2020 census finds that 52% of Park City households with children under age six have all available parents in the workforce.[v] Applying 52% to the estimated 85 children results in 44 Park City resident children under age five living in families earning between 100% to 120% of Summit County AMI that need childcare. The affordability gap for these families, assuming they pay 10% of income towards childcare, is $21,824 a month, or $261,888 a year.

Reduced Childcare Stipend for Families Earning Between 120% and 140% AMI for Children Under Age 5 ($42,624/16 Children)

Families in this income bracket will not qualify for the childcare subsidy from DWS, but still struggle to afford high-quality care and education for their children. The Summit County Needs Assessment does not estimate the number of children by age by income range above 100% of AMI, so the cost of providing this subsidy must be estimated separately.

In Summit County in 2022, 140% of AMI for a three-person household is $168,560. Assuming families in this higher income range could pay 12% of their income towards childcare, many larger families could afford local childcare expenses of $1700 per month, but many smaller-sized families could not.

Summit County 12% of Monthly AMI	Avg.	2 person	3 person	4 person	5 person
120%	$1,520	$1,284	$1,445	$1,616	$1,733
130%	$1,646	$1,391	$1,565	$1,751	$1,877
140%	$1,773	$1,498	$1,686	$1,886	$2,022

The average childcare affordability gap for the 2 and 3-person households in these income ranges is $222 per month. Based upon census data, there are an estimated 38 children (27% of 142) children under age six living in households in Park City in the income range of $150,000 to $199,999.[vi] Assuming the ages are split evenly, then removing the five-year-olds (83.3%) would leave 32 children under age five living in households in Park City in this income range. Assuming 52% of these children have all available parents in the workforce, that would mean 16 children would need childcare. The average affordability gap ($222) for these families in the 120% to 140% AMI range, assuming they pay 12% of income towards childcare, is $3,552 a month, or $42,624 a year.

Incentivize Increased Utilization of Available DWS Childcare Subsidies Through Navigator Bonuses and Increased Monthly Provider Stipends

Addressing Park City's childcare affordability gap requires leveraging all available resources, notably the federally-funded childcare subsidies available from DWS. In order to increase utilization of DWS' childcare subsidy, the program must incentivize providers not only to accept the subsidy, but also to encourage parents to apply for the program. Given the large waitlists at local providers, and the amount of contact they have with families who are interested in licensed childcare, these providers are critical to any increase in utilization of the DWS subsidy. Also, the application process can be cumbersome and difficult for families to navigate, so incentives must be in place to encourage professional staff to assist families to navigate the application process.

Enhanced Local Family Stipends and Provider Payments to Augment DWS Subsidy Payments

Local stipends should encourage parents to apply for, and providers to accept, the DWS subsidy. Thus, the Park City Cares About Kids program must ensure that both families and providers are better off financially when using the DWS subsidy.

DWS-Augmented Park City Stipends (Savings of $135,402 from Standard Park City Stipend Category/20 Children/Additional $200 per month)

The amount of the childcare subsidy provided by DWS depends upon the age of the child, the type of childcare provider, and the amount of care required. Payments are made directly to providers. The monthly maximum subsidies provided for family and center-based care are adjusted each year and the amounts effective as of October 1, 2022, are listed below.[vii]

DWS Monthly Subsidy Family	<2	2 Yr	3 Yr	4 Yr	DWS Annual Monthly Center	<2	2 Yr	3 Yr	4 Yr
	$750	$685	$660	$650		$1,040	$819	$756	$752

Because increasing utilization of the DWS subsidy is essential to reducing the overall affordability gap in Park City, and the families that qualify for the DWS subsidy are some of the lowest-income families needing childcare, the program includes an additional $200 per month, per child under age five for those resident families that combine the DWS subsidy with the Park City stipend. This funding can reduce the parental contribution if applicable. Using an average Park City stipend of $1,165 per month, per child, the Park City stipend necessary to ensure that the total financial assistance available to families when combining the Park City stipend with the DWS subsidy is at least $1,365 per child, per month (an average additional incentive of $200 more per month, per child to encourage families to use the DWS subsidy) is as follows:

PC Stipend to Augment DWS Family	<2	2 Yr	3 Yr	4 Yr	PC Stipend to Augment DWS Center	<2	2 Yr	3 Yr	4 Yr
	$615	$680	$705	$715		$325	$546	$609	$613

The Park City Child Care Needs Assessment estimates there are 46 children under age five in Park City who earn less than 50% of the AMI and therefore likely qualify for a subsidy from DWS(currently 5 receive it).

Although each DWS-Augmented PC stipend amount will vary depending upon the amount of the DWS subsidy (*see* chart above), since DWS pays much higher subsidies for center-based care, the average DWS-Augmented PC stipend for licensed-family based care would be $679 per month, per child, but the average DWS-Augmented PC stipend for center-based care would be only $523 per month, per child. The overall average DWS-Augmented PC stipend would be $601 if the children were split evenly. Since there are many more spaces in licensed centers (622) than in licensed family providers (108) in Summit County, the lower DWS-Augmented PC stipends necessary for center-based care are more likely to be used, generating greater savings than presented in this estimate.

Using the general average DWS-Augmented PC stipend of $601, representing an average savings of $564 a month (reduction in average PC Stipend of $1,165 to average DWS-Augmented PC stipend of $601), and assuming that efforts to increase utilization of the DWS subsidy results in 20 Park City resident children under age five receiving the DWS subsidy (less than half of the estimated eligible population and an increase of 15 children from current use), the estimated monthly savings is $11,283, and annual savings of $135,402. The more Park City resident children that receive the DWS subsidy, the greater these savings will be.

*Summit County Childcare **Provider** Incentive to Accept Park City **Resident** and **Workforce** Children Under Age Five Using DWS Subsidy ($82,800/69 Children)*

Being approved for the DWS childcare subsidy has no benefit if the families can not find a provider who will accept this subsidy. In order to incentivize providers to care for children who have been approved for the DWS childcare subsidy, the program will provide a bonus to Summit County early care and education

providers of $100 per month, per Park City resident or workforce child under age five who receives the DWS childcare subsidy. Assuming 46[viii] Park City resident children under age five and 23 Park City workforce children under age five receive the DWS subsidy (total of 69 children) this would cost $6,900 per month or $82,800 per year.

Navigator Payments for Staff Assisting Park City Resident or Workforce Families with Kids Under 5 Apply for the DWS Childcare Subsidy ($34,400/69 Children)

In order to assist Park City resident and workforce parents navigate the application process for the DWS subsidy, and to compensate for the additional staff time needed to administer the application process, the program will pay any professional staff (either at qualifying local early care and education providers or at Holy Cross Ministries or other agencies that assist clients complete eligibility applications) a bonus of $500 per successful application filed for the DWS childcare subsidy for households living or working in Park City with any children under age 5. Assuming 69 children qualify, this would be an annual cost of $34,500.

Summit County Childcare Provider Bonus for Providing Care for Park City Resident or Workforce Children Under Two ($367,200/153 Children)

Infant care is typically the hardest to find and the most expensive to provide, at a critical time in child development. In order to offset some of the additional costs associated with providing infant care and encourage more providers to increase capacity under age 2, the program will provide a $200 monthly bonus per child to Summit County licensed, residential certificate or DWS-approved FFN early care and education providers who provide care to Park City resident or workforce children under age 2. Assuming there are 125 Park City resident and 28 workforce children under age 2 who want licensed, residential certificate or DWS-approved FFN care in Summit County, this would cost $30,600 per month, or $367,200 a year.

Park City Licensed Family, Residential Certificate and DWS-Approved FFN Startup Bonus ($50,000/15 New Providers)

There are no family-licensed providers located in Park City and no DWS-approved FFN providers in Park City currently serving any children receiving the DWS childcare subsidy (there are 2 DWS-approved FFN providers located in other portions of Summit County). According to survey results, 31% of Park City parents with children under age six use FFN care. The program would like to encourage these FFN providers to become approved by DWS so that families who qualify for the DWS childcare subsidy can access this type of care and also to encourage family childcare providers to become licensed or regulated.

There is some time and expense associated with becoming licensed or DWS-approved. In order to defray those expenses, each newly-licensed family provider located within Park City will be entitled to a startup bonus of $5000. Each new residential certificate or DWS-approved FFN provider located in Park City will be entitled to a startup bonus of $2500. In the hopes that five newly-licensed family providers and ten newly-residential certificate or DWS-approved FFN providers locate in Park City, the estimated cost of these startup bonuses is $50,000.

Streamlined Administration

For far too long, the United States has made it difficult and burdensome for parents to access any kind of financial support for childcare. This program seeks to reduce administrative burdens that often exacerbate inequity and discourage families from accessing available resources. In order to determine eligibility, the program will follow recent guidelines from the Federal Administration for Children and Families, Office of Child Care, to create a family-friendly child care assistance application.[ix] No information regarding legal residency status of the child, the parent/guardian, or members of the household will be requested. No minimum work hours will be required, and income verification will include earned income but not money from other public benefits or child support. No more than one month's worth of proof of income will be required and documentation may include pay stubs, tax returns, employer letters, bank statements, or, if those are not available, self-certification by a signed and dated statement that includes a description of the parent/guardian's work, and amount of income earned in the past month.

The Early Childhood Fund at the Park City Community Foundation is seeking board approval to cover the costs associated with hiring a full-time staff member in the Park City Economic Development Department (or other department, as determined by City staff) to administer this program for the first two years. In addition, the Early Childhood Fund will cover the costs (up to $50,000) of designing a custom-built online application program to the City's specifications, along the lines of the example applications provided in the federal guide to create a family-friendly childcare assistance application, but tailored to also include the other payments and program requirements as outlined above.

Expanding Capacity in Future Years

Due to the precarious nature of the childcare industry in Park City and the upcoming loss of $1,160,502 per year of federal stabilization grants to childcare providers located in zip code 84060, this program is primarily seeking to sustain and enhance the existing capacity, address the affordability gap for working families, and increase early care and education workforce compensation during this inaugural year. One-time funding will not suffice; this need is perpetual.

If the program successfully increases utilization of the DWS childcare subsidy, future years will likely need less funds to provide as local childcare stipends, but likely will need additional funds to address inflationary pressures and expand capacity.

Expanding preschool options will also help address the affordability gap and may reduce the need for local stipends in the future. For example, currently, tuition for full-day (8:15 a.m.-3:05 p.m.), four-day-a-week preschool at PCSD is $500 per month. This tuition falls within the 7% family contribution for most families earning more than 60% AMI, and those families below that income level likely qualify for the DWS childcare subsidy.

Future years' needs are beyond the scope of this proposal at this time, but increasing preschool access and utilization of the DWS subsidy will also likely reduce the affordability gap for Park City residents and workforce.

End Notes

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[i] U.S. Chamber of Commerce Foundation, *Untapped Potential in UT: How Childcare Impacts Utah's Workforce Productivity and the State Economy*, (December, 2022), available at: https://uw.org/wp-content/uploads/UntappedPotential_UTAH_011223_DIGITAL.pdf.

[ii] All license exempt, family, friend and neighbor providers must have DWS Child Care Approval from the Department of Health, Child Care Licensing (CCL) Program before DWS subsidy payments can be authorized. Information about how to receive FFN provider approval can be found at: https://childcarelicensing.utah.gov/.

[iii] For a summary of Licensed Family and Residential Certificate requirements, visit: https://childcarelicensing.utah.gov/wp-content/uploads/2022/08/Family-RC-Comparison-Chart.pdf.

[iv] Childcare and Development Fund (CCDF) Program Final Rule, 81 Fed Reg 67438 at 67515 (9/30/2016) (Childcare Development Fund federal benchmark for affordable parent fees set at 7%); *see also* 45 C.F.R. §98.45(k); https://www.acf.hhs.gov/occ/faq/childcare-and-development-fund-final-rule-frequently-asked-questions.

[v] 2020 Decennial Census, DEC Summary File 3.

[vi] ESRI Business Analysis data from Jeffery B. Jones, AICP, Summit County Economic Development Department, (December 2022).

[vii] DWS Financial/SNAP/Childcare Eligibility Manual, Table 3 (effective October 1, 2022), available at: https://jobs.utah.gov/Infosource/eligibilitymanual/Eligibility_Manual.htm.

[viii] For purposes of predicting the savings in monthly stipends needed, in order to be conservative, the proposal assumes only 20 Park City children under six utilize the DWS subsidy, but in order to maximize the potential for increased utilization, the remaining incentives are budgeted at the estimated full utilization rate.

[ix] Child Care Technical Assistance Network, *Creating a Family-Friendly Child Care Assistance Application*, available at: https://childcareta.acf.hhs.gov/creating-family-friendly-child-care-assistance-application#WhyGuide.

Early Childhood ALLIANCE

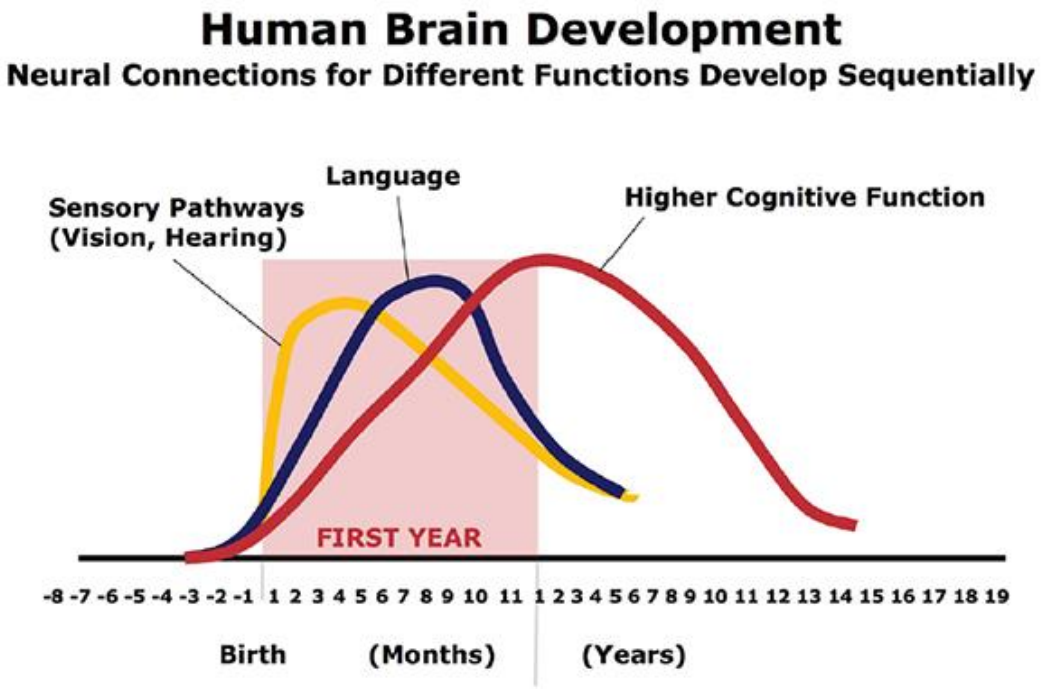
PARK CITY COMMUNITY FOUNDATION

Developmental and Workforce Benefits of High-Quality Early Care and Education

Investments in early childhood care and education "support children's healthy development and early learning starting at birth, which cascades into longer-term and broader benefits for them, their communities, and the economy."[i] The U.S. Chamber of Commerce Foundation views childcare as **"a two-generation workforce issue: essential to support the workforce of today and vital to develop our workforce of tomorrow."** Since high-quality early education supports the growth and development of the child, thereby setting him or her up for future success and wellness, while simultaneously providing parents the option to participate more fully in the workforce, the developmental and economic benefits derived from high-quality early care and education are immense.

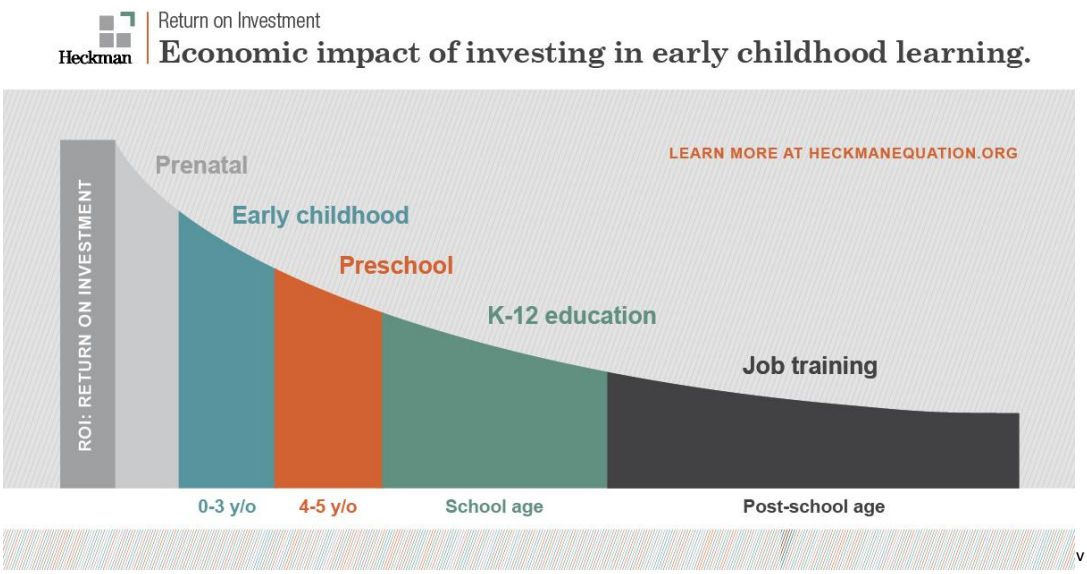
Developmental Benefits

Prenatal and early childhood experiences form the foundation of emotional, social, cognitive, and language development. This is because human brains are not fully formed at birth; instead, their basic architecture is constructed through an ongoing process, with the first years comprising the most important part. The Center on the Developing Child at Harvard University has determined that in the first few years of life, more than 1 million new neural connections are formed every second; this time of heightened neural plasticity means it is "easier and more effective to influence a baby's developing brain architecture than to rewrite part of its circuitry in the adult years."[ii]



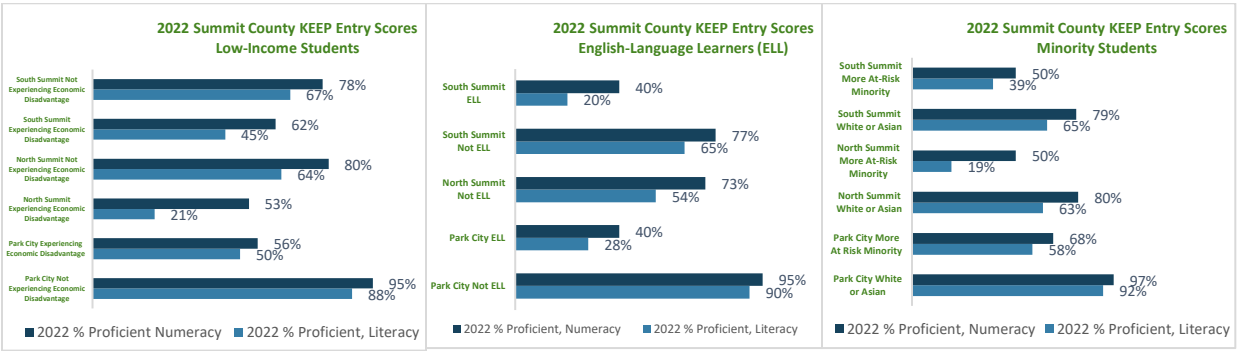
[iii]

Because our brains grow faster in early childhood than at any later point in life, the most fiscally responsible public investment we can make is to invest in our citizens early, when the returns are the highest.[iv] Nobel-laureate economics professor at the University of Chicago, Dr. James Heckman, finds that investing early has the greatest returns.



[v]

Lack of school readiness is one of the many ways in which communities pay for missed opportunities in providing high-quality early childhood experiences and environments. In Summit County, our minority, dual-language learning, and low-income students are disproportionately less ready for school than their peers, based on the Kindergarten Entry and Exit (KEEP) scores.[vi]

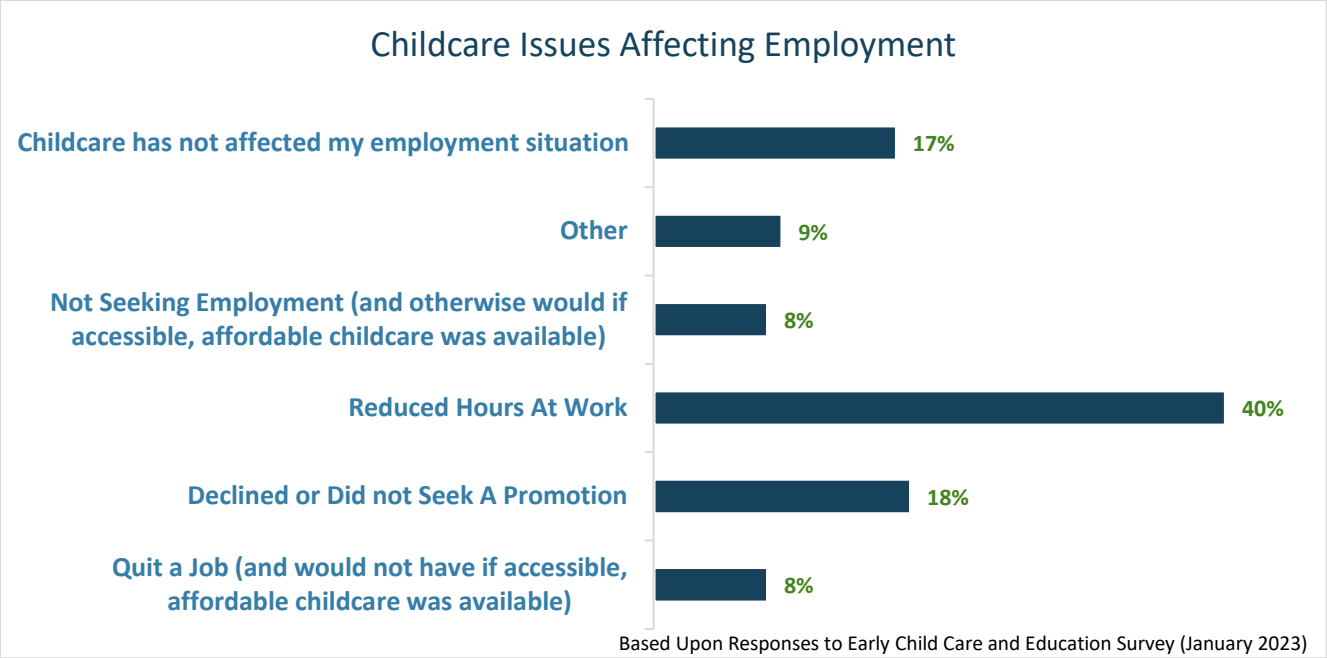


Workforce Benefits

According to the U.S. Chamber of Commerce Foundation's report released in December, 2022,[vii] "**[c]hildcare is crucial for Utah's economic infrastructure and provides a stable foundation for Utah to continue to thrive as a business environment**." Inadequate access to childcare negatively affects family income, business productivity, and tax revenue. Nationally, insufficient care for children under the age of three is estimated annually to cost each individual child's parent $3,350, each business employing a parent $1,150, and each taxpayer $630.[viii] One third of businesses report that childcare issues factored "a great deal" into loss of productivity for employees.[ix]

In Utah, lack of access to childcare results in an estimated $1.36 billion loss annually for Utah's economy and Utah loses an estimated $258 million annually in tax revenue due to childcare issues.[x] The topline findings show that lack of childcare is damaging Utah's economy and exacerbating workforce shortages:

More locally, 83% of Summit County parents responded that childcare issues had affected their employment, such as causing them to reduce hours at work (40%) or declining/not seeking promotions (18%).



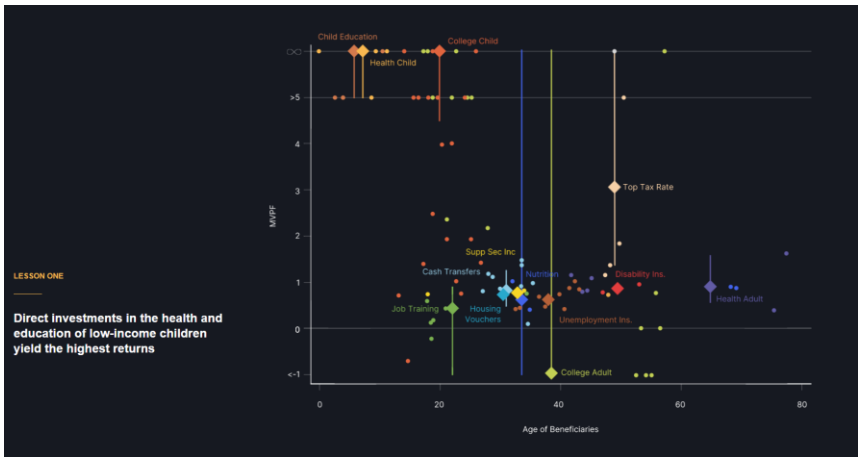
The Bipartisan Policy Center quantified the economic burden of Summit County's childcare gaps on households, businesses and tax revenues for both the immediate one-year impact and the future impact (representing the annual value plus losses that accumulate over the next 10 years due to the compounding nature of deficits incurred in the initial year).[xi] The low and high estimates for Summit County are shown in the table below:

	Annual-Low	Annual-High	Future Value-Low	Future Value-High
Summit County	$21,073,000	$32,183,000	$35,711,000	$54,539,000

Societal Benefits

Early care and education benefits the child and his/her parents, but also society as a whole. These investments can "advance both economic efficiency and equity."[xii] Societal benefits include greater productivity and economic growth, less individual reliance on government transfers, and fewer bad outcomes that are costly for society such as poor health, noncompletion of high school and crime.[xiii] Improvements in early childhood education, for example, have been found to lead to a 20% reduction in later criminal behavior.[xiv]

Because of the numerous societal benefits, investments for early childhood are an excellent use of public funding. Two economists from Harvard University have set forth a mathematical analysis to determine what government expenditures are most effective at improving social well being.



Using their marginal value of public funds (MVPF) analysis, which measures the "bang for the buck" of government spending on a given policy, direct investments in low-income children's health and education have had the highest MVPF and yield the greatest returns compared against 133 policies in the U.S. over the past half century.[xv] MVPFs are high throughout childhood and some direct investments in low-income children's health and education pay for themselves.[xvi]

Conclusion

Investing in high-quality, affordable childcare and early childhood education in coordination with parental support and health programs helps:

(1) close the achievement gap,
(2) assist local employers in attracting and retaining their workforce,
(3) strengthen school districts,
(4) break the cycle of poverty, and
(5) maximize our collective return on investment.

End Notes

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[i] Economic Report of the President, 125 (March 2023) available at: https://www.whitehouse.gov/wp-content/uploads/2023/03/ERP-2023.pdf.

[ii] Center on the Developing Child, Harvard University, In Brief: The Science of Early Childhood Development, available at: https://developingchild.harvard.edu/resources/inbrief-science-of-ecd/.

[iii] Center on the Developing Child, Harvard University, In Brief: The Science of Early Childhood Development, available at: https://developingchild.harvard.edu/resources/inbrief-science-of-ecd/.

[iv] Heckman: The economics of human potential, available at: https://heckmanequation.org/.

[v] Heckman: Economic Impact of Investing in Early Childhood Learning, available at: https://heckmanequation.org/www/assets/2020/06/F_Heckman_Sharegraphic_ROIChart_2019-1.jpg.

[vi] Email from Jon Collins, Research Consultant, Utah State Board of Education to Kristen Schulz, Early Childhood Alliance, (January 19, 2023).

[vii] U.S. Chamber of Commerce Foundation, *Untapped Potential in UT: How Childcare Impacts Utah's Workforce Productivity and the State Economy*, (December 2022), available at: https://uw.org/wp-content/uploads/UntappedPotential_UTAH_011223_DIGITAL.pdf.

[viii] Ready Nation, Council for a Strong America, *Want to Grow the Economy? Fix the Childcare Crisis*, (January 2019), available at: https://strongnation.s3.amazonaws.com/documents/602/83bb2275-ce07-4d74-bcee-ff6178daf6bd.pdf.

[ix] U.S. Chamber of Commerce Foundation, *Employer Roadmap: Childcare Solutions for Working Parents*, (March 2022), available at: https://www.uschamberfoundation.org/sites/default/files/ECE%20Employer%20Roadmap_March%202022.pdf.

[x] U.S. Chamber of Commerce Foundation, *Untapped Potential in UT: How Childcare Impacts Utah's Workforce Productivity and the State Economy*, (December, 2022), available at: https://uw.org/wp-content/uploads/UntappedPotential_UTAH_011223_DIGITAL.pdf.

[xi] Bipartisan Policy Center, Child Care Gaps Assessment, Summit County, Utah, available at https://childcaregap.org/.

[xii] Economic Report of the President, 127 (March 2023) available at: https://www.whitehouse.gov/wp-content/uploads/2023/03/ERP-2023.pdf.

[xiii] Economic Report of the President, 127 (March 2023) available at: https://www.whitehouse.gov/wp-content/uploads/2023/03/ERP-2023.pdf.

[xiv] John Anders, Andrew C. Barr, and Alexander A. Smith, *The Effect of Early Childhood Education on Adult Criminality: Evidence from the 1960s through 1990s,* American Economic Journal: Economic Policy, 15(1): 37-69, (February 2023), available at: https://www.aeaweb.org/articles?id=10.1257/pol.20200660&from=f.

[xv] Nathaniel Hendren and Ben Sprung-Keyser, *A Unified Welfare Analysis of Government Policies*, Quarterly Journal of Economics, 135(3) (February 2020), available at: https://opportunityinsights.org/wp-content/uploads/2019/07/Welfare_paper.pdf.

[xvi] Policy Impacts, *MVPF Lessons*, available at: https://www.policyimpacts.org/mvpf-explained/mvpf-lessons.

Early Childhood ALLIANCE

PARK CITY COMMUNITY FOUNDATION

Park City Childcare Needs Assessment March 2023

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Section I.
Executive Summary

Section I. Executive Summary

The Challenge

66% of Park City parents of children ≤ 5 are paying more than 10% of their income on childcare.

83% of Park City parents with children ≤ 5 rely on some form of childcare.

88% of Park City survey respondents responded that it is **extremely or somewhat difficult** to find quality, affordable childcare in our community.

94% of Park City survey respondents think that the cost of childcare in our community is either **extremely or somewhat unaffordable**.

90% of likely eligible children <5 in Summit County are not receiving the childcare subsidy from DWS.

40% of Summit County childcare providers responded that their program would be closed now without receipt of stabilization payments.

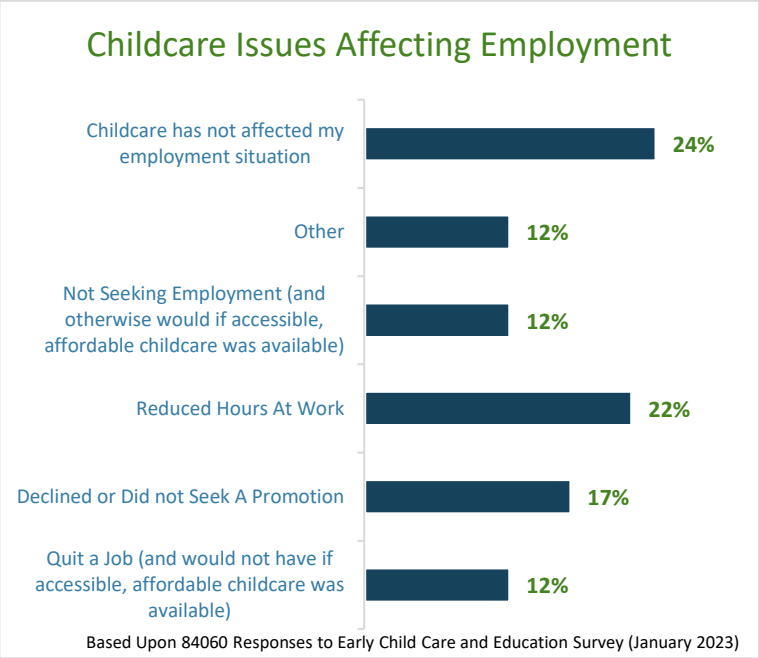
$1.16 million in federal funds provided to Park City's childcare industry in 2022 are expiring in September, 2023.

72% of Park City School District English-Language Learning Students are not proficient in literacy when they start kindergarten.

Park City has a childcare problem. There are not enough childcare options available to meet the need and the options that are available are too expensive for many of our community members, even with the benefit of significant federal investment that will no longer be available by the Summer of 2024. This lack of high-quality, affordable childcare options damages these children's future potential as well as the existing workforce and exacerbates inequalities in the community.

Park City's Working Families Need Childcare

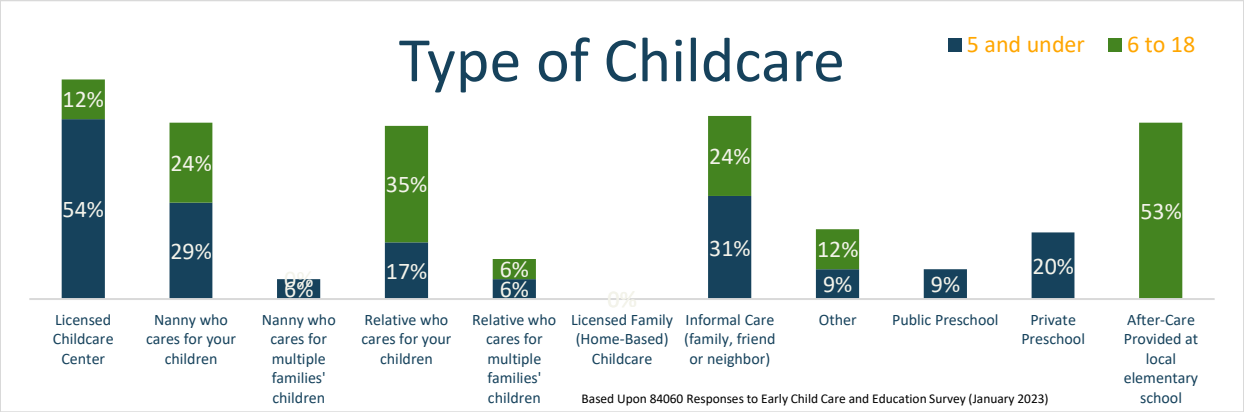
Most families in Park City with children have parents who work. 83% of Park City survey respondents with children aged five and under and 50% of respondents with children aged between six and eighteen rely on someone outside of themselves or their spouse/partner/co-parent to provide childcare. These parents rely on childcare to be in the workforce. 76% of Park City parents responded that childcare issues had affected their employment, such as causing them to reduce hours at work (22%) or declining/not seeking promotions (17%).



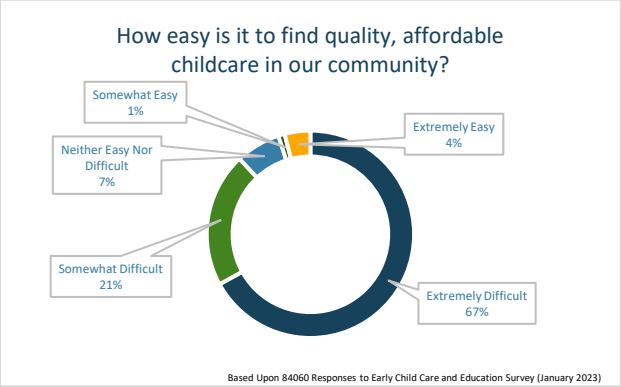
Current Park City Childcare Offerings Are Insufficient

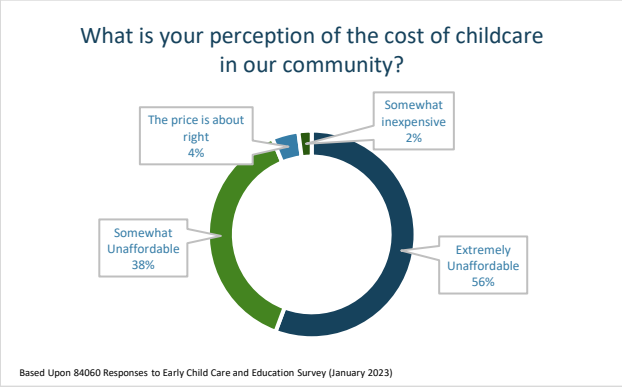
The majority of children needing care, and able to enroll in a program, in Park City aged five and under are in a licensed childcare center, while the largest proportion of children needing

care between the ages of six and eighteen are in the after-care programs provided at local elementary schools.

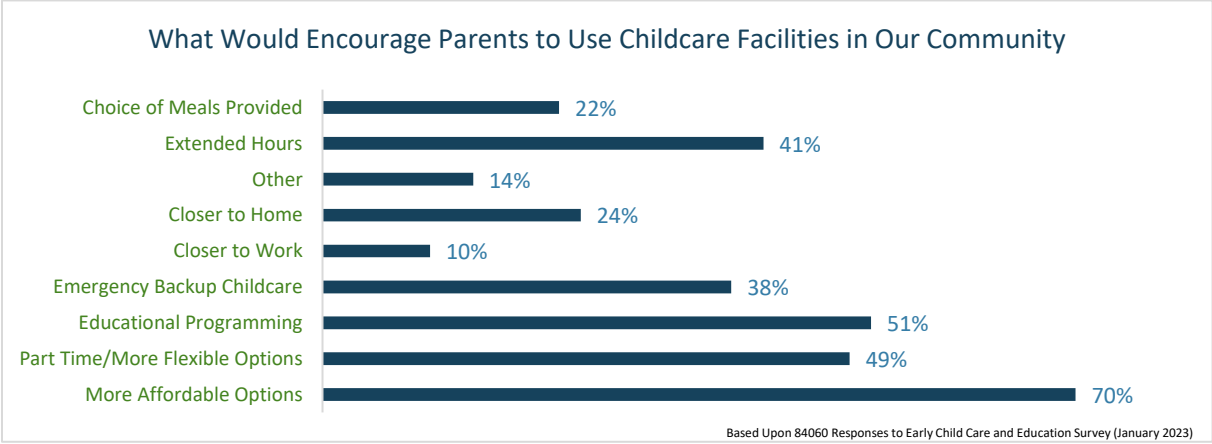


A very high percentage (88%) of Park City survey respondents responded that it is extremely (67%) or somewhat (21%) difficult to find quality, affordable childcare in our community. Similarly, the majority of Park City respondents (94%) think that the cost of childcare in our community is either extremely unaffordable (56%) or somewhat unaffordable (38%).





Park City parents responding to the survey factor in many variables when deciding to use childcare, but affordability was the most selected factor that would encourage parents to use childcare facilities in our community.



Childcare is Unaffordable for Many Families

Even for those parents who obtain a childcare provider, the costs are unaffordable for many. Based upon survey results, the majority (66%) of parents of children aged five or younger in Park City are paying more than 10% of their income on childcare. Assuming a general average tuition of $1700 a month, and capping parental contributions at the recommended 7% of income, the chart below shows the monthly difference between what the private center-based market is charging in Summit County and what is considered to be affordable for parents for one child per month, based upon area median income by household size ("Affordability Gap").

Affordability Gap	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
100% AMI	**$1,154**	**$1,076**	**$998**	**$920**	**$858**	**$795**	**$733**	**$670**
80% AMI	**$1,263**	**$1,201**	**$1,138**	**$1,076**	**$1,026**	**$976**	**$926**	**$876**
60% AMI	**$1,372**	**$1,326**	**$1,279**	**$1,232**	**$1,195**	**$1,157**	**$1,120**	**$1,082**
50% AMI	**$1,427**	**$1,388**	**$1,349**	**$1,310**	**$1,279**	**$1,248**	**$1,216**	**$1,185**

From a systemic viewpoint, using the Summit County Child Care Needs Assessment methodology, but estimating only the need of resident children of Park City, the monthly and annual affordability gap are estimated as follows:

AMI Range	Avg. Monthly Affordability Gap Per Child	Total Park City Monthly Affordability Gap Under Age 2	Total Park City Monthly Affordability Gap Age 2-5	Total Park City Monthly Affordability Gap Under Age 5	Total Park City Annual Affordability Gap Under Age 5
>100%	$864	$47,041	$40,223	$87,264	$1,047,166
>80% <100%	$1,031	$9,678	$8,275	$17,953	$215,431
>50% <80%	$1,171	$9,890	$8,456	$18,346	$220,155
<50%	$1,282	$26,470	$22,633	$49,103	$589,236

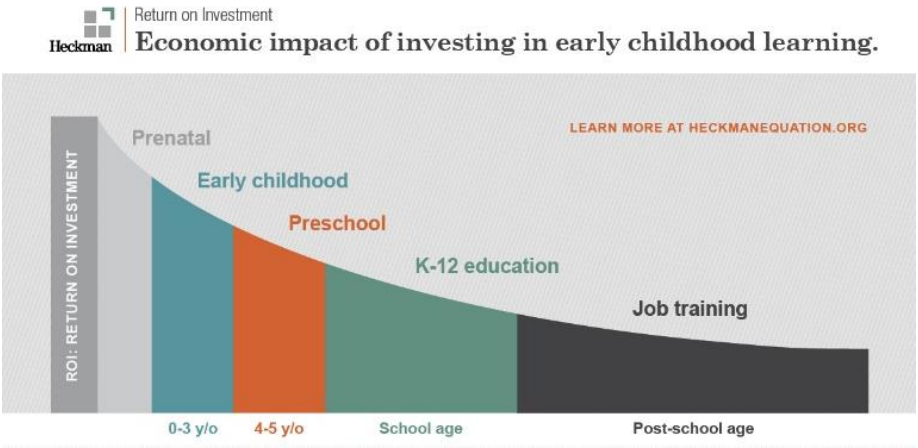
Most families do not receive any kind of financial support to cover the costs of childcare. The vast majority (90%) of income-eligible families with children under the age of five who need childcare in Summit County do not receive the childcare subsidy offered by the Utah Department of Workforce Services. Increasing utilization of this subsidy is essential to reducing the affordability gap.

Losing Federal Pandemic Support Will Further Decrease Access and Increase Costs

Childcare in Park City is likely to become more expensive in the coming years when pandemic-federal funds expire. Utah's childcare industry has been supported in recent years by over half a billion dollars ($573,873,964) in three rounds of federal pandemic relief funds.[i] Most of these funds must be expended by September 30, 2023, and the remaining $163 million in ARPA discretionary funding must be expended by September 30, 2024. These federal funds provided the Park City childcare industry with an investment of over 1.16 million dollars in calendar year 2022 alone.[ii] In Summit County, 40% of childcare provider survey respondents reported that their program would be closed now without the stabilization payments

and all of the recipients used the stabilization payments to increase wages for their employees. Loss of the stabilization grants will only exacerbate historically inadequate compensation causing a likely increasing workforce shortage in the early childcare industry.

Lack Of Access to High-Quality Early Care and Education Harms the Community At Large



Prenatal and early childhood experiences are important to a child's well-being and future success because they form the foundation of emotional, social, cognitive, and language development. Investing in high-quality, affordable childcare and early childhood education in coordination with parental support and health programs helps: (1) close the achievement gap, (2) assist local employers in attracting and retaining their workforce, (3) strengthen school districts, (4) break the cycle of poverty, and (5) maximize our collective return on investment.

Lack of school readiness is one of the many ways in which communities pay for missed opportunities in providing high-quality early childhood experiences and environments. In the Park City School District, the minority, dual-language learning, and low-income students are disproportionately less ready for school than their peers, based on the Kindergarten Entry and Exit (KEEP) scores.[iii]

Section II.
DEMOGRAPHIC TRENDS

Section II. Demographic Trends

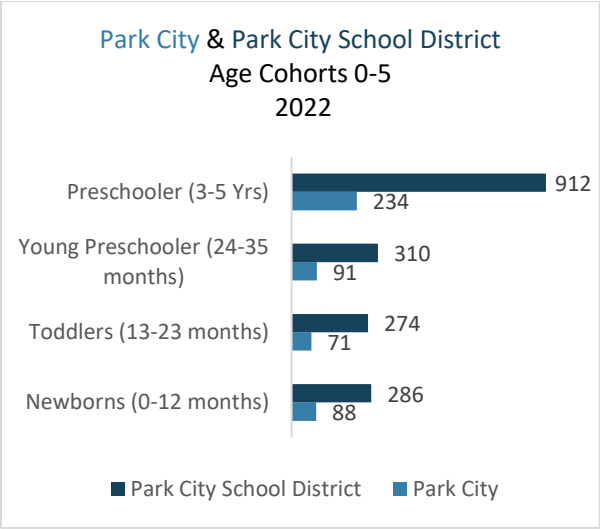
This section summarizes the demographic trends and existing childcare options in Park City, Utah. It relies upon the Summit County Childhood Needs Assessment ("Needs Assessment") developed by the Economic Development Department of Summit County and the Early Childhood Alliance in February, 2023. The discussion below attempts to track the Summit County analysis, but using available Park City specific data.

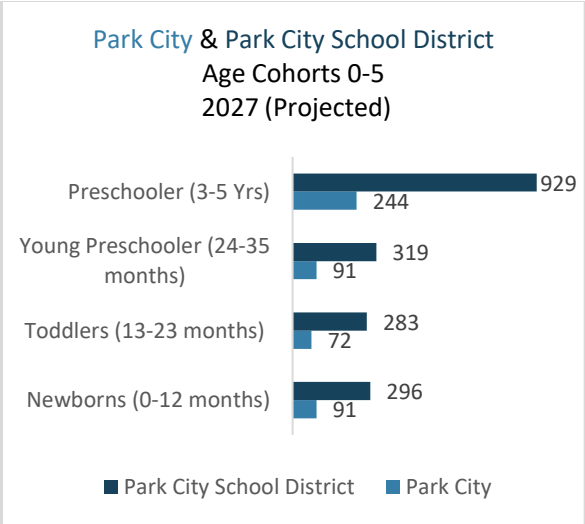
Population

Park City's 2020 population is estimated at 27,826, comprising 9,307 households, 2,866 of which have their own children under the age of 18: (1) 11.4% have children under 6 years only, (2) 14% have under 6 years and 6 to 17 years, and (3) 74.6% have 6 to 17 years only.[iv] The average family size in Park City is 2.88.[v]

Early Childhood Population

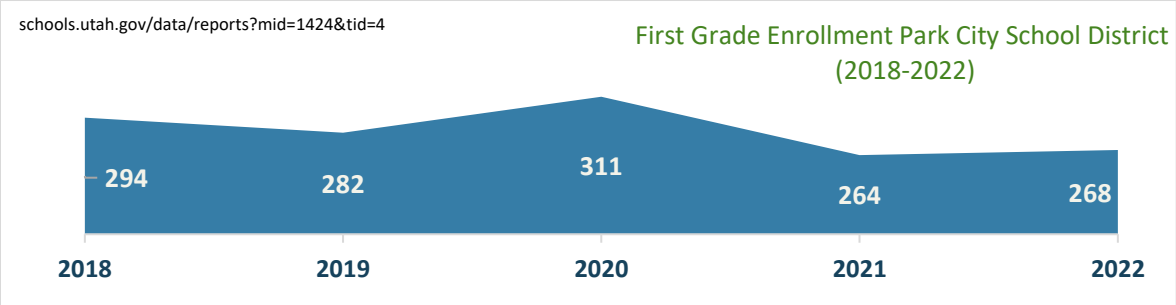
In 2022, Park City has an estimated 484 children under the age of 6 and this is projected to grow slightly to 498 by 2027.[vi]





17% of the children under age 6 in Summit County live in Park City and 19% of the children ages 6 to 17 years old.[vii]

Public school enrollments are declining. Kindergarten attendance is optional in Utah. Based upon first-grade attendance between 2018 and 2022, total first grade enrollment has declined in Park City School District since 2019 from 294 to 268 students.



[viii]

The 2020 census finds that 52% of Park City households with children under age 6 have all available parents in the workforce and this rises to 60% for children ages 6 to 17 years.[ix]

	Kids Under Age 6			
	Total	All Parents in Labor Force	One Parent in Labor Force, One Not	No Parents In Labor Force
Park City #	430	223	196	11
Park City %		52%	46%	3%

	Kids Age 6 to 17 Years Old			
	Total	All Parents in Labor Force	One Parent in Labor Force, One Not	No Parents In Labor Force
Park City #	1,165	697	417	51
Park City %		60%	36%	4%

Housing

Park City's housing stock is comprised of a mix of vacant, owner-occupied or rental units, and is very expensive. *See* Attached Housing Profile for Park City as Attachment 1.

Employment

Given the expensive housing in Park City, many of the employees commute in to work. 2022 Park City (zip 84060) Commuter Data estimates that there are 9,210 inbound commuters and 2,452 outbound commuters, for a total net inbound migration of 6,757 commuters.[x] Park City represents 55% of the inbound commuters into Summit County.

2022 Commuter Data[xi]

ZIP	Inbound Commuters	Outbound Commuters	Net Commuters
84060, Park City	9,210	2,452	6,757
84098, Snyderville Basin	9,763	10,022	-259
84033, 84017, Henefer and Coalville	1,001	2,570	-1,569
84036, 84061, 84055, Peoa, Oakley, Kamas, Francis	1,787	3,660	-1,873
Summit County	16,675	13,755	2,920

Income

Park City is one of the wealthier communities in Utah. For family households in Park City, the annual median household income is $117,348, the annual mean income is $185,728, and is broken into the following income categories:[xii]

Total	2,022
Less than $10,000	5.6%
$10,000 to $14,999	1.7%
$15,000 to $24,999	3.9%
$25,000 to $34,999	2.7%
$35,000 to $49,999	6.0%
$50,000 to $74,999	8.4%
$75,000 to $99,999	9.5%
$100,000 to $149,999	23.7%
$150,000 to $199,999	8.9%
$200,000 or more	29.8%
Median income (dollars)	117,348

Section III.
Childcare Options

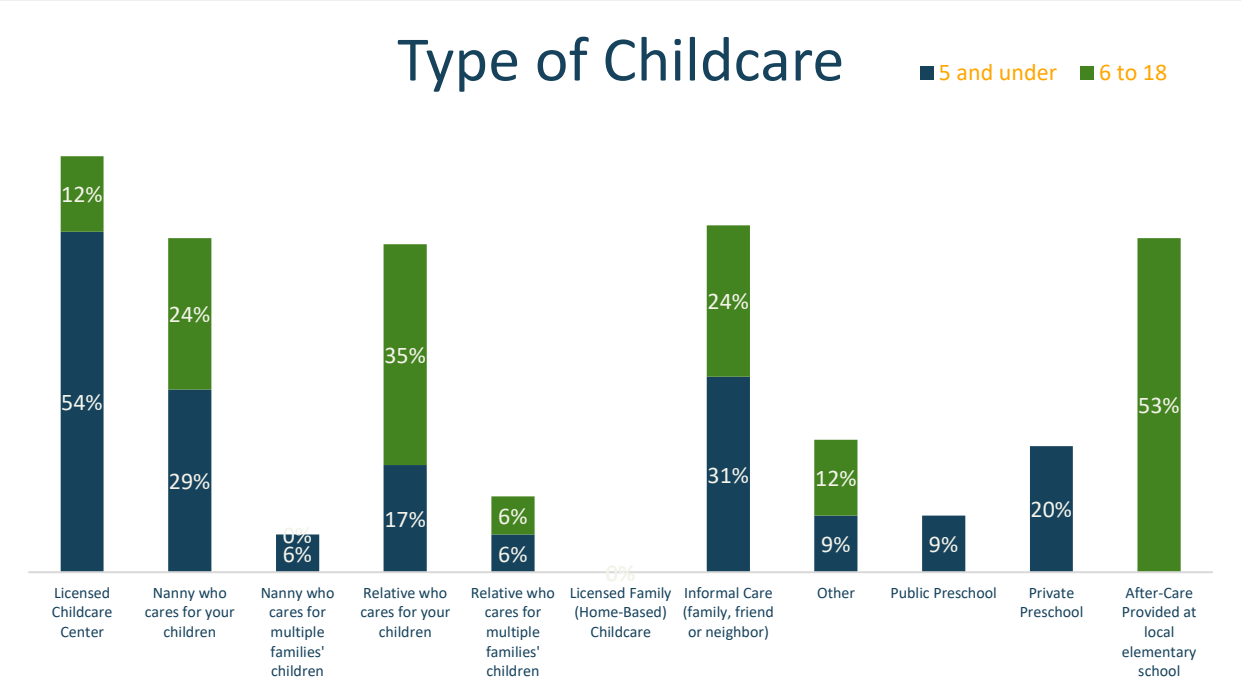
Section III. Childcare Options

Parental choice is paramount in deciding what type of childcare best suits each family's needs. There are numerous modalities of care, including center-based, family-based, preschool, after-school, summer, and informal family, friend and neighbor care. Many families use a combination of childcare types and providers. For example, many children may attend an academic year program and then use a different provider during the Summer. Similarly, three-year old children will often attend a partial day public or private preschool program and then be cared for by either a nanny or a family, friend or neighbor informal care provider the rest of the day. Although there are numerous childcare options in our community, there are not enough of them to meet the need and many families can not afford what is currently available.

Need and Preferences for Childcare

The majority of families in Park City with children have parents who work. 52% of Park City households with children under age 6 have all available parents in the workforce and this rises to 60% for children ages 6 to 17 years.[xiii] The vast majority (83%) of Park City parents survey respondents with children aged five or under and slightly less (50%) parents with children aged 6 to 18 rely on someone outside of themselves and their spouse/partner/co-parent to provide childcare.

In a survey of Utah working parents, 43% of parents indicated they preferred childcare at a school or center and 24% responded that they preferred childcare with a home-based provider.[xiv] Here in Park City, based on survey results attached as Attachment 4, the majority (54%)of children needing care five and under are in a licensed childcare center, while the majority (53%) of children needing care between the ages of six and eighteen are in the after-care programs provided at local elementary schools.



Based Upon 84060 Responses to Early Child Care and Education Survey (January 2023)

Availability of Childcare

Informal family, friend, and neighbor care is the most common form of non-parental care in the United States and nearly half of all children under the age of 6 spend time in some type of informal care.[xv] This appears to be less in Park City, where 24% of survey respondents with children aged five or under reported using family, friend, and neighbor care. Because informal care, by definition, is unregulated, it is difficult to accurately quantify its availability or assess its quality. Also, during the 2022 legislative session, Utah House Bill 15 made unlicensed care more likely by: (1) increasing the number of children for whom unlicensed home childcare providers can care from four to six; (2) removing the limit on the number of children under two years of age that can be cared for by a certified residential childcare provider; and (3) limiting to ten the total number of children under the age of 13 that any person can care for in their home without a license or certificate. [xvi] Many Park City families are using nannies, but survey responses from Park City indicate that these families are at the higher end of the income range, with 55% of these households earning over $200,000 per year and another 18% earning $150,000 to $199,000 per year.

Licensed Care

Licensed providers are more easily quantifiable than informal care, but the licensed capacity does not necessarily equate to actual capacity and there are several types of licensed care serving different ages, populations, and needs. Parents also often combine licensed care, such as preschool, with informal care to meet their needs.

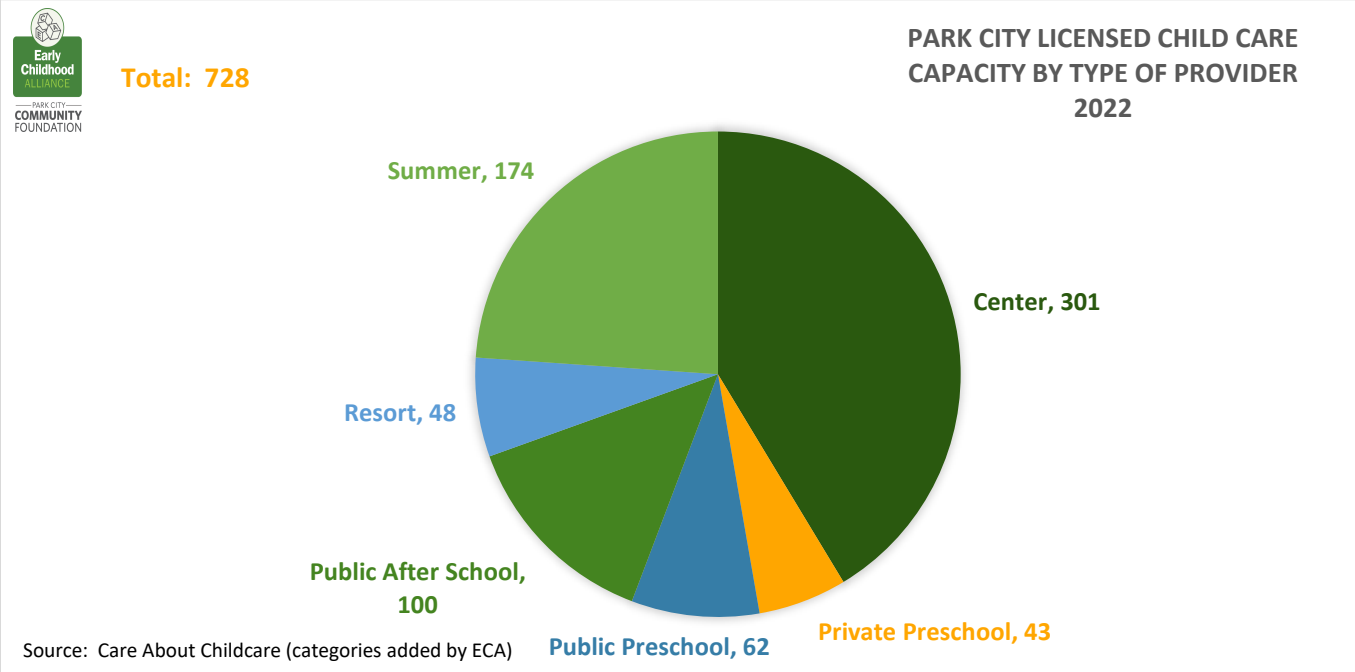
Licensed vs. Actual Capacity

Licensed capacity often overstates actual capacity since providers sometimes use lower ratios than licensing standards allow to improve quality and many providers are currently experiencing staffing shortages and so are not able to serve as many children as their licensed capacity shows. The National Association for the Education of Young Children conducted a survey of early childhood educators in Utah in October of 2022. Almost a quarter (23.1%) reported that they are serving fewer children than they would like to serve and the most common reason that programs are under-enrolled is that parents can't afford to enroll.[xvii] More locally, in Park City, based on responses in October of 2022, Deer Valley Children's Center and PC Tots both offered lower ratios to improve quality, and the Park City Cooperative Preschool does not fill to licensed capacity due to its current classroom set up.[xviii]

Total Licensed Capacity

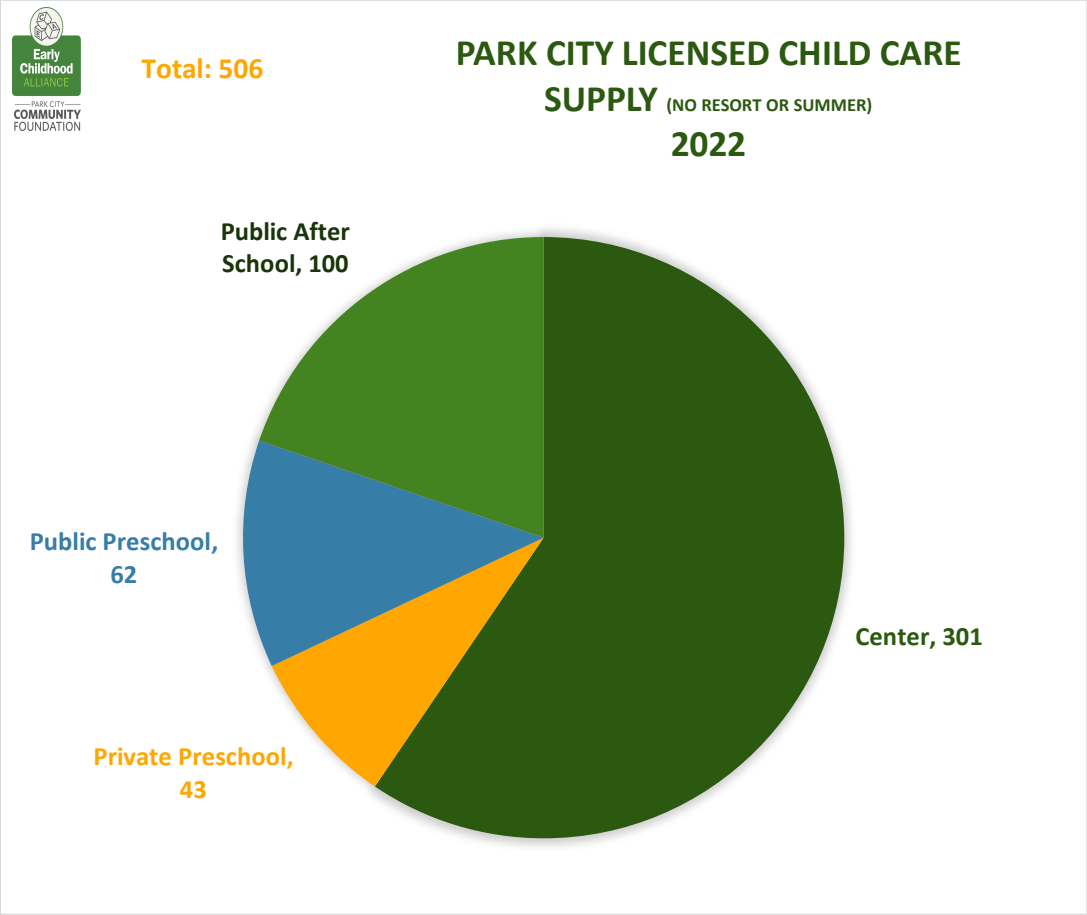
The licensed childcare providers in Park City are set forth in the table below, organized by type of care and showing each provider's total licensed capacity, with the exception of Deer Valley, which was separated to more accurately describe its Deer Valley Academy and resort guest services. There are no licensed family providers in Park City. Adding additional capacity in family care in Park City using Wonderschool Academy or other childcare business creation support resources may help fill this need. Licensed capacity is not available by age group, since each facility is provided a total capacity and is allowed to decide which age groups to serve, and how many in each age group.[xix]

Type	Facility	Capacity
Center	Alpine Adventurers Academy	88
Center	Alpine Adventurers Academy II	53
Center	PC Tots	96
Center	PC Tots Too	34
Center	Deer Valley Academy	30
Private Preschool	Holy Cross Ministries	23
Private Preschool	Park City Cooperative Preschool	20
Public After School	McPolin Elementary After School Program	100
Public Preschool	McPolin Elementary Preschool	62
Resort	Deer Valley Child Care	48
Summer	Park City Recreation Summer Day Camp	91
Summer	Park City Kids Camp (Vail)	83
Total	12	728



In terms of early care and education, the primary providers of licensed care for the Park City workforce are the center, family, and private/public preschool providers since afterschool and summer providers typically serve kids over age five. Public and private preschool programs offer another 105 spots, but many of those programs have shorter hours and days of the week and so may not fully satisfy the needs of full-time working parents.

Removing the resort and summer providers leaves 506 licensed spaces for the local workforce.



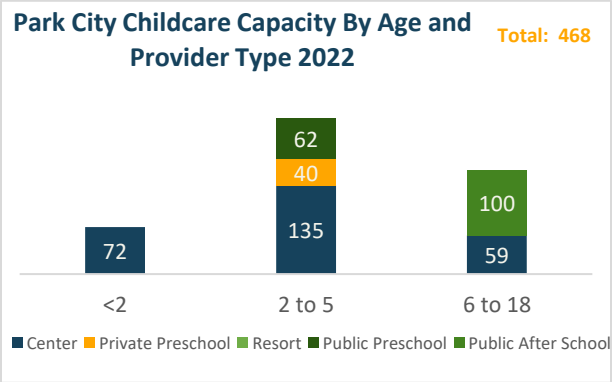
Resort Childcare Serves Local and Guest Children

Some (48) of the licensed capacity in Summit County is based at Deer Valley, which often serves guest children in addition to the local workforce families. Vail's Park City Kids Camp at the base of Park City Mountain Resort operates only in the Summer (June-mid August), and therefore is categorized as a summer provider, not a resort. It has not been open the past few years due to COVID and it is uncertain whether it will open for the 2023 Summer.[xx] Deer Valley offers an academic-year round program called Deer Valley Academy for 30 children, 11 of whom are under 2; guest children are also served, but this number fluctuates greatly depending on demand and available staffing, with an estimated peak time of 48 children.[xxi] The ratio of guest to local use fluctuates between roughly 50%/50% and 70% guest and 30% local during the busy periods.[xxii] Deer Valley is separated into the Deer Valley Academy (30 center spots) and Deer Valley Child Care (48 resort spots) to recognize their two programs.

A new childcare provider located near the base of Park City Mountain Resort, Wildings Mountain Camp, will also begin offering daily drop-in care, after-school enrichment programs, summer camps, and Friday and Saturday evening drop-in playgroup for children who are potty-trained up to age eleven, but is not yet reflected in the licensing numbers.

In total, the available workforce childcare by age is estimated to be 468 spaces, slightly different than the formal licensing capacity of 506 (excluding resort and summer programs) due to adjustments in capacity numbers provided by providers. Care for children under age two has 15% of these spaces, preschool-aged children (2 to 5) have 51% of the available spaces, and children aged 5 to 19 have the remaining 34% of spaces.

Type	<2	2 to 5	6 to 18
Center	72	135	59
Private Preschool	0	40	0
Public Preschool	0	62	0
Public After School	0	0	100
Total	72	237	159



Child Care for Children Under Age 2 (72)

Care for children under age 2 is very limited in Park City. There are no licensed family providers. That leaves licensed centers: PC Tots and Alpine Adventures, which both operate two locations in Park City. Alpine Adventures II serves infants through five, so estimates were based upon PC Tot's percentage of children and Alpine Adventures serves infants through age twelve and so estimates were based upon Creekside Kids' breakdown. Using those assumptions, there are an estimated 72 licensed spots available for children under 2, which represents 15% of the total licensed care available in Park City.

Preschool Care (237)

As children age, the options for care increase as public and private preschools also offer services to this age group. Based upon the assumptions described above, there are an estimated 237 spaces available for children aged two to five, representing 51% of the total licensed childcare capacity within Park City with the public and private preschools adding a lot of capacity to the center providers.

Park City School District Is Expanding Preschool Programs

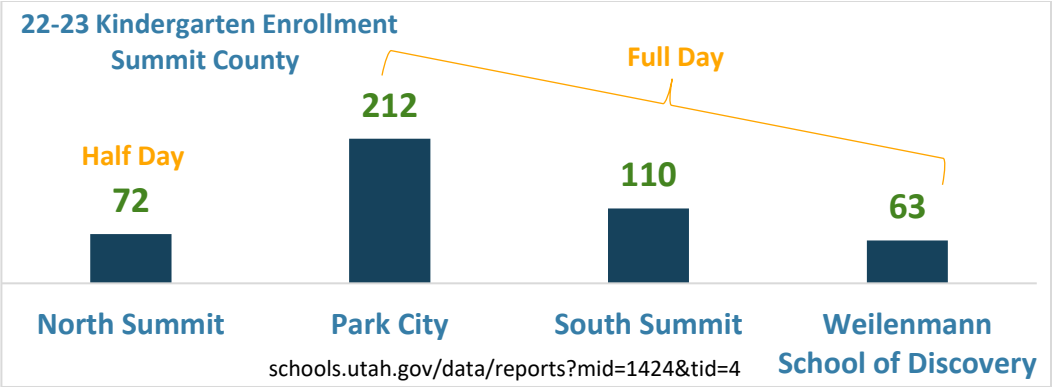
The Park City School District offers preschool programs at all four of its elementary schools. Four-year old children may attend full-day (8:15 a.m. to 3:05 p.m.) four days a week at all four schools and a half-day program (12:05 p.m. to 3:05 p.m.) is available at Jeremy Ranch four days a week. Three-year old students may attend half day (8:15 a.m. to 11:15 a.m.) two days a week. The 3-year old program costs $150 per month and the 4-year old program is $500 per month for full-day and $275 per month for the half day program. Tuition may be reduced if families qualify for a fee reduction. PCSD's preschool program started in 2010 and the Park City Education Foundation provides over $100,000 each year to support this critical

program.[xxiii] Given the hours of availability, it is likely that many families are combining preschool with other forms of childcare to manage all of their childcare needs.

Additional preschool opportunities for 3 and 4-year-old children are likely to become available in the coming years. The Park City School District passed at $79.2 million bond in November 2021. In addition to changes at the upper levels, the Park City School District plans to expand preschool programs at all four of its elementary schools.[xxiv] Although those classrooms were initially expected to come on line in September/October of 2023, given construction delays, that timeline is being extended.[xxv] Once construction is completed, Park City School District will have sixteen preschool classrooms, four at each of the four elementary schools, adding an additional capacity of eighteen public preschool spaces at McPolin Elementary.[xxvi]

Expanding Access to Full-Day Kindergarten

With the recent passage of H.B. 477, Utah will now provide full funding for optional full-day kindergarten, which will potentially add additional early learning opportunities for Summit County's five-year old population.



[xxvii]

Currently, local education agencies receive only .55 of the weighted pupil unit (WPU)for kindergarten students. Since the full WPU will be provided in the 2023-2024 school year, school districts like Park City that are currently providing full day kindergarten will free up funding that may be available for expanding preschool programs.

School-Aged Care (159)

As children get older, many families take advantage of the after-school programs operated by the local elementary schools. There are 159 spaces available and 53% of survey respondents with children aged six through eighteen reported using these after-care programs. Survey results also show an increase in the use of relative care as children age. In general, Park City survey respondents used licensed care much more for their children 5 and under (83%) and less as the children got older (50%). Based upon the assumptions described above, there are an estimated 159 spaces for children aged 6 and older, representing 34% of the licensed childcare spaces in Park City.

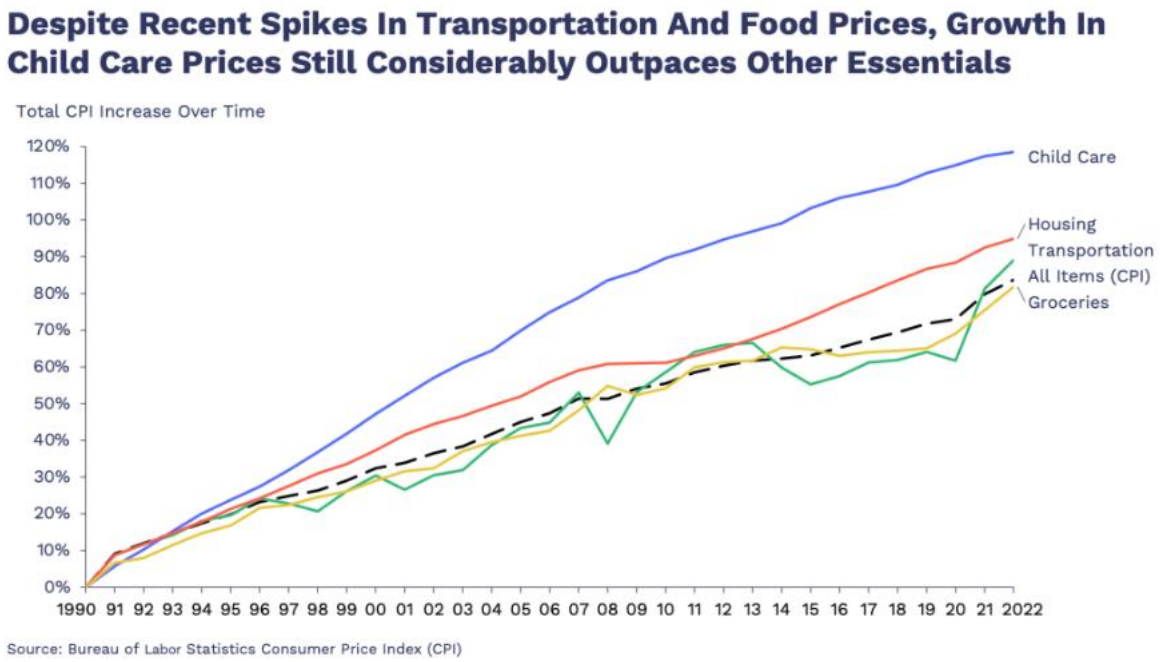
Care for Children with Special Needs

Eight Park City parents who responded to the survey have children under age nineteen with special needs or a disability, with a total of 4 children aged five or under and 5 children aged six through eighteen. The majority of these parents (71%) responded that it is extremely (57%) or somewhat (14%) difficult to find

quality, affordable childcare in our community. The Care About Childcare website no longer allows users searching for childcare to filter by whether the providers serve children with special needs, so it is difficult to quantify the availability of this service in Park City.

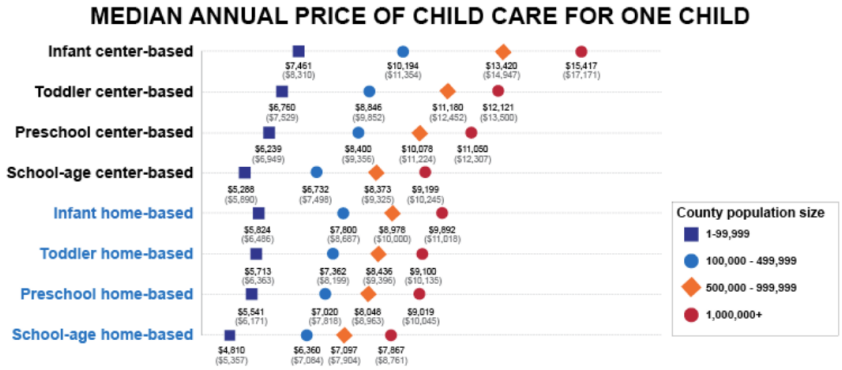
Affordability of Childcare

Childcare has always been expensive, but the costs are increasing. Nationally, the costs of childcare have increased at a greater rate than other household expenses such as housing, transportation, and groceries.



xxviii

Pricing of care differs greatly depending on the quality of care (higher-quality care requires trained teachers with lower ratios), amount (some families need more than 40 hours per week of care), timing (some families need care during evening and weekends), and age of the child. In general, due to higher staffing ratios, the cost of care typically decreases as the child ages, center-based care is the more expensive than home-based care, and care is more expensive as area population increases.



Source: National Database of Childcare Prices 2018 (U.S. Department of Labor Women's Bureau) and American Community Survey 2014-2018 (U.S. Census Bureau)
Note: Childcare prices are presented in 2018 and 2022 real dollars. Estimates for 2022 are in parentheses.

xxix

Infant care is typically the hardest to find and the most expensive. In fact, it costs more to send an infant to childcare in Utah ($14,064)[xxx] than tuition and fees for residents this year at the University of Utah ($9,002);[xxxi] and, unlike college tuition, there are very few grants, loans, or scholarships available to cover these costs.

The recommended benchmark is that families should not pay more than 7% of their family income on childcare.[xxxii] Based on 2022 Area Median Income for Summit County, those maximum monthly parental contributions for select household sizes would be as follows:

Summit County 7% AMI	2 person	3 person	4 person	5 person
100% AMI	$624	$702	$780	$842
80% AMI	$499	$562	$624	$674
60% AMI	$375	$421	$468	$505
50% AMI	$312	$351	$390	$421

If parental contributions are increased to 10% of income, the monthly parental contributions for select household sizes would be as follows:

Summit County Monthly 10% 2022 AMI	1 person	2 person	3 person	4 person	5 person
100%	$780	$892	$1,003	$1,123	$1,203
80%	$624	$713	$803	$891	$963
60%	$468	$535	$602	$669	$722
50%	$390	$446	$502	$557	$602

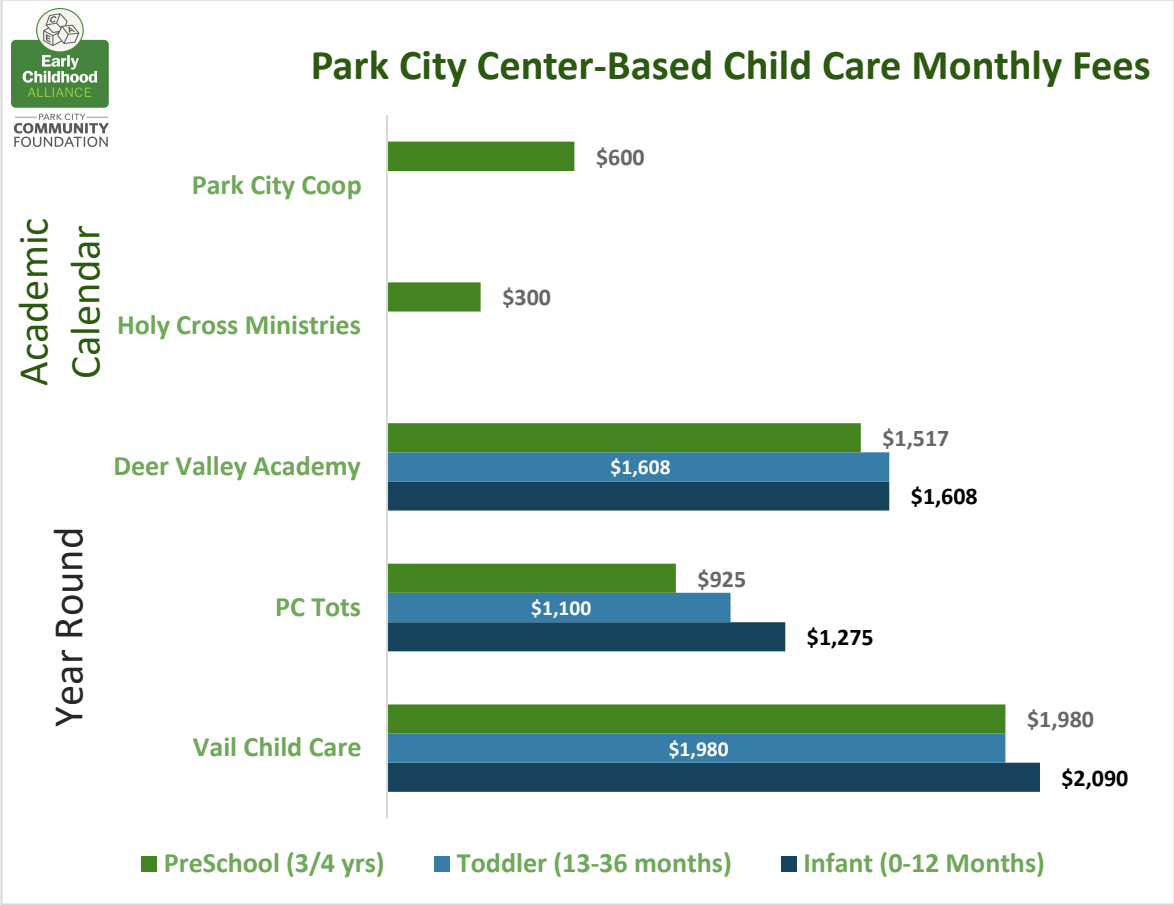
As discussed in the demographic section above, the working household children in Summit County are estimated to be distributed amongst the household income categories as follows:

Age Cohorts	<2		2-<5		5 to 9		10 to 14	
Resident Children Needing Licensed Care	125		68		112		135	
	#	%	#	%	#	%	#	%
Household Income <= 30% HAMFI	19	15%	10	15%	17	15%	21	11%
Household Income >30% to <=50% HAMFI	11	8%	6	8%	9	8%	11	11%
Household Income >50% to <=80% HAMFI	8	7%	5	7%	8	7%	9	9%
Household Income >80% to <=100% HAMFI	9	7%	5	7%	8	7%	9	10%
Household Income >100% HAMFI	78	62%	42	62%	70	62%	84	58%

This model estimates that there are 47 children under 2 and 26 children aged 2 to 5 for a total of 72 children under age five living in Park City who need childcare and whose families earn less than 100% AMI.

Local Childcare Tuition

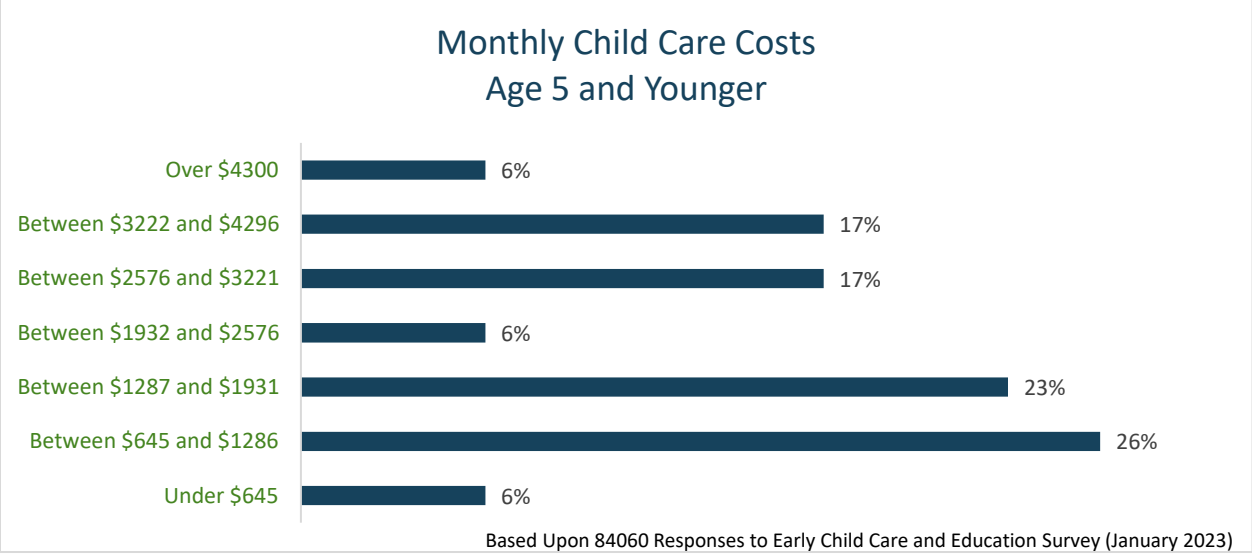
Pricing for home-based licensed care varies depending upon the provider. Pricing for several of the licensed, center-based providers in Park City is set forth below, categorized by whether their programs run on an academic or calendar year.



xxxiii

Since Holy Cross Ministries and PC Tots are nonprofit organizations that subsidize their programs through philanthropic fundraising, they do not reflect the true private market tuition. Looking at the average charges based on tuition schedules throughout Summit County at Creekside Kids, Peek Program, Deer Valley, Vail, Soaring Wings Montessori, Little Miners Montessori, Alpine Adventures and Park City Day School, the average monthly costs charged to parents are $1,678 for infants, $1648.63 for toddlers, and $1585.13 for preschool children.

Based on the 84060 responses to the Survey of Childcare Needs, and assuming 4.3 weeks in each month, parents with children age 5 or younger are paying between $645 and more than $4,300 a month for childcare, with a third paying between $1,287 and $1,931. The chart below shows the responses from parents with children aged 5 or younger for how much they pay per child for childcare in a typical week.



Gap Between Tuition and Affordability for Early Care and Education

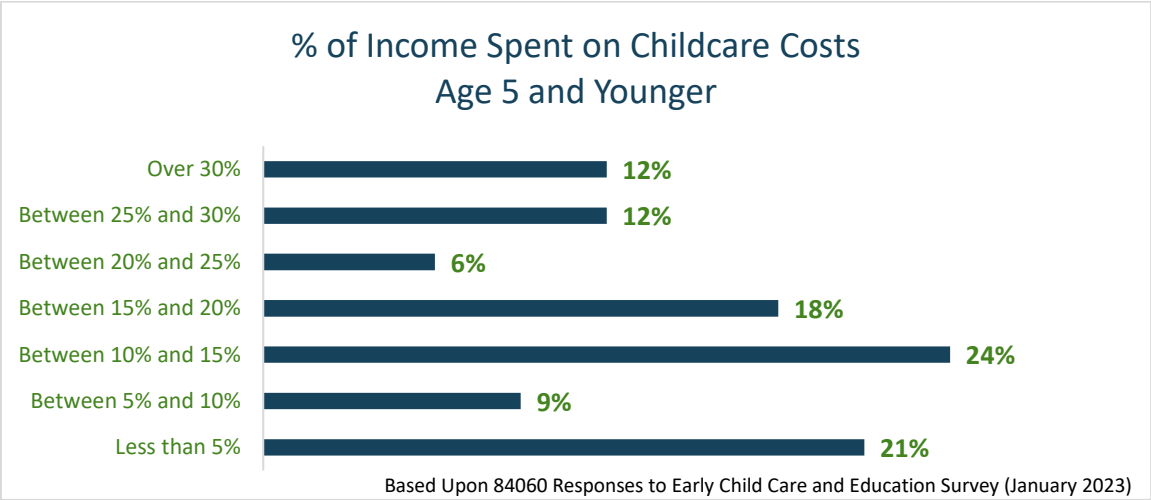
Assuming a general average tuition of $1700 a month for care age 5 and under, and capping parental contributions at 7% of income, the chart below shows the monthly difference between what the private market is charging and what is considered to be affordable for parents (7% of their income) for one child per month as well as the average for all household sizes in that income category. This is known as the affordability gap.

Monthly Affordability Gap (7%)	Avg.	2 person	3 person	4 person	5 person
100%	$963	$1,076	$998	$920	$858
80%	$1,110	$1,201	$1,138	$1,076	$1,026
60%	$1,258	$1,326	$1,279	$1,232	$1,195
50%	$1,332	$1,388	$1,349	$1,310	$1,279

If parental contributions are increased to 10%, then the affordability gap for selected household sizes is as follows:

Monthly Affordability Gap (10%) 2022 AMI	Avg.	2 person	3 person	4 person	5 person
100%	$645	$808	$697	$578	$497
80%	$858	$987	$897	$809	$737
60%	$1,068	$1,165	$1,098	$1,032	$978
50%	$1,173	$1,254	$1,198	$1,143	$1,098

Based on survey results from zip 84060, the majority (72%) of parents of children aged five or younger in Park City are paying more than 10% of their income on childcare.



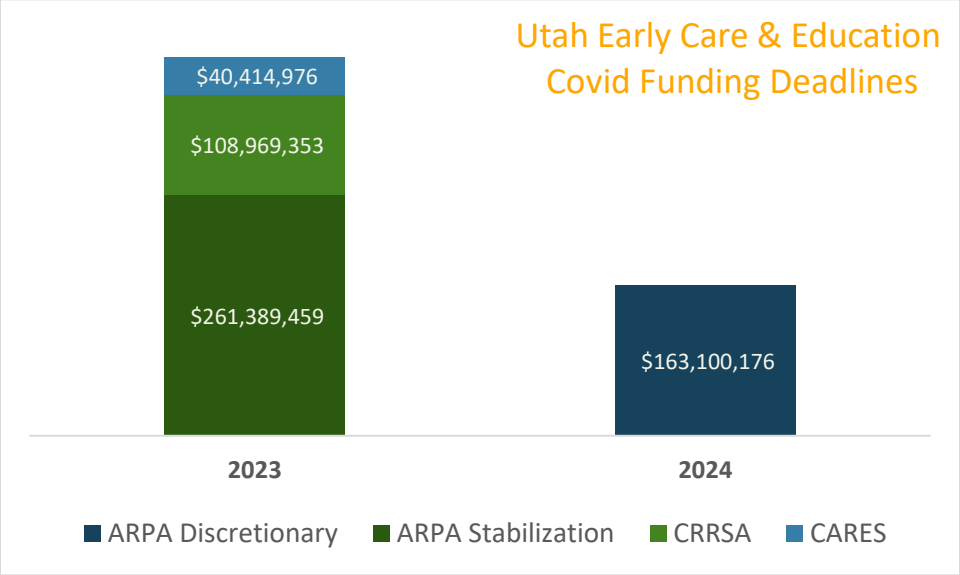
Combining the average monthly affordability gap with the estimated number of children in each income range, the scope of the early childcare affordability issue becomes apparent.

AMI Range	Avg. Monthly Affordability Gap	<2	2-<5	Total Monthly Affordability Gap <2	Total Monthly Affordability Gap 2- <5	Total Monthly Affordability Gap <5
>100%	$864	78	42	$67,295	$36,644	$103,940
>80% <100%	$1,031	9	5	$8,926	$4,860	$13,786
>50% <80%	$1,171	8	5	$9,887	$5,384	$15,272
<50%	$1,282	30	16	$38,153	$20,776	$58,929

As discussed below, most of the children living in households earning less than 50% of Summit County AMI, and depending on family size, some of the children living in households earning up to approximately 70% of Summit County AMI may qualify for the childcare subsidy from the Department of Workforce Services, which would cover most of that affordability gap, since the monthly DWS subsidy amount for children under two at a licensed center is $1043 a month.[xxxiv]

Increasing Costs Once Federal Funds End

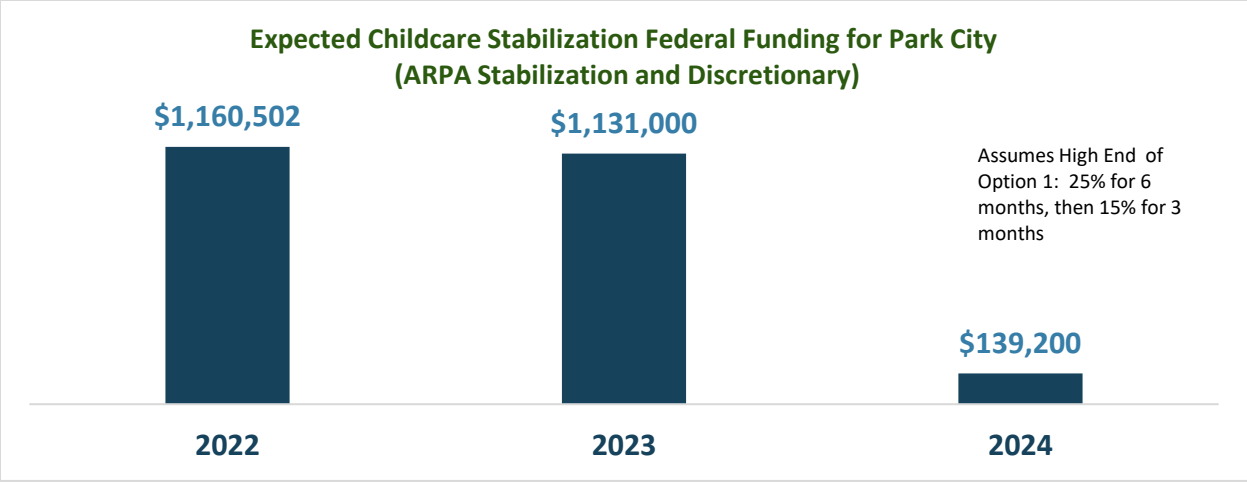
Childcare in Park City is likely to become more expensive in the coming years when pandemic-related federal funds expire. Utah's childcare industry has been supported in recent years by over half a billion dollars ($573,873,964) in three rounds of federal pandemic relief funds.[xxxv] Most of these funds must be expended by September 30, 2023, and the remaining $163 million in ARPA discretionary funding must be expended by September 30, 2024.



Summit County childcare providers have collectively received over $2.372 million in stabilization grants in calendar year 2022 alone ($1,160,502 of which went to providers located in zip code 84060), an additional two providers received stabilization grant funding from CRRSA funds in the amount of $155,200and 142 workers in Summit County received the Youth and Early Care Workforce Bonus totaling $284,000 in September of 2022, providing the Summit County childcare industry with an investment of over $2.8 million dollars in calendar year 2022 alone.[xxxvi]

Utah childcare providers reported that 41.8% of them would have closed their programs without these stabilization grants.[xxxvii] More locally, in Summit County, 40% of survey respondents reported that their program would be closed now without the stabilization payments and all of the recipients used the stabilization payments to increase wages for their employees.

The Office of Childcare has provided two options for tapering the stabilization grants using ARPA discretionary funds.[xxxviii] Using the best-case scenario from Option 1, Summit County stabilization grants are estimated to be as follows:



Utah childcare providers report that when the stabilization grants end, the majority (68.4%) will have to raise tuition and more than a third (36.7%) will have to cut wages or will be unable to sustain wage/salary increases.[xxxix] More locally, survey respondents indicated that once the stabilization payments run out, one third will have to raise tuition, and 17% will have to have staff wage cuts and layoffs. Note, however, that there were only six responses to this question, so it might not be reflective of the providers more generally.

Absent additional public support, the Bipartisan Policy Center has predicted that this childcare funding cliff will have "disastrous consequences for childcare providers still struggling with the lingering impacts of the pandemic."[xl] Most early childhood programs are small businesses, often women-owned, that make all other work possible. Allowing this sector to fail will have ripple effects across the economy as a whole, prevent parents from working to their full potential, and negatively impact the children who will be relegated to low-quality childcare options.[xli] The U.S. Chamber of Commerce Foundation conducted an economic impact study in Utah in October of 2022,[xlii] which found that:

- Childcare issues result in an estimated $1.36 billion loss annually for Utah's economy;
- Utah loses an estimated $258 million annually in tax revenue due to childcare issues; and
- Absences and employee turnover due to childcare cost Utah employers an estimated $1.10 billion per year.

A large share of this loss to tax revenue and economy is tied to Summit County since Summit County has the highest average adjusted gross income in Utah ($131,558), and the largest portion (57%) of state tax revenue is derived from Individual Income Taxes.[xliii]

Childcare Assistance

There is limited childcare tuition assistance available through philanthropic donations and federal funding administered by the Utah Department of Workforce Services.

Private Assistance

Several of the Park City childcare providers offer privately-funded financial assistance to their clients such as PC Tots (approximately 50% of families receive tuition assistance, but all families are subsidized since the tuition charged is less than the actual costs), and Holy Cross Ministries (offered based on a sliding income scale). The Park City School District Preschool at McPolin is able to offer fee waivers to income-

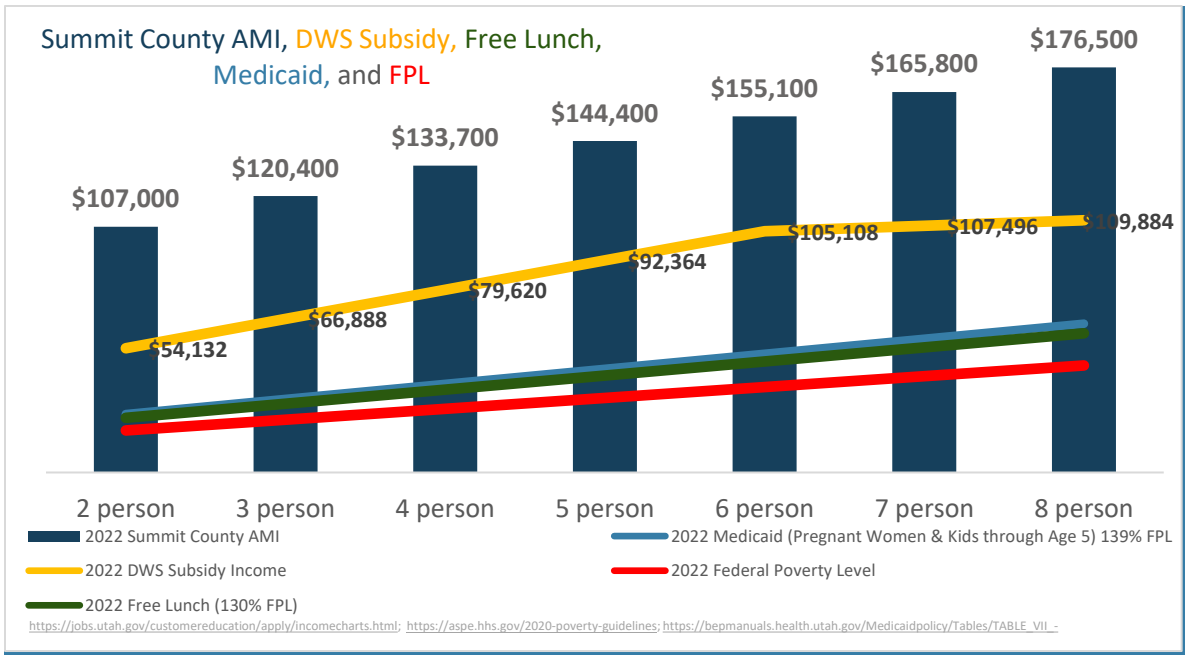
eligible families in part because of the $100,000 annual support provided by the Park City Education Foundation. These types of private assistance rely on philanthropic support and require extensive fundraising efforts.

Federal Assistance

The Utah Department of Workforce Services Office of Childcare (DWS) administers federal Child Care Development Block Grant funds as a childcare subsidy program. These subsidies are available to families that earn 85% or less of the state median income and are working or in school and can demonstrate a need for childcare, among other requirements. Because Summit County's Area Median Income levels are higher than the state levels, this results in an income limitation that is likely to range between 51% and 64% of Summit County's area median income, depending upon household size.[xliv]

	2-person	3-person	4-person	5-person
DWS Childcare Subsidy Income Limits	$54,132	$66,888	$79,620	$92,364
% Summit County AMI	51%	56%	60%	64%

To get a sense of the DWS childcare subsidy income level qualification in comparison to other federally-funded programs that support young children such as free lunch and Medicaid, the chart below shows these income caps relative to the Summit County area median income and the federal poverty level.



In September of 2022, there were only 8 children living in Park City who received a childcare subsidy from the DWS program, and the majority of these children (5) are five years old or younger.[xlv]

	Provider Type	Ages 0-5	Ages 6+
Zip Codes 84060 and 84061	Licensed Center	4	3
	Licensed-Exempt Center	1	
Totals		5	3

There were 15 households in Park City with children under age 18 with qualifying income levels who responded to the Summit County Childcare Needs Assessment survey. Across the State of Utah only 9.5% of eligible children under 6 are served.[xlvi] In addition to obtaining the subsidy, families will also need to find a qualified provided who will accept the subsidy, and the lack of available spaces may also decrease the utilization. Increasing utilization of the DWS subsidy program would greatly improve childcare access and affordability in Park City. Connecting families to staff that can help them navigate this application process, such as Holy Cross Ministries' Promotor/a Outreach Program,[xlvii] would help increase utilization.

For the children who benefit from the DWS subsidy, the maximum amount of subsidy is substantial, and can be as much as $12,516 per year. The amount of subsidy depends upon the age of the child, the type of childcare provider, and the amount of care required. Payments are made directly to providers. The annual maximum subsidies provided for family and center-based care are adjusted each year and the amounts effective as of October 1, 2022, are listed below.[xlviii]

	Infants	1 Yr	2 Yr	3 Yr	4 Yr		Infants	1 Yr	2 Yr	3 Yr	4 Yr
DWS Annual Subsidy Family Care	$9,024	$9,024	$8,244	$7,944	$7,812	DWS Annual Subsidy Center-Based Care	$12,516	$12,516	$9,852	$9,084	$9,048

Currently, no co-payment is required from the parents whose children benefit from the DWS subsidy. Starting in the Spring of 2023, however, parents will be expected to pay up to 7% of income as a co-payment, and possibly more than that depending upon the selected provider's tuition. *See* the DWS flyer attached as Attachment 3. The Office of Childcare Policy Division has clarified that there is nothing in federal law or Child Care Development Fund regulations that prohibits a third party from making the copayment on the parent's behalf, so long as it is not using federal funds.[xlix]

Childcare Workforce

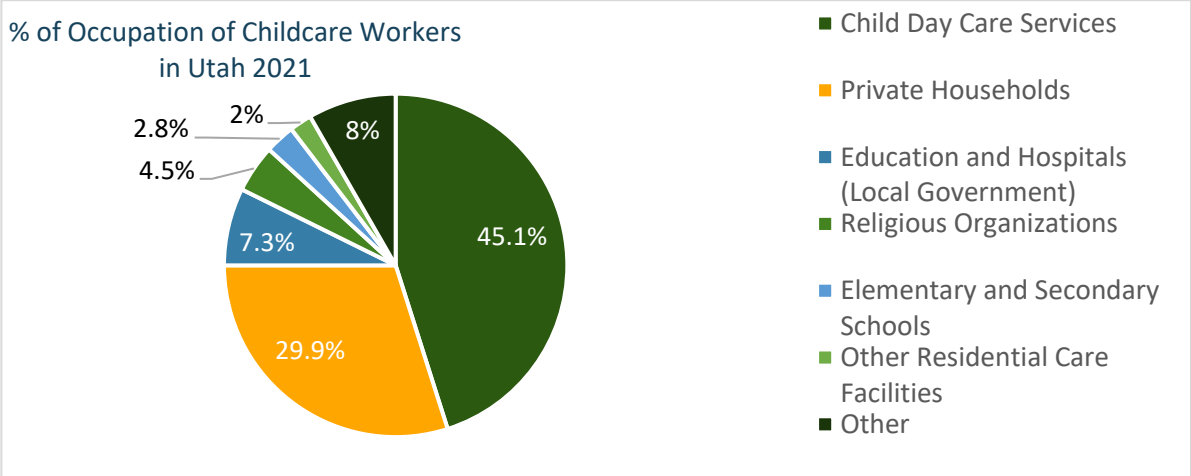
The childcare industry is experiencing a workforce shortage across the nation. The Center for the Study of Childcare Employment at Berkeley tracks childcare sector jobs each month. As of December, 2022, the childcare industry has not recovered since the COVID 19 pandemic began and has lost over 79,600 jobs since February of 2020, or roughly 8% of its workforce.l The Stanford Center on Early Childhood conducts national parent and provider surveys and found in December of 2022 that: (1) in every month of 2022, more than half of providers across all settings reported difficulty retaining and recruiting staff; (2) the impacts of staff shortages include less time and resources to prep activities and lessons for class, sanitize

their classrooms, and keep their work days and class routines consistent; and (3) in November, 71% of provider reported feeling burned out.[li]

Here in Utah, almost half (45.4%) of childcare programs report that they were experiencing a staffing shortage in October of 2022 and the number one thing needed to stay was competitive wages.[lii] Hiring qualified childcare staff has been difficult since the pandemic, particularly given the relatively low wages and lack of benefits. One of Park City's childcare providers, the Park City School District Childcare Center, closed in September 2022 in part because of an inability to provide competitive wages.[liii] Similarly, the Park City Cooperative preschool "came within days of shutting down in August [2022] due to almost not being able to hire a new teacher."[liv]

Typical compensation for childcare workers (SOC 39-9011) in Summit County, UT ranges from $25,442 to $34,422. The median wage is $29,932, which is 10.3% higher than the national median of $27,143. When you adjust the median wage for regional cost of living (which is 34.9% above the average) workers "feel like" they only make $22,188. In Utah, the typical compensation for these ranges from $20,183 to $27,307 and the median wage is $23,745. When you adjust the median wage for Utah for cost of living (which is 3.5% above the average) workers "feel like" they only make $22,942—which is still higher than Summit County's COL adjusted wage.

In December of 2022, there are 12,086 childcare workers in Utah and the median salary is $22,600. [lv]The demand based on online job postings is about average (the national average for an area this size is 147 job postings per month, and Utah had 145 job postings).[lvi]



[lvii]

The vast majority (92%) of the childcare workers in Utah are female and have at least a high school diploma or equivalent or more advanced education (88%), with 31% having an associate degree or higher.[lviii]

Based on survey results, 64% of the early care and education providers in Summit County are fully staffed, and the reported wages for an employee with a bachelor's degree in early childhood related topics were $25,000, $35,500 for a lead teacher, and between $23 to $26 per hour. The majority (63%) of respondents have difficulty hiring staff because the commute is too long, the salary is not competitive, and the cost of housing is too high. None of the survey respondents provide paid parental leave and 40% don't provide any benefits at all.

Section IV.
Parent Preferences & Needs

Section IV. Parent Preferences and Needs

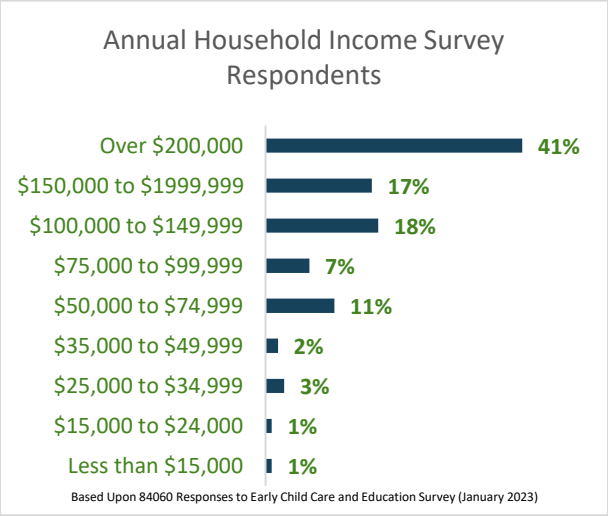
Summit County 2023 Survey

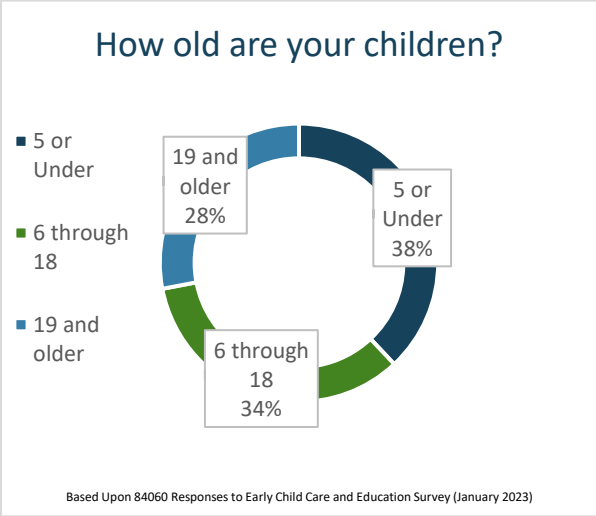
Summit County and the Early Childhood Alliance conducted a survey from December 19, 2022, until January 15, 2023 to gather community feedback regarding current childcare use, availability, cost, and preferences. The survey was available in English and Spanish and there were 726 respondents. To see the full results, please refer to the Summit County Needs Assessment. The discussion below relates to the responses from the 137 respondents who live in zip 84060. The full survey results from these residents of zip code 84060 are included as Attachment 4.

Park City Resident Survey Respondent Demographics

The vast majority (98%) are residents of Summit County, 88% live here full time (10-12 months out of the year), and a little more than half (51%) work for a business located in Summit County. Most respondents are parents (83%) who are married (80%) and lived in a two-person (32%), three-person (20%), or four-person (29%) family (89%) household. The majority (80%) of respondents are white and 10% are of Spanish, Hispanic or Latino origin.

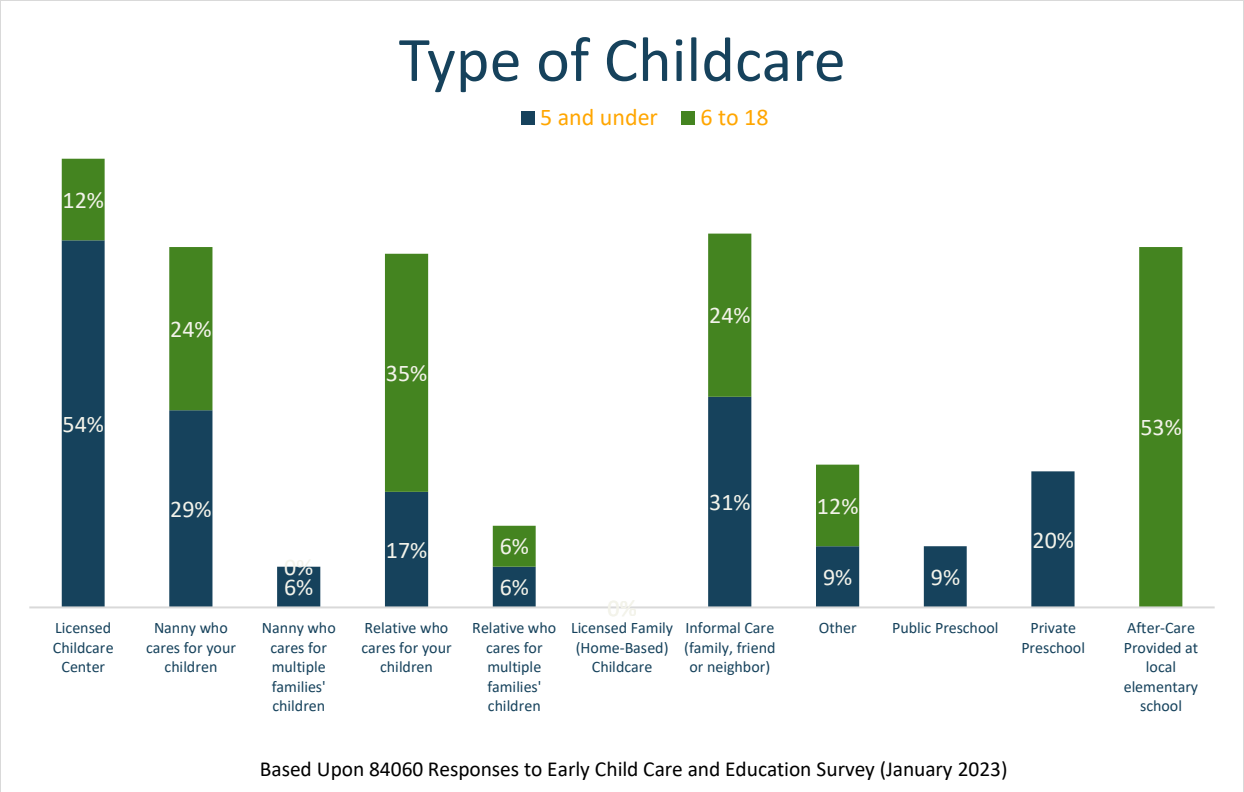
Nearly one third of the parents (38%) have children under age 5, a third (34%) have children aged 6 through 18, and 28% have children aged 19 and older. A few parents (8%) have children under age 19 with special needs or a disability. Several (21%) of the respondents said that they are extremely or somewhat likely to birth, foster, or adopt a child in the next five years. The majority (71%) work full time. The income levels are set forth below:



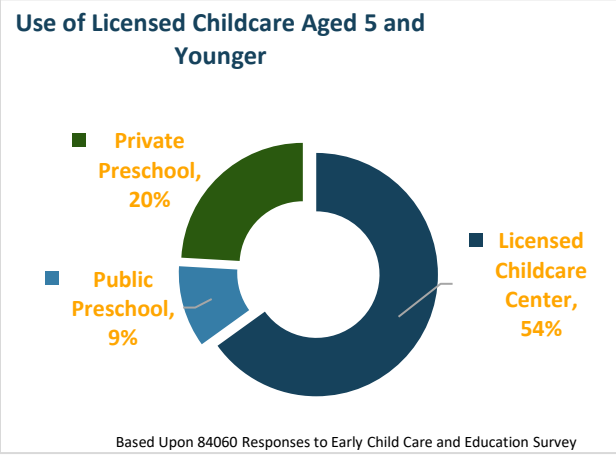


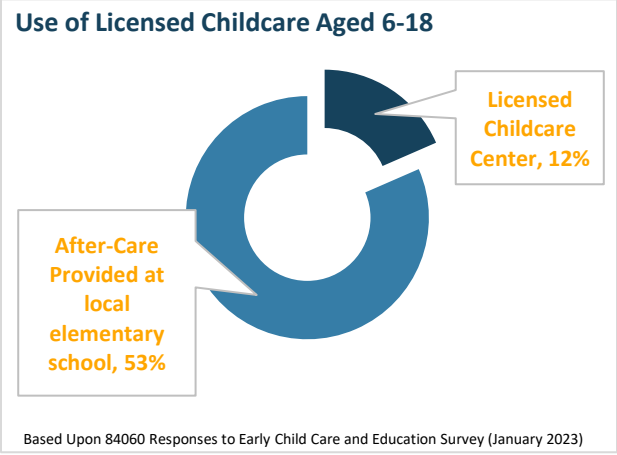
Park City Resident Survey Respondent Childcare Use

The vast majority (83%) of parents with children under age 5 and slightly less (50%) parents with children aged 6 to 18 rely on someone outside of themselves and their spouse/partner/co-parent to provide childcare. The type of care changes as the children age, and many families are using several types of care.

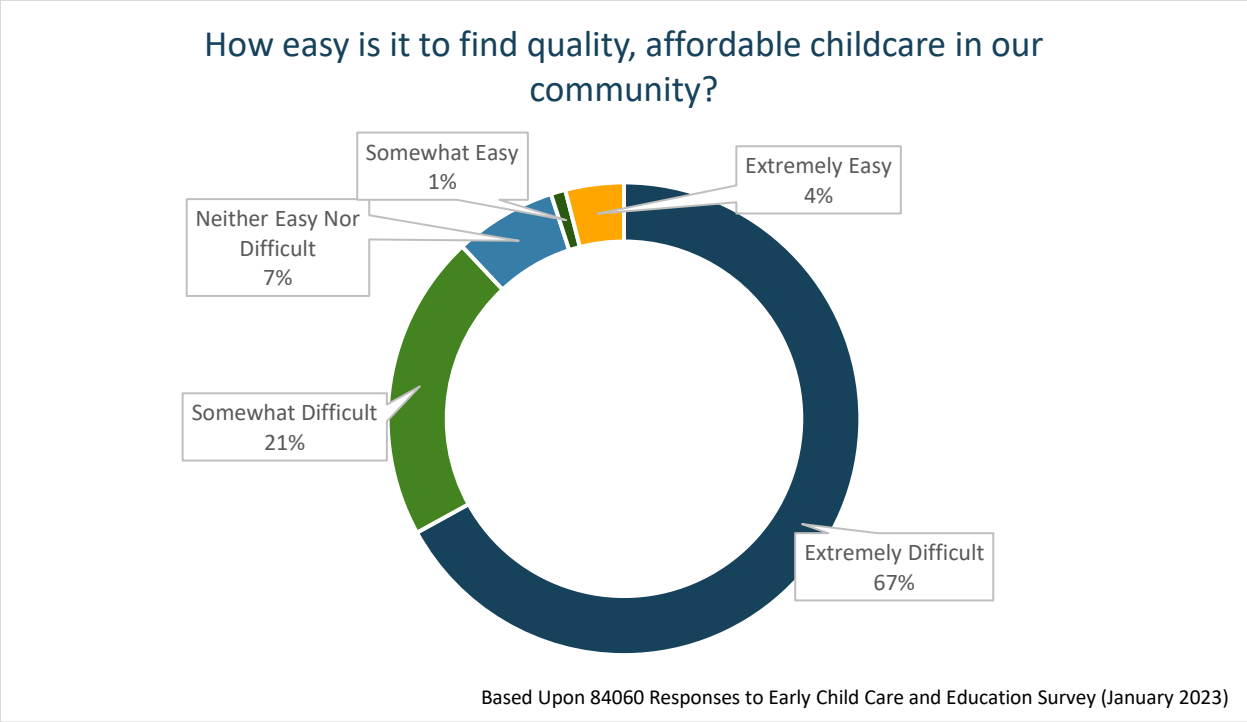


Families with children 5 and under primarily use licensed centers (54%), followed by informal care (31%), nannies (29%), relatives (23%) and private preschool (20%). The majority (72%) of these parents are using some form of licensed care for their children aged 5 and under, and many are likely combining this licensed care with other care from relatives, nannies, or neighbors. Older children, ages 6 to 18, are most often in after-care programs located at the local elementary schools (53%), cared for by a relative (41%) or cared for by a family, friend, or neighbor (24%). Use of licensed care decreases as the children age, where 65% of these families are using some form of licensed care.

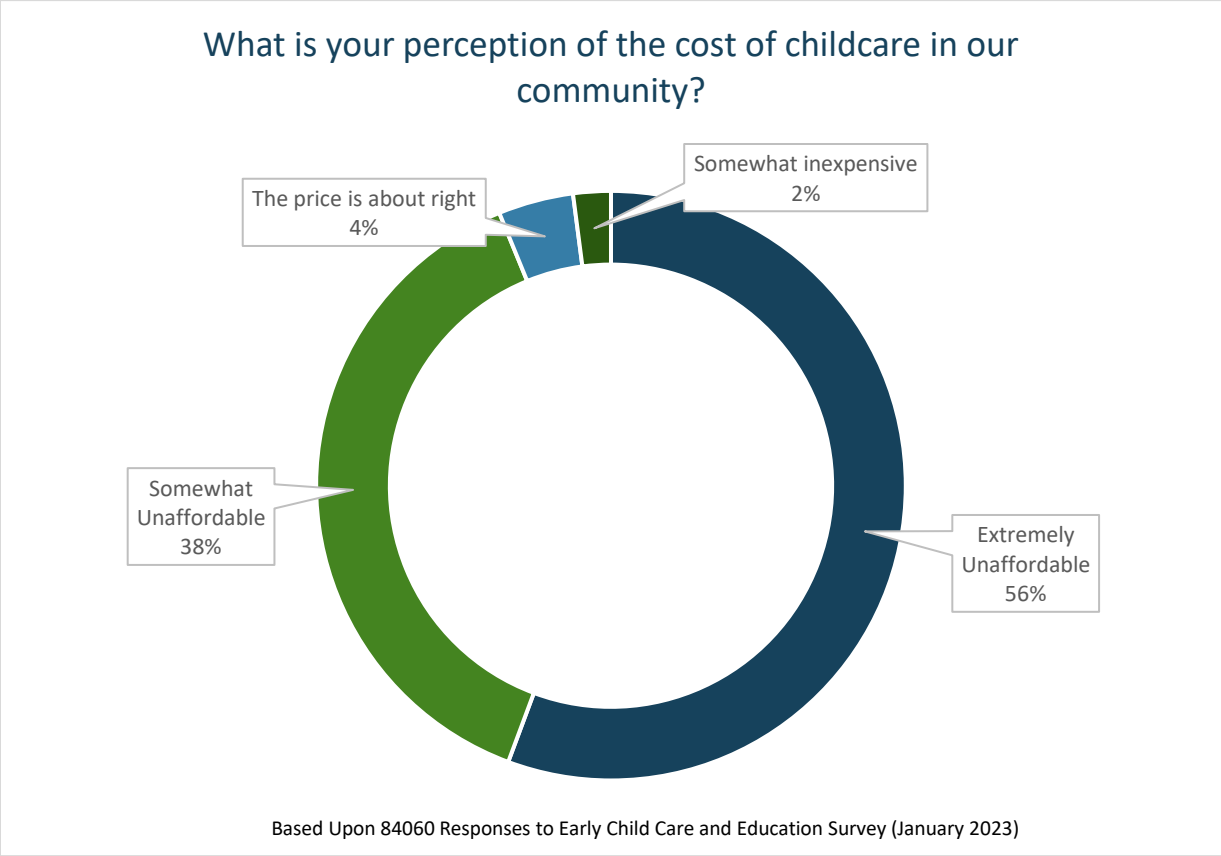




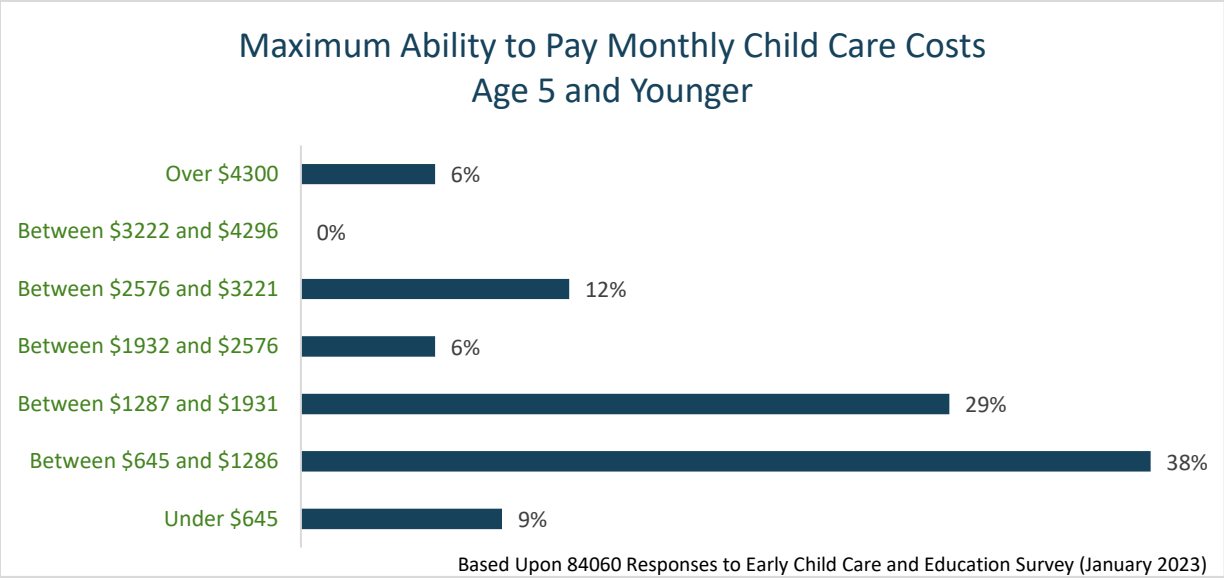
A very high percentage (88%) of respondents think that it is extremely (67%) or somewhat (21%) difficult to find quality, affordable childcare in our community.



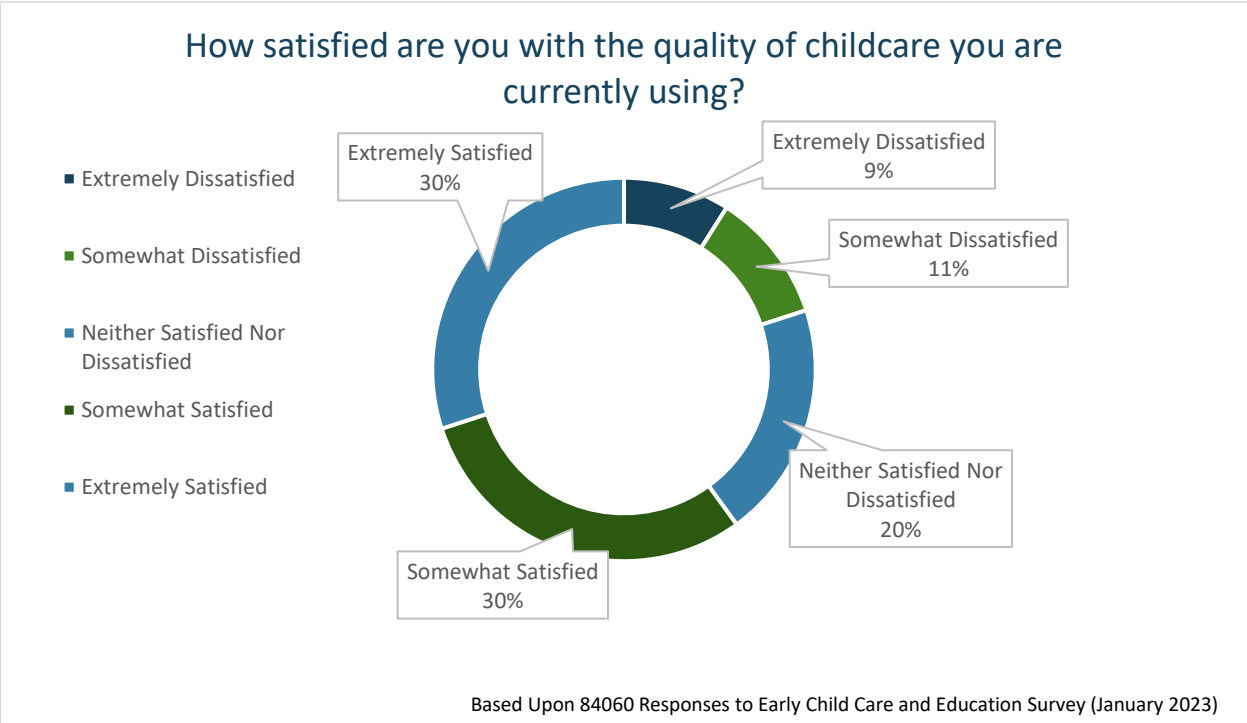
Similarly, the majority (91%) think that the cost of childcare in our community is either extremely unaffordable (54%) or somewhat unaffordable (37%).



In trying to determine what is affordable for our parents, for children aged five or younger, 37% of Park City survey respondents can pay a maximum of between $645 and $1,286 per child, per month for childcare, and another 29% can pay a maximum of between $1,287 and $1,931 per month.

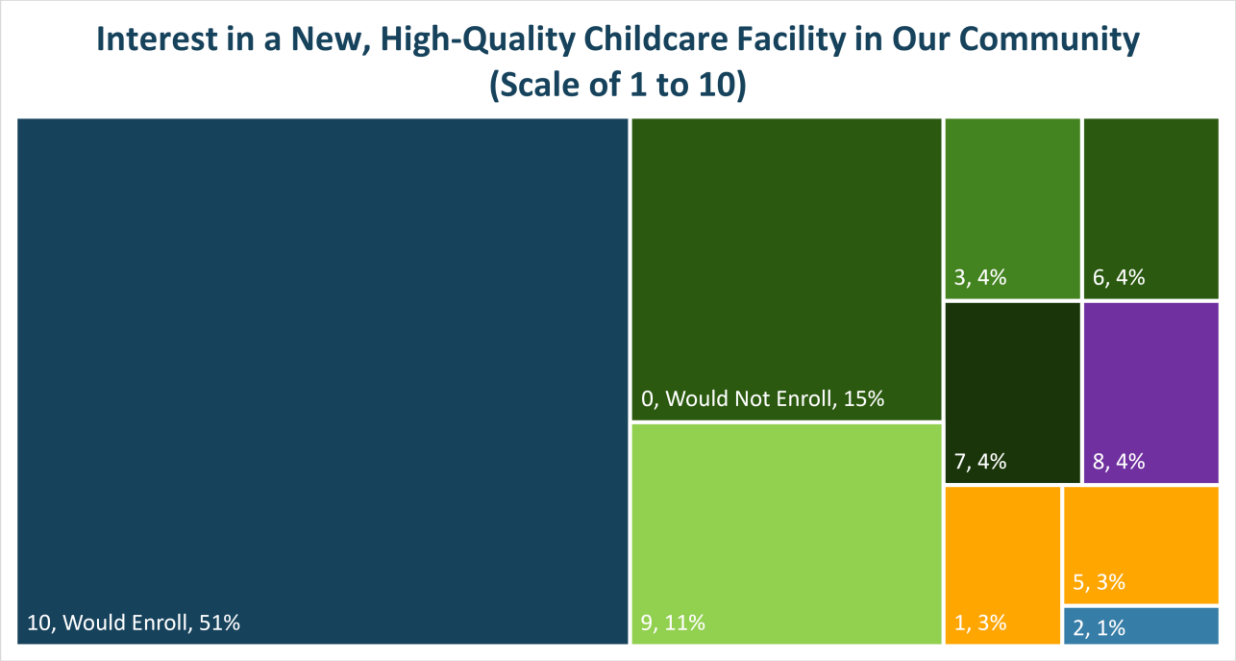


Park City parents are generally satisfied with the quality of the childcare they are using, with almost one third (30%) saying that are extremely satisfied and another large group (30%) reporting they are somewhat satisfied with the quality.

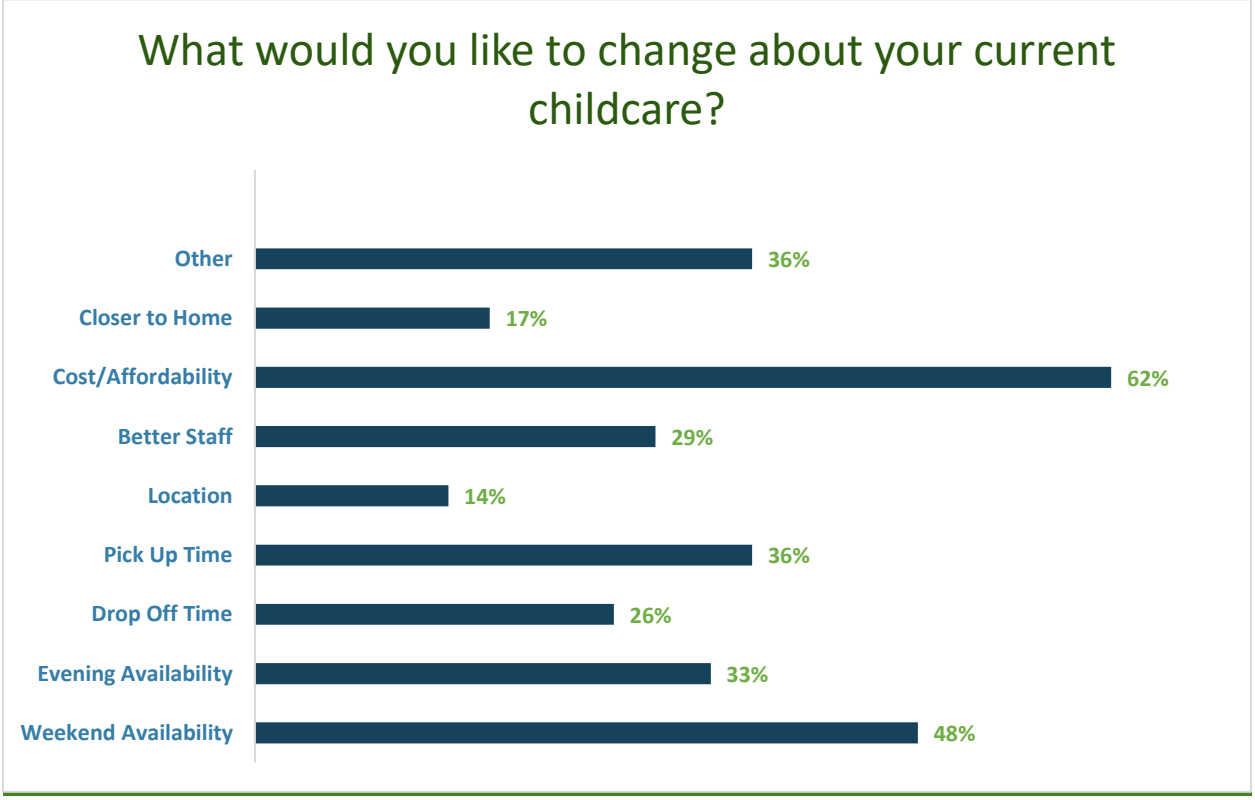


While most Park City parents seem satisfied with quality, parents have expressed an interest in many other changes to their current childcare situation, such as weekend availability, revised pick up times, and

cost. Not surprisingly, many parents expressed interest in a new, high-quality childcare facility in our community, assuming reasonable cost and location.



The largest factor that would encourage Park City parents to use childcare facilities in our community is having more affordable options.



The vast majority of Park City parents expressed the most interest (91%) in a childcare facility located in the Park City School District, within the city limits, followed (36%) by a facility located within the city limits of Park City. Almost one half (52%) need care on the weekends. Parents of children aged 5 and under typically want the services to begin between 7 am and 8 am (52%), followed closely by between 8 am and 9 am (33%), and to end between 5 pm and 6 pm (33%), followed closely by between 4 pm and 5 pm (24%).

National Survey Regarding Access and Effect on Employment

The Stanford Center on Early Childhood conducts national parent and provider surveys and found in December of 2022 that "[c]are has not been available for the majority of parents needing it and the parents who do have care experienced ongoing disruptions in that care that have impacted their ability to work."[lix] This analysis also found:

1. In every month of 2022, more than 75% of parents looking for child care reported difficulty finding any kind of care; and
2. The majority of parents using any kind of care reported that disruptions to their arrangement impacted their ability to work (in October, 85% of parents reported care disruption-related impacts to their ability to work).

Section V.
Demand Analysis

Section V. Demand Analysis

This demand analysis, attached as Attachment 5, mirrors the Summit County Demand Analysis and is based upon two drivers: (1) resident demand (2) and non-resident in-commuter demand. While the data is fairly strong with respect to the number of children by age whose parent or parents are in the workforce, and therefore likely need childcare, assumptions must be made with respect to how many of the parents needing care for their children would like that care to be provided by a licensed provider. This demand model is limited to licensed providers since those are quantifiable, and therefore that additional categorization must be made. The demand model is also based upon Lightcast Quarter 1 2023 data since this is the most current and accurate information, even though this creates some discrepancies with 2020 census data.

As discussed above, not all parents who need childcare prefer licensed childcare options; many parents prefer informal and relative care. Park City survey respondents used licensed care much more for their children 5 and under (83%) and less as the children got older (63%). It is likely, however, that the survey respondents included many more users of licensed care, since several centers asked their parents to complete the survey, and people using childcare are more likely to respond to a childcare survey, therefore the survey responses likely overstate the demand for licensed care. Many of the survey comments, however, stressed the difficulty finding licensed care for young children and the wait lists at local providers decrease as children age, so clearly the demand is high.

Other childcare demand models either assume that all children of working families want to use licensed care (such as the Utah Access to Childcare Report)[lx] or base this assumption on survey results of current use (such as San Mateo County's Child Care Needs Assessment).[lxi] For purposes of these estimates, in order to be conservative, the model assumes a lower demand for licensed care than reflected in either the labor participation rate or the current type of use based upon survey response. This model assumes that 75% of the children under age 2 who need childcare want to be in licensed care, 80% of children under age 5, 50% of children aged 5 to 9, 40% of children aged 10 to 14 and 0% of children aged 15 to 19. This oldest age group is excluded from the need projections because most of the licensed centers and after-school programs end by that age and it is assumed that many families are meeting any childcare needs for this oldest age group with non-licensed providers. These assumptions regarding desire for licensed care are used consistently between years 2022 and 2032 among resident parents. For commuting parents, the desire for licensed care once children are five years old and enter school is assumed to be zero since it is unlikely that employees are using after-school care near their employer.

Resident Demand (440)

This category captures the estimated demand for licensed childcare for children of parents who live in Park City. The chart below estimates by age group the number of Park City resident children who need some form of childcare and the number of these children that are estimated to need licensed care. Older children are assumed not to need any licensed care.

Age Range	<2	2-<5	5-9	10-14	15-19
# Children Needing Care	167	75	223	338	304
# Children Needing Licensed Care	125	68	112	135	0

Non-Resident In-Commuter Demand (40)

This category captures the estimated demand for licensed childcare for children of parents who live outside Park City but work within it.

There are an estimated 15,494 inbound commuters who work in, but live outside, Park City. Many of these workers use childcare facilities located in Summit County. For example, of the 67 families served by PC Tots, 15 (22%) live outside Summit County (1 lives in Salt Lake City, 11 live in Heber, 1 lives in Ogden, and 2 live in Murray) and another 18 (27%) live within Summit County but commute from more rural communities to drop off their children at the two PC Tots centers located in Park City (6 live in Coalville, 11 live in Kamas, and 1 lives in Peoa).

Applying the percentage of children of total population by age to this group, the chart below estimates the number of children of local employee nonresidents. The model then assigns the same parent preference for licensed care as was used for residents and applies a capture rate of 5%[lxii] (meaning that only 5% of the children of nonresident employees who want licensed care would like that care to be near their employer in Park City). The demand for school-aged children for licensed care in Park City is assumed to be zero since it is unlikely that parents would drive down to pick their children up from school and drive back to some form of licensed after-school care in Park City. The chart below shows, by age group, the total number of children of nonresident Park City employees and the number of these children that are estimated to need licensed care in Park City.

Age Range	<2	2-<5	5-9	10-14	15-19
# Children	759	232	1085	1162	1328
# Children Needing Licensed Care in Park City	28	11	0	0	0

Total Projected Demand for Licensed Care (480)

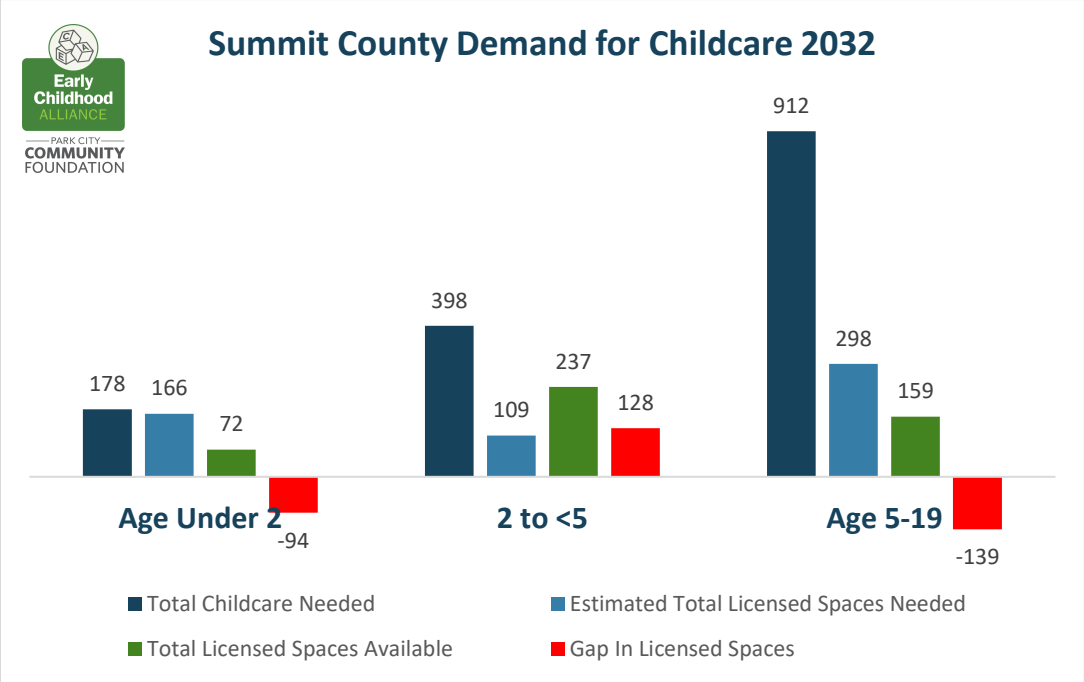
In sum, the estimated need for licensed care in Park City from resident children is 440 and 40 from non-resident in-commuter children for a total demand of 480. This is further broken down to be 233 under age five and 247 for ages five through eighteen.

The need is particularly great for care under age 2 since the current capacity meets only 47% of the projected demand. The two to five age range shows excess capacity. As discussed earlier, many of these preschool programs do not offer all-day programs that meet the needs of working families and so are often likely combined with other forms of childcare.

Park City Demand for Child Care Spaces 2022				
Age Group	**<2**	**2-<5**	**5-19**	**Total**
Resident Demand	125	68	247	440
Employee Demand	28	11	0	40
Total Spaces Needed	153	79	247	480
% Distribution of Need	32%	17%	51%	100%
Total Spaces Available	72	237	159	468
% Spaces Available	15%	51%	34%	85%
Additional Spaces Needed	81	-158	88	12
% of Demand Met With Current Spaces	47%	299%	64%	102%

Ten-Year Childcare Needs Projections in Year 2032

Adding additional preschool capacity at the Park City School District will increase capacity for the 3-year olds (half day program) and the 4-year old (full day program) students who enroll. Thus excess capacity is shown for the years 2 to 5, but might not have the hours and daily availability needed to meet workforce family needs. Due to the upcoming loss of federal stabilization funds, and other difficulties outlined in this report, the model does not predict any additional licensed providers entering the market.



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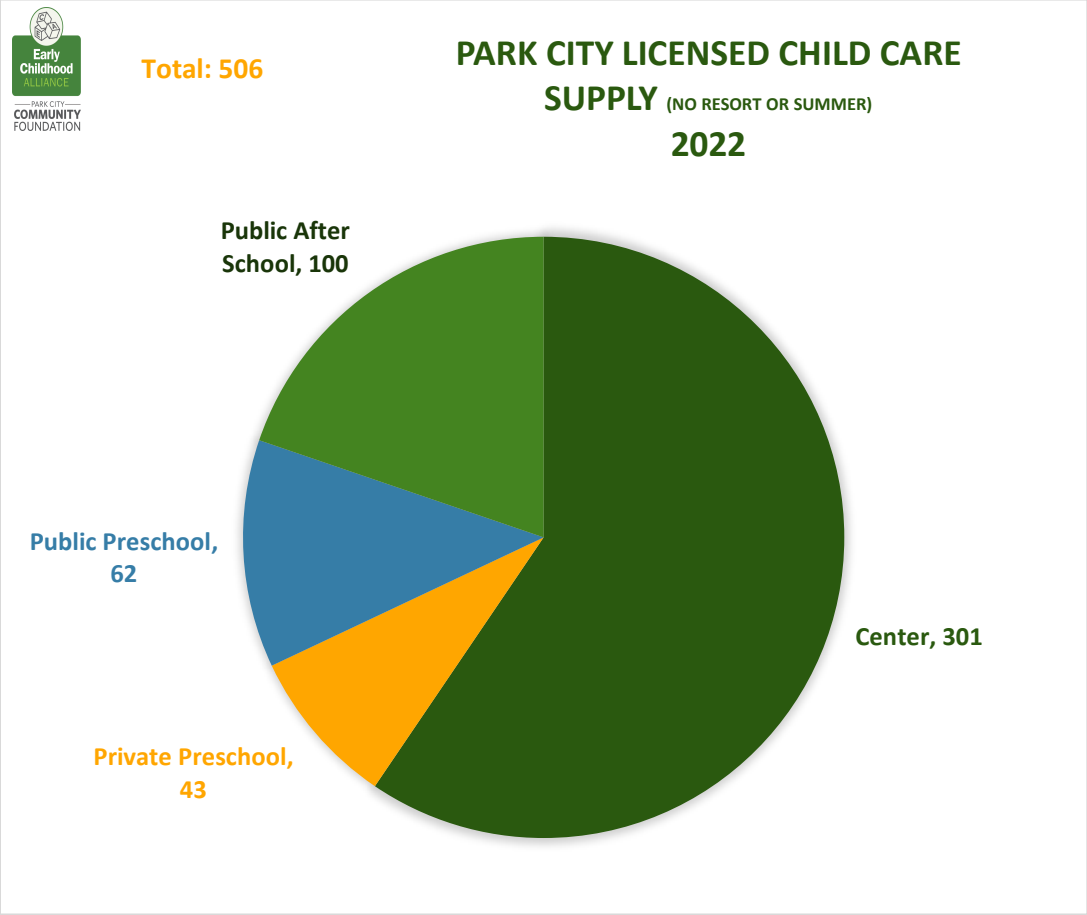
Park City Demand for Childcare 2032				
Age Group	Age Under 2	2 to <5	Age 5-19	Total
Total Childcare Needed	178	398	912	1310
Estimated Total Licensed Spaces Needed	166	109	298	406
Total Licensed Spaces Available	72	237	159	468
Gap In Licensed Spaces	-94	128	-139	62

Total Supply of Licensed Care (1512)

This model does not include the demand by visiting guests, so the resort capacity is not included in the supply of licensed care (note that the Deer Valley Academy is included since this is available on an academic calendar). To the extent that some of the resort spaces are used by local families when it is not high season, this is likely countered by the fact that many centers are not operating at full licensed capacity. Similarly, the Summer programs provide great options for care when the academic programs are not in session, but most children who need care in the Summer also need care during the academic year and so the Summer Programs are not included since they compliment the academic-year offerings.



Note that the total capacity based on the licensed capacity from the state Office of Childcare (506) differs slightly from the aggregate actual capacity by age estimates (468). This is because some childcare providers supplied detailed information about the number of children they serve by age group, but sometimes providers reported more children than capacity because not all children attend everyday of

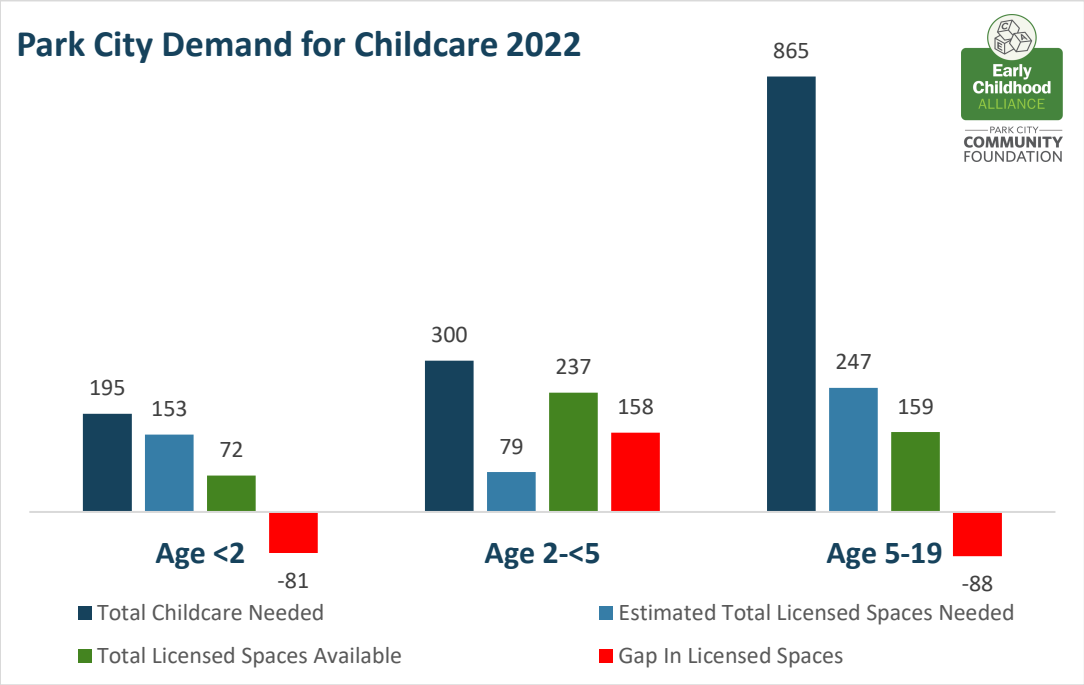
the week (for example, some children attend on a MWF schedule, while others attend T/TH). Also, assumptions had to be made for some providers in order to estimate capacity by age range.

Additional Need for Licensed Care

In total, Park City needs 480 licensed childcare options, but currently only has 468 spaces available, leaving a gap of 12. In particular, kids under age 2 and over age 5 need more licensed care, because the currently available spots meet only 47% and 64% of the estimated demand.

More specifically, Park City's total estimated licensed demand, current licensed availability, and the gap between what is available and what is estimated to be needed in licensed care is as follows:

Park City Demand for Child Care Spaces 2022				
Age Group	**<2**	**2-<5**	**5-19**	**Total**
Resident Demand	125	68	247	440
Employee Demand	28	11	0	40
Total Spaces Needed	153	79	247	480
% Distribution of Need	32%	17%	51%	100%
Total Spaces Available	72	237	159	468
% Spaces Available	15%	51%	34%	85%
Additional Spaces Needed	81	-158	88	12
% of Demand Met With Current Spaces	47%	299%	64%	102%



The analysis shows there is a surplus of licensed spots for preschool-aged children. Many preschools provide a spot for children, but it may not satisfy all of the childcare needs since many programs operate for only a few hours a day, a few days a week. Because there are so many more years of school-aged children, even assuming zero need for licensed care for children over the age 13, there is still a need for more licensed care to serve the school-aged population, primarily during the elementary school ages.

Section VI. Conclusion

Section VI. Conclusion

There can be no keener revelation of a society's soul than the way in which it treats its children.

-Nelson Mandela

Prenatal and early childhood experiences form the foundation of our emotional, social, cognitive, and language development. We do not have enough high-quality, affordable childcare options for our families, and parents are scrambling.

The private market in childcare is failing because compensation is too low to attract and retain early childcare educators, but parents can't afford to pay more, and very few families qualify for any public assistance.

Investing in high-quality, affordable childcare and early childhood education in coordination with parental support and health programs helps: (1) close the achievement gap; (2) assist local employers in attracting and retaining their workforce; (3) strengthen our school districts; (4) break the cycle of poverty, and (5) maximize our collective return on investment.

It is clear that even with significant federal financial support that is coming to an end, Summit County does not have enough childcare options available to meet the need and that the options that are available are too expensive for many of our community members. It is also clear that the lack of high-quality, affordable, childcare options damages our children's future potential as well as our existing workforce, and exacerbates inequalities in our community.

As Elliot Haspel clearly outlined in his opinion piece in the *Deseret News* when discussing the impending federal funding child care fiscal cliff, "***the damage from inaction is difficult to overstate yet easy to predict. . . . Quality child care will become a luxury good, nearly impossible to find for all but the wealthiest***."[lxiii]

Section VII. Attachments

Section VII. Attachments

Attachment 1: Park City Housing Profile

Housing Profile

Park City, UT 34
Park City, UT (4958070)
Geography: Place

Prepared by Jeffrey B. Jones, AICP

Population		Households	
2010 Total Population	7,600	2022 Median Household Income	$125,251
2020 Total Population	8,396	2027 Median Household Income	$140,439
2022 Total Population	8,619	2022-2027 Annual Rate	2.32%
2027 Total Population	8,680		
2022-2027 Annual Rate	0.14%		

	Census 2010		2022		2027	
Housing Units by Occupancy Status and Tenure	**Number**	**Percent**	**Number**	**Percent**	**Number**	**Percent**
Total Housing Units	9,429	100.0%	7,983	100.0%	8,041	100.0%
Occupied	2,893	30.7%	3,472	43.5%	3,494	43.5%
Owner	1,776	18.8%	2,141	26.8%	2,189	27.2%
Renter	1,117	11.8%	1,331	16.7%	1,305	16.2%
Vacant	6,536	69.3%	4,511	56.5%	4,547	56.5%

	2022		2027	
Owner Occupied Housing Units by Value	**Number**	**Percent**	**Number**	**Percent**
Total	2,141	100.0%	2,189	100.0%
<$50,000	4	0.2%	1	0.0%
$50,000-$99,999	0	0.0%	0	0.0%
$100,000-$149,999	0	0.0%	0	0.0%
$150,000-$199,999	4	0.2%	2	0.1%
$200,000-$249,999	7	0.3%	4	0.2%
$250,000-$299,999	14	0.7%	6	0.3%
$300,000-$399,999	42	2.0%	23	1.1%
$400,000-$499,999	48	2.2%	31	1.4%
$500,000-$749,999	401	18.7%	362	16.5%
$750,000-$999,999	557	26.0%	592	27.0%
$1,000,000-$1,499,999	228	10.6%	249	11.4%
$1,500,000-$1,999,999	385	18.0%	414	18.9%
$2,000,000+	451	21.1%	505	23.1%
Median Value	$997,083		$1,147,590	
Average Value	$1,286,326		$1,343,616	

Census 2010 Housing Units	**Number**	**Percent**
Total	9,429	100.0%
In Urbanized Areas	0	0.0%
In Urban Clusters	5,459	57.9%
Rural Housing Units	3,970	42.1%

Data Note: Persons of Hispanic Origin may be of any race.
Source: Esri forecasts for 2022 and 2027. U.S. Census Bureau 2010 decennial Census data converted by Esri into 2020 geography.

October 26, 2022

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Attachment 2: Stabilization Grant Providers in Summit County

Stabilization Grant Providers in Summit County

Zip Code	Number of Providers per Zip Code	Provider Zip Code	License Type	January	February	March	April	May	June	July	August	September	October	November	Total Amount Jan-Nov	Projected January-December
84017	2	84017	Licensed Family	$ 4,000.00	$ 4,000.00	$ 4,000.00	$ 4,000.00	$ 5,600.00	$ 5,600.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 59,200.00	$ 65,600.00
84024	0	84017	Licensed Family	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 27,600.00	$ 30,400.00
84033	0	84036	Licensed Family	NA	$ 4,800.00	$ 4,800.00	$ 4,800.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 59,200.00	$ 65,600.00
84036	3	84036	Licensed Family	$ 4,800.00	$ 4,800.00	$ 4,800.00	$ 4,800.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 64,000.00	$ 70,400.00
84055	1	84036	Licensed Family	$ 4,800.00	$ 4,800.00	$ 4,800.00	$ 4,800.00	$ 4,000.00	$ 8,000.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 63,200.00	$ 69,600.00
84060	5	84055	Licensed Family	NA	NA	NA	NA	NA	NA	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 6,400.00	$ 32,000.00	$ 38,400.00
84061	0	84060	Center	NA	NA	$ 26,400.00	$ 26,400.00	$ 35,200.00	$ 35,200.00	$ 35,200.00	$ 35,200.00	$ 35,200.00	$ 35,200.00	$ 35,200.00	$ 299,200.00	$ 334,400.00
84068	0	84060	Center	$ 28,800.00	$ 28,800.00	$ 28,800.00	$ 28,800.00	$ 38,400.00	$ 38,400.00	$ 38,400.00	$ 38,400.00	$ 38,400.00	$ 38,400.00	$ 38,400.00	$ 384,000.00	$ 422,400.00
84098	5	84060	Center	$ 10,200.00	$ 10,200.00	$ 10,200.00	$ 10,200.00	$ 13,600.00	$ 13,600.00	$ 13,600.00	$ 13,600.00	$ 13,600.00	$ 13,600.00	$ 13,600.00	$ 136,000.00	$ 149,600.00
	16	84060	Center	NA	NA	NA	$ 8,050.00	$ 8,050.00	$ 9,200.00	$ 9,200.00	$ 9,200.00	$ 9,200.00	$ 9,200.00	$ 9,200.00	$ 71,300.00	$ 80,500.00

84060	DWS Approved Exempt Center	$ 14,000.00	$ 14,000.00	$ 14,000.00	$ 14,000.00	$ 19,600.00	$ 19,600.00	$ 19,600.00	$ 19,600.00	$ 1.00	$ 1.00	$ 19,600.00	$ 154,002.00	$ 173,602.00
84098	Center	$ 22,800.00	$ 22,800.00	$ 22,800.00	$ 22,800.00	$ 30,400.00	$ 30,400.00	$ 30,400.00	$ 30,400.00	$ 30,400.00	$ 30,400.00	$ 30,400.00	$ 304,000.00	$ 334,400.00
84098	DWS Approved Exempt Center	$ 10,800.00	$ 10,800.00	$ 10,800.00	$ 10,800.00	$ 14,400.00	$ 14,400.00	$ 14,400.00	$ 1.00	$ 1.00	$ 12,600.00	$ 1.00	$ 99,003.00	$ 99,004.00
84098	DWS Approved Exempt Center	$ 9,000.00	$ 9,000.00	$ 9,000.00	$ 9,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 1.00	$ 1.00	$ 1.00	$ 84,003.00	$ 84,004.00
84098	Center	$ 13,500.00	$ 13,500.00	$ 13,500.00	$ 13,500.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 180,000.00	$ 198,000.00
84098	DWS Approved Exempt Center	$ 16,800.00	$ 16,800.00	$ 16,800.00	$ 16,800.00	$ 22,400.00	$ 22,400.00	$ 22,400.00	$ 22,400.00	$ 1.00	$ 1.00	$ 1.00	$ 156,803.00	$ 156,804.00
														$ -
		$ 141,500.00	$ 146,300.00	$ 172,700.00	$ 180,750.00	$ 237,250.00	$ 242,400.00	$ 248,000.00	$ 233,601.00	$ 179,604.00	$ 192,203.00	$ 199,203.00	$ 2,173,511.00	$ 2,372,714.00

WORKFORCE SERVICES
CHILD CARE

Do you need help paying for child care?

The child care assistance program helps pay for all or part of the cost of child care.

To qualify you must:

- Be the parent, foster parent, approved relative or legal guardian to the child needing care
  - The child must be under age 13 (or under age 18 if the child has special needs).
  - The child must be a U.S. citizen, authorized non-U.S. citizen, refugee or U.S. permanent resident.
- Be eligible based upon your household size and monthly income
- Work an average of 15 hours or more per week earning at least minimum wage
  - For two-parent households: one parent must work an average of 15 hours per week and the second parent must work an average of 30 hours per week.
- Need child care for the purpose of employment or approved school or training activities
- Select an approved provider
  - If you need help finding a provider, go to cac.utah.gov to search in your area. You may also select a family, friend or neighbor who completes all requirements with the Department of Health, Child Care Licensing. The payment for care will be made directly to your provider.

To apply:

Submit an online or paper application. To apply online, go to jobs.utah.gov/mycase.

You can receive assistance on your application from our staff at an employment center or through online chat. Spanish-speaking staff are available or call 1-866-435-7414 for help in other languages.

What is NOT needed:

- A social security number

  The social security number on the application is not required for child care eligibility.
- Any information regarding your immigration or work authorization status or the status of your family or household members

  Using child care benefits will not be considered in public charge determinations. Immigration information is private and confidential.

Do not skip applying if you were denied in the past or think you make too much money. The income eligibility limits for child care have increased. If you were denied in the past we encourage you to apply again.

jobs.utah.gov/occ

Auxiliary aids (accommodations) and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.

OCC_2_4/05/22

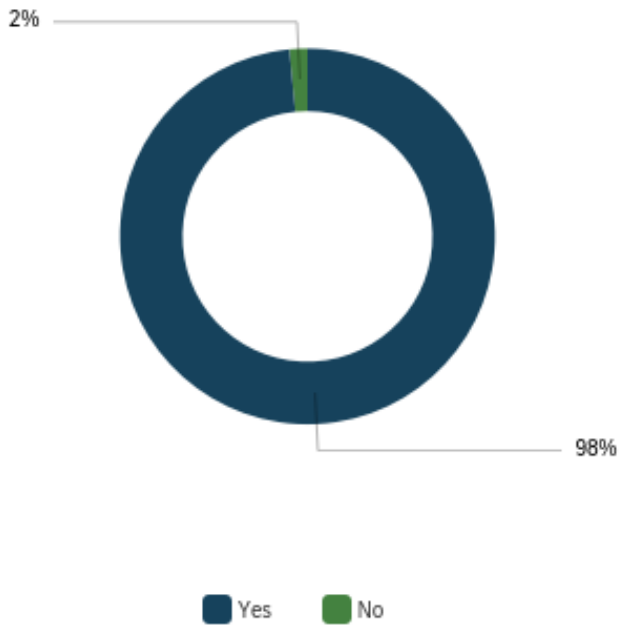
Summit County Childcare Needs Assessment Survey Responses (84060 Residents Only)

Q3 - What is your zip code?

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	What is your zip code?	5	5	5	0	0	137

#	What is your zip code?	Percentage
4	84060	100%
	Total	137

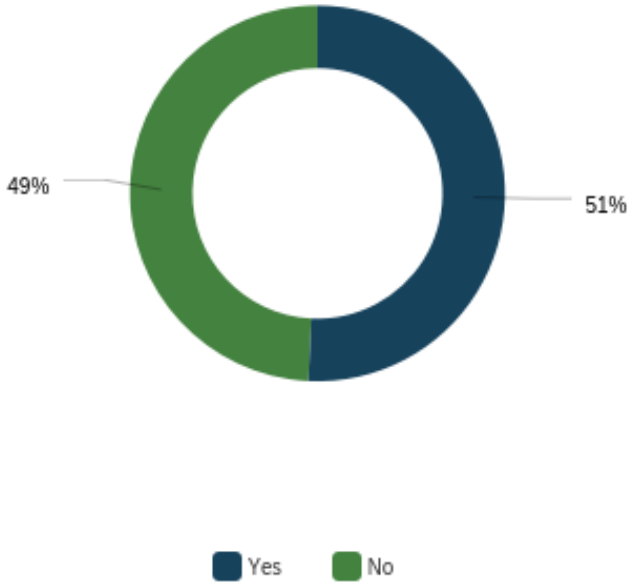
Q4 - Are you a resident of Summit County, Utah?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Are you a resident of Summit County, Utah?	4	5	4	0	0	129

#	Are you a resident of Summit County, Utah?	Percentage
4	Yes	98%
5	No	2%
	Total	129

Q5 - Do you work for a business located in Summit County, Utah?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Do you work for a business located in Summit County, Utah?	4	5	4	0	0	130

#	Do you work for a business located in Summit County, Utah?	Percentage
4	Yes	51%
5	No	49%
	Total	130

Q6 - What is your race? (select all that apply)

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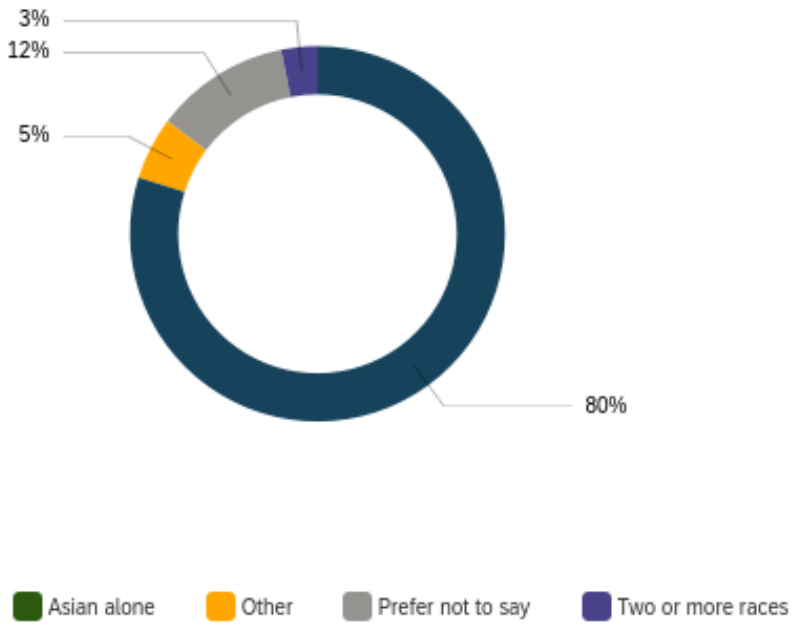
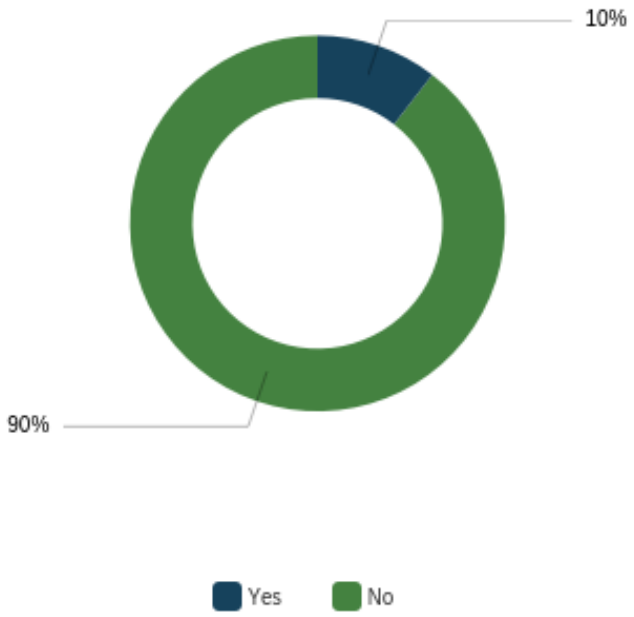


#	What is your race? (select all that apply) - Selected Choice	Percentage
1	White alone	80%
2	Black or African American alone	0%
3	American Indian/Native American or Alaska Native alone	0%
4	Asian alone	0%
5	Pacific Islander alone	0%
6	Other	5%
7	Prefer not to say	12%
8	Two or more races	3%
	Total	129

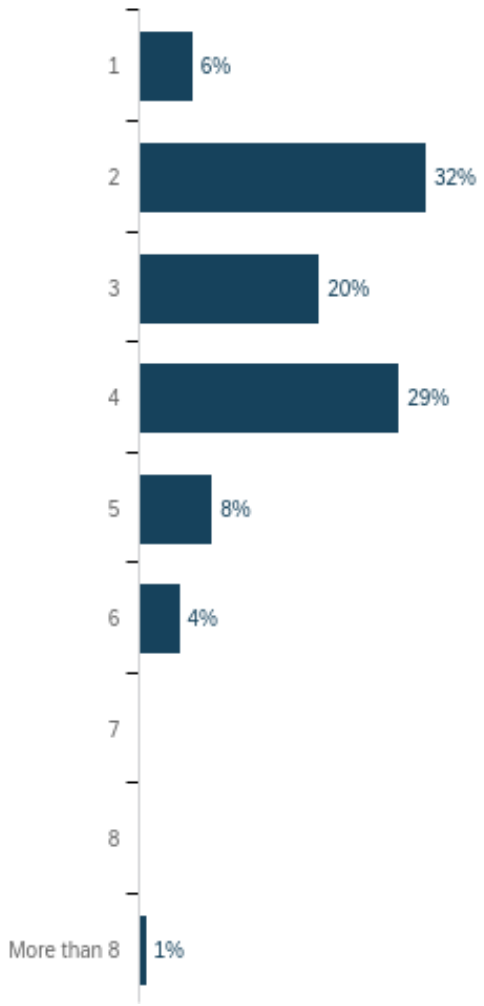
Q7 - Are you of Spanish, Hispanic, or Latino origin of any race?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Are you of Spanish, Hispanic, or Latino origin of any race?	1	2	2	0	0	124

#	Are you of Spanish, Hispanic, or Latino origin of any race?	Percentage
1	Yes	10%
2	No	90%
	Total	124

Q8 - How many members are in your household (all related or unrelated persons living together)?

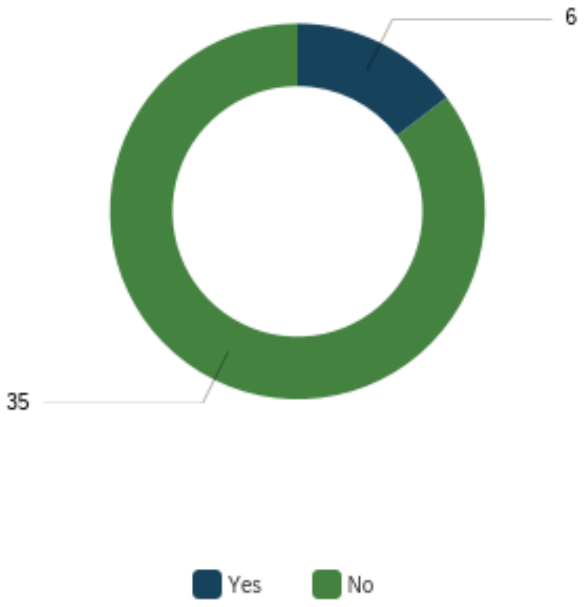


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	How many members are in your household (all related or unrelated persons living together)?	1	9	3	1	2	135

#	How many members are in your household (all related or unrelated persons living together)?	Percentage
1	1	6%
2	2	32%
3	3	20%
4	4	29%
5	5	8%

6	6	4%
7	7	0%
8	8	0%
9	More than 8	1%
	Total	135

Q9 - For your 2-person household, is your annual household gross income less than $54,132?

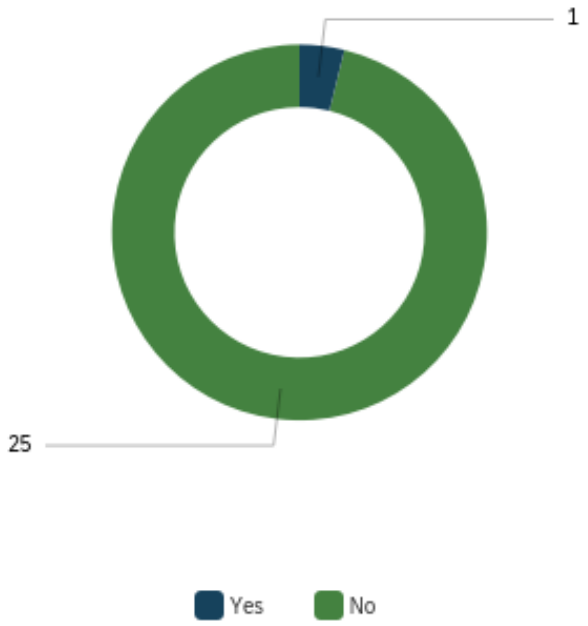


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 2-person household, is your annual household gross income less than $54,132?	1	2	2	0	0	41

#	For your 2-person household, is your annual household gross income less than $54,132?	Percentage
1	Yes	15%

2	No	85%
	Total	41

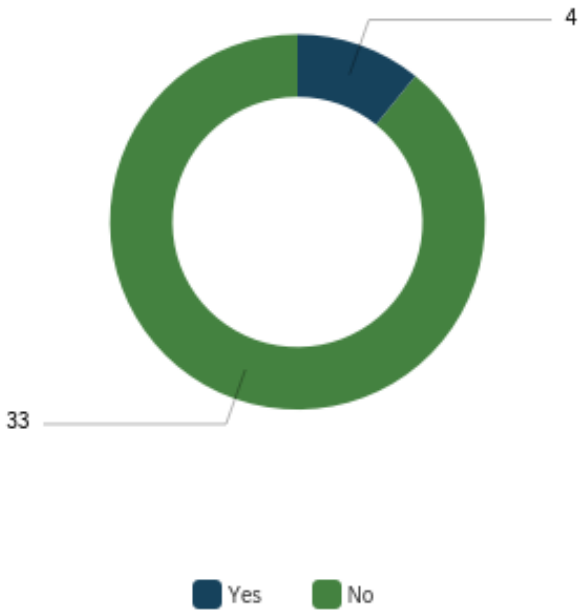
Q10 - For your 3-person household, is your annual household gross income less than $66,888?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 3-person household, is your annual household gross income less than $66,888?	1	2	2	0	0	26

#	For your 3-person household, is your annual household gross income less than $66,888?	Percentage
1	Yes	4%
2	No	96%
	Total	26

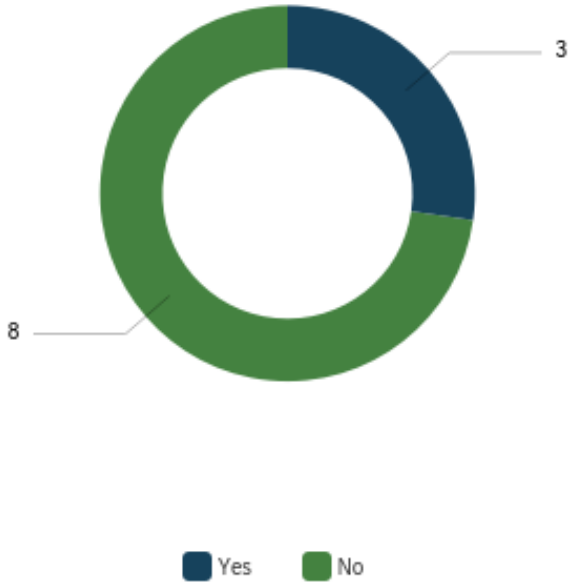
Q11 - For your 4-person household, is your annual household gross income less than $79,620?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 4-person household, is your annual household gross income less than $79,620?	1	2	2	0	0	37

#	For your 4-person household, is your annual household gross income less than $79,620?	Percentage
1	Yes	11%
2	No	89%
	Total	37

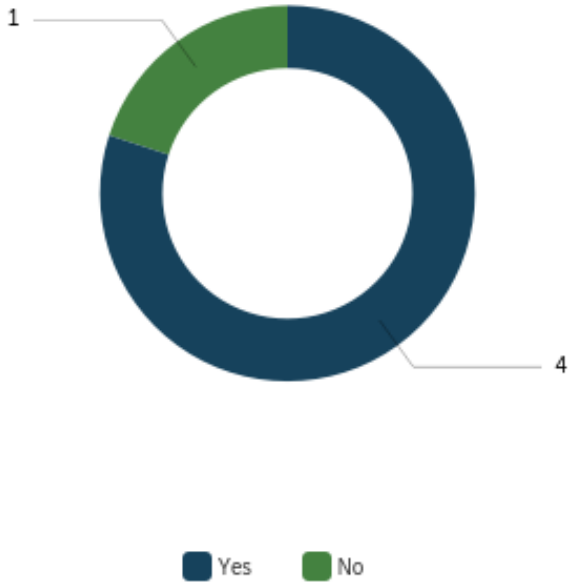
Q12 - For your 5-person household, is your annual household gross income less than $92,364?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 5-person household, is your annual household gross income less than $92,364?	1	2	2	0	0	11

#	For your 5-person household, is your annual household gross income less than $92,364?	Percentage
1	Yes	27%
2	No	73%
	Total	11

Q13 - For your 6-person household, is your annual household gross income less than $105,108?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 6-person household, is your annual household gross income less than $105,108?	1	2	1	0	0	5

#	For your 6-person household, is your annual household gross income less than $105,108?	Percentage
1	Yes	80%
2	No	20%
	Total	5

Q14 - For your 7-person household, is your annual household gross income less than $107,496?

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 7-person household, is your annual household gross income less than $107,496?	0	0	0	0	0	0

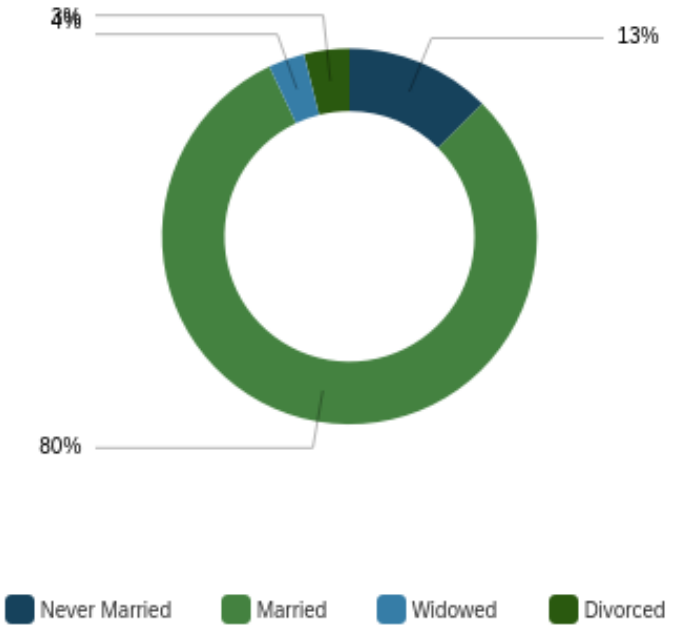
#	For your 7-person household, is your annual household gross income less than $107,496?	Percentage
1	Yes	NaN%
2	No	NaN%
	Total	0

Q15 - For your 8-person household, is your annual household gross income less than $109,884?

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your 8-person household, is your annual household gross income less than $109,884?	0	0	0	0	0	0

#	For your 8-person household, is your annual household gross income less than $109,884?	Percentage
1	Yes	NaN%
2	No	NaN%
	Total	0

Q16 - Define your current marital status.

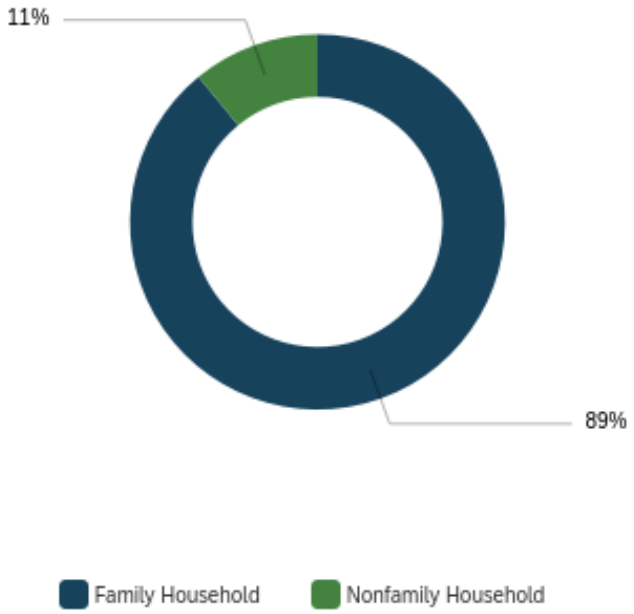


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Define your current marital status.	1	5	3	1	1	128

#	Define your current marital status.	Percentage
1	Never Married	13%
3	Married	80%
4	Widowed	3%
5	Divorced	4%
	Total	128

Q17 - A nonfamily household consists of a household living alone (1-person household) or where the householder shares the home exclusively with people to whom he or she is not related (roomates). A family household consists of two or more individuals who are related by birth, marriage, or adoption, although

they also may include other unrelated people. Do you live in a family or nonfamily household?

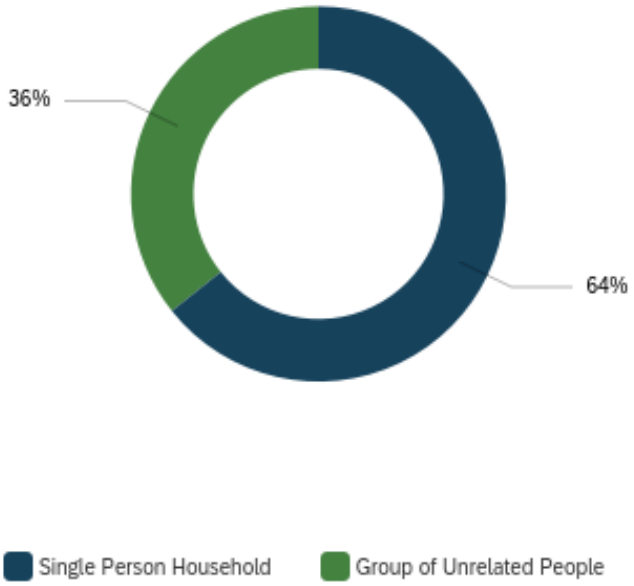


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	A nonfamily household consists of a household living alone (1-person household) or where the householder shares the home exclusively with people to whom he or she is not related (roomates). A family household consists of two or more individuals who are related by birth, marriage, or adoption, although they also may include other unrelated people. Do you live in a family or nonfamily household?	1	4	1	1	1	128

#	A nonfamily household consists of a household living alone (1-person household) or where the householder shares the home exclusively with people to whom he or she is not related (roomates). A family household consists of two or more individuals who are related by birth, marriage, or adoption, although they also may include other unrelated people. Do you live in a family or nonfamily household?	Percentage
1	Family Household	89%
4	Nonfamily Household	11%

	Total	128

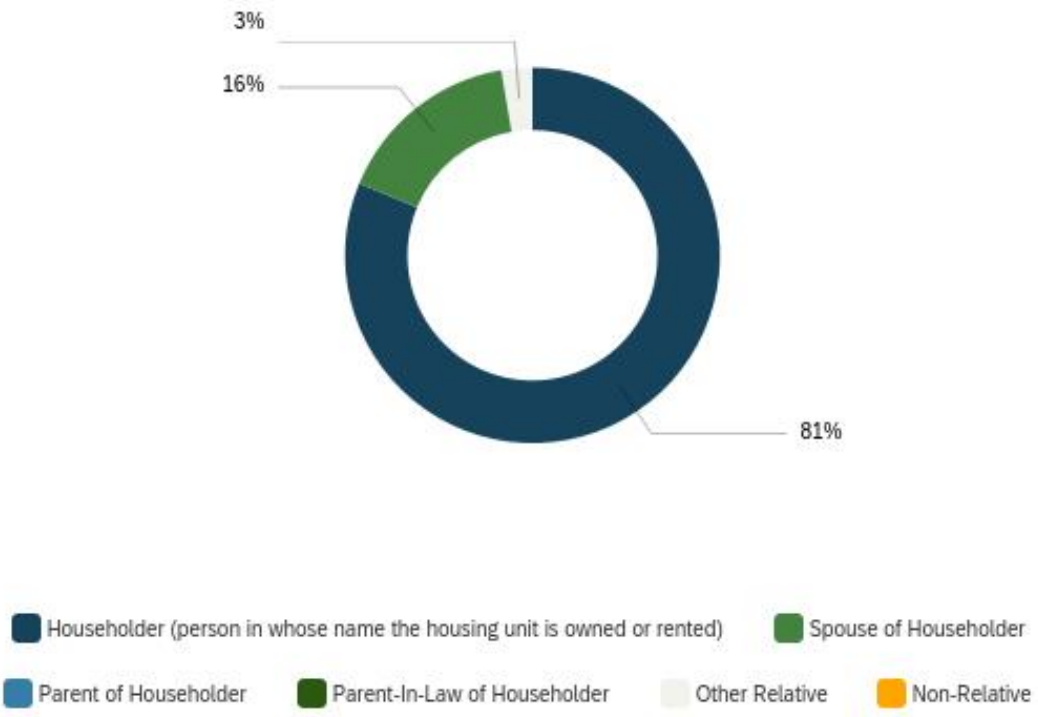
Q18 - Please identify your current type of nonfamily household.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Please identify your current type of nonfamily household.	1	4	2	1	2	14

#	Please identify your current type of nonfamily household.	Percentage
1	Single Person Household	64%
4	Group of Unrelated People	36%
	Total	14

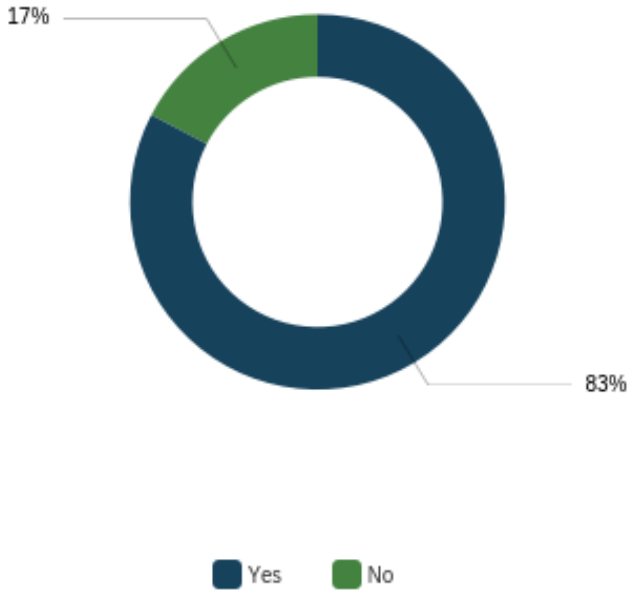
Q19 - If you identify as a member of a family household, please identify your position within that household.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	If you identify as a member of a family household, please identify your position within that household.	1	13	2	2	5	112

#	If you identify as a member of a family household, please identify your position within that household.	Percentage
1	Householder (person in whose name the housing unit is owned or rented)	81%
4	Spouse of Householder	16%
11	Parent of Householder	0%
12	Parent-In-Law of Householder	0%
13	Other Relative	3%
14	Non-Relative	0%
	Total	112

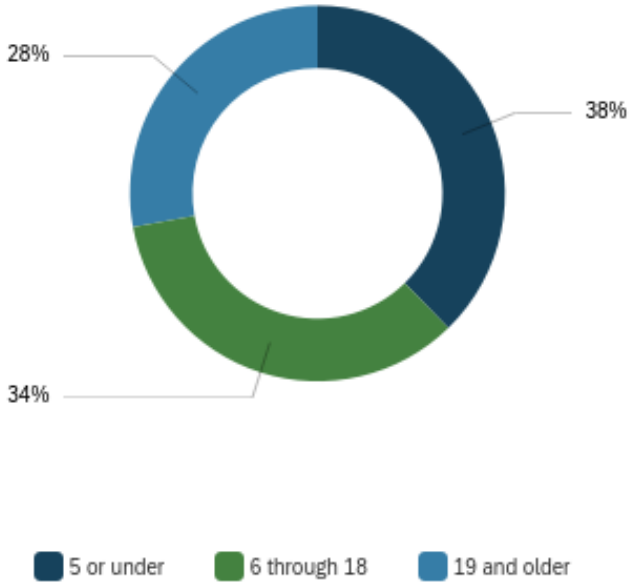
Q20 - Are you a parent (children of any age)?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Are you a parent (children of any age)?	1	2	1	0	0	127

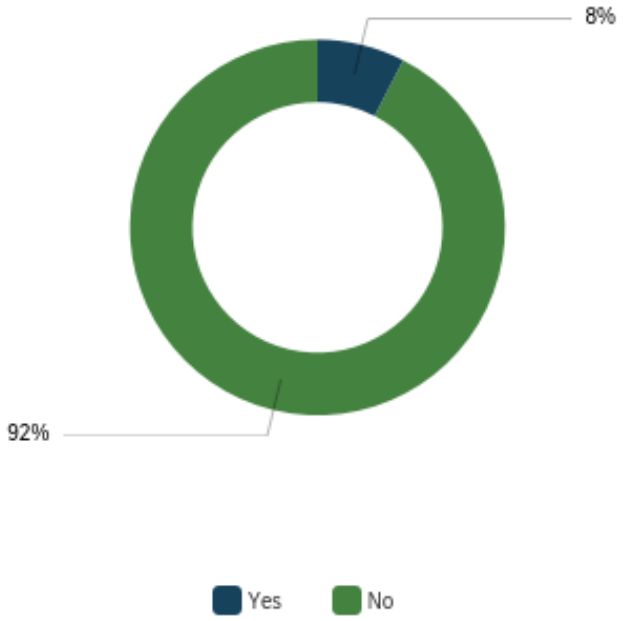
#	Are you a parent (children of any age)?	Percentage
1	Yes	83%
2	No	17%
	Total	127

Q21 - How old are your children?



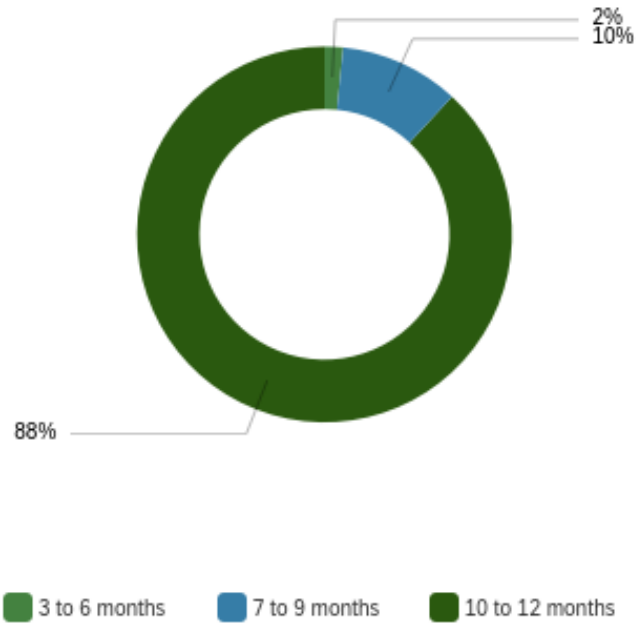
#	How old are your children?	Percentage
1	5 or under	38%
2	6 through 18	34%
3	19 and older	28%
	Total	122

Q22 - Do you have a child under age 19 with special needs or a disability?



#	Do you have a child under age 19 with special needs or a disability?	Percentage
1	Yes	8%
2	No	92%
	Total	106

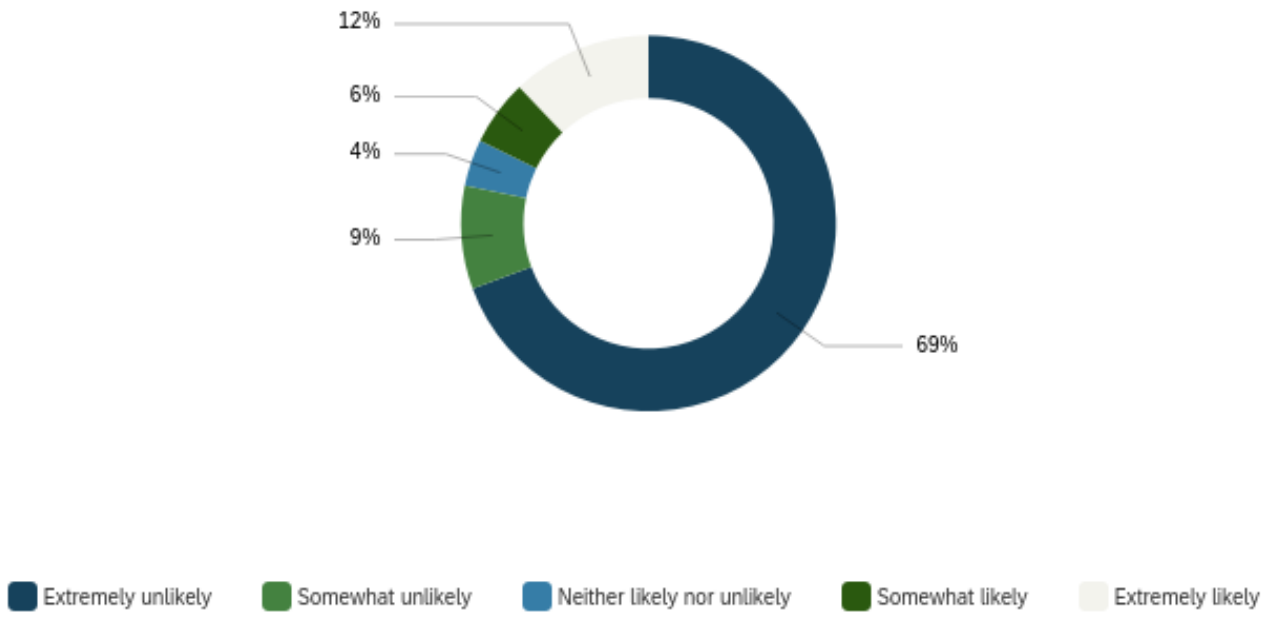
Q23 - How many months do you spend at your home in Utah during a typical year?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	How many months do you spend at your home in Utah during a typical year?	2	4	4	0	0	126

#	How many months do you spend at your home in Utah during a typical year?	Percentage
1	2 months or less	0%
2	3 to 6 months	2%
3	7 to 9 months	10%
4	10 to 12 months	88%
	Total	126

Q24 - How likely are you to birth, foster, or adopt a child in the next five years?

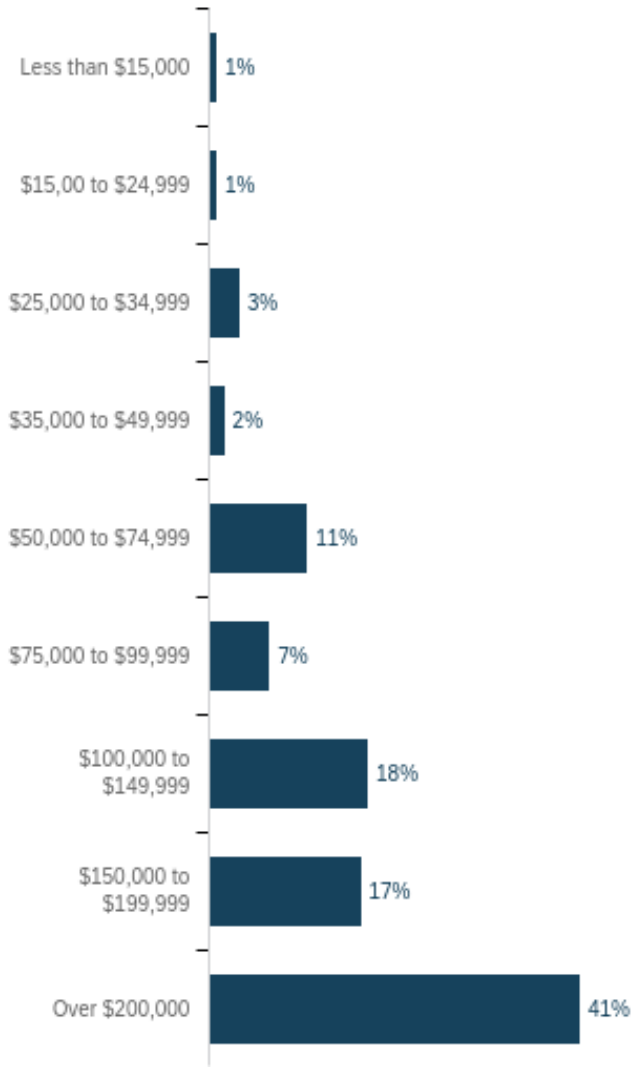


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	How likely are you to birth, foster, or adopt a child in the next five years?	9	13	10	1	2	124

#	How likely are you to birth, foster, or adopt a child in the next five years?	Percentage
9	Extremely unlikely	69%
10	Somewhat unlikely	9%
11	Neither likely nor unlikely	4%
12	Somewhat likely	6%
13	Extremely likely	12%
	Total	124

Q25 - Please select your annual household income (combined pretax income of all workers in household):

69

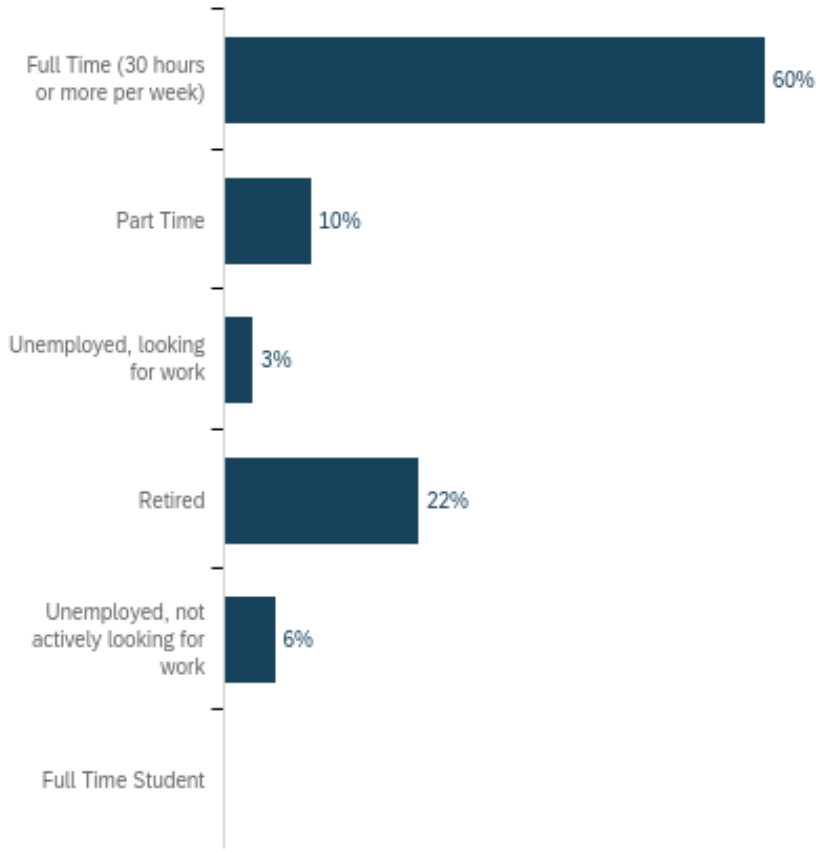


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Please select your annual household income (combined pretax income of all workers in household):	1	9	7	2	3	119

#	Please select your annual household income (combined pretax income of all workers in household):	Percentage
1	Less than $15,000	1%
2	$15,00 to $24,999	1%
3	$25,000 to $34,999	3%

4	$35,000 to $49,999	2%
5	$50,000 to $74,999	11%
6	$75,000 to $99,999	7%
7	$100,000 to $149,999	18%
8	$150,000 to $199,999	17%
9	Over $200,000	41%
	Total	119

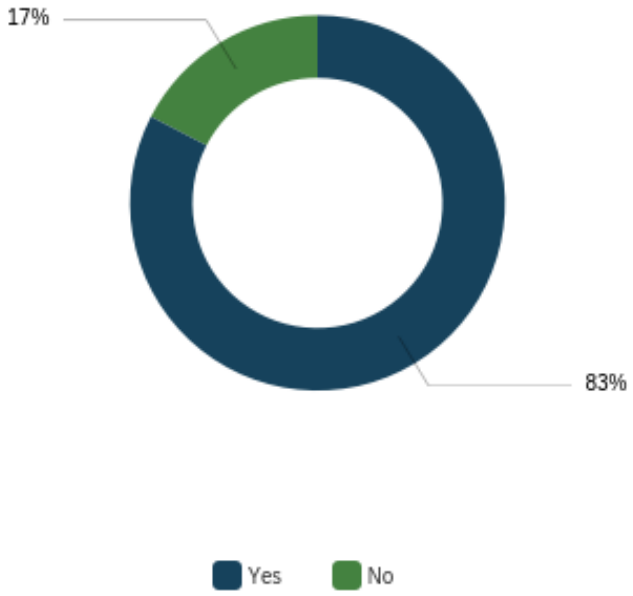
Q26 - What is your employment status?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	What is your employment status?	1	12	4	4	17	125

#	What is your employment status?	Percentage
1	Full Time (30 hours or more per week)	60%
2	Part Time	10%
3	Unemployed, looking for work	3%
10	Retired	22%
12	Unemployed, not actively looking for work	6%
13	Full Time Student	0%
	Total	125

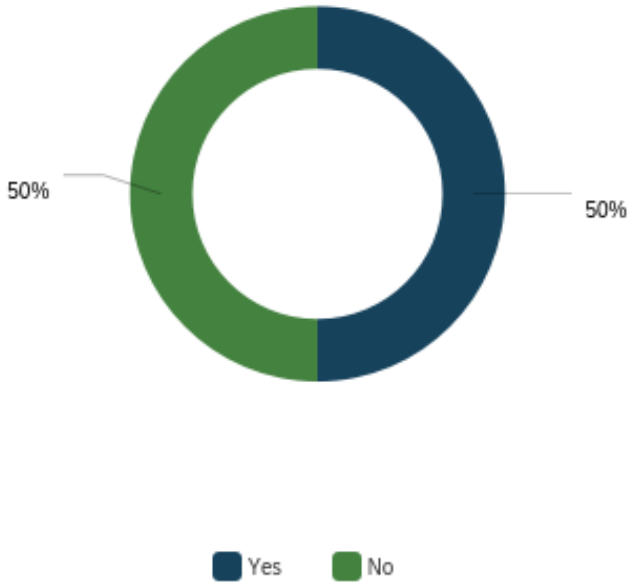
Q27 - For your children aged 5 or younger, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged 5 or younger, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?	1	2	1	0	0	46

#	For your children aged 5 or younger, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?	Percentage
1	Yes	83%
2	No	17%
	Total	46

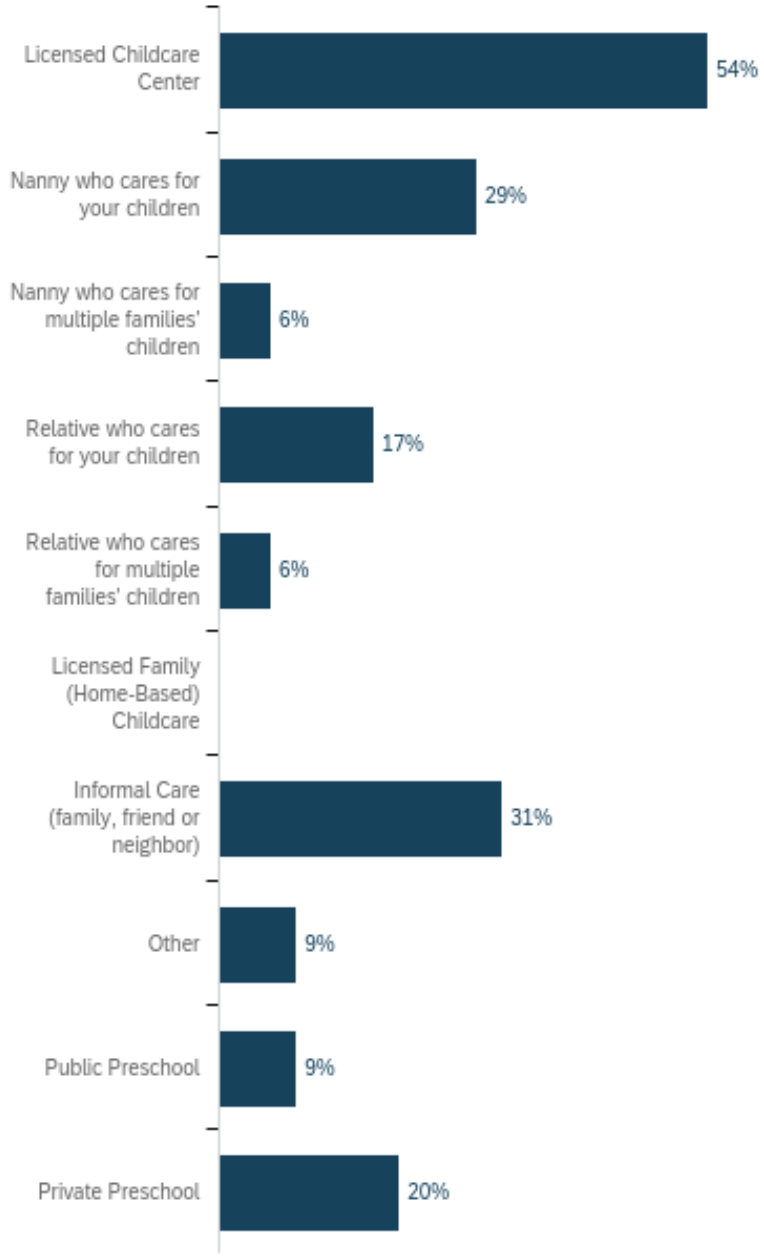
Q28 - For your children aged between 6 and 18, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged between 6 and 18, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?	1	2	2	1	0	44

#	For your children aged between 6 and 18, do you rely on anyone outside of yourself and your spouse/partner/co-parent to provide childcare?	Percentage
1	Yes	50%
2	No	50%
	Total	44

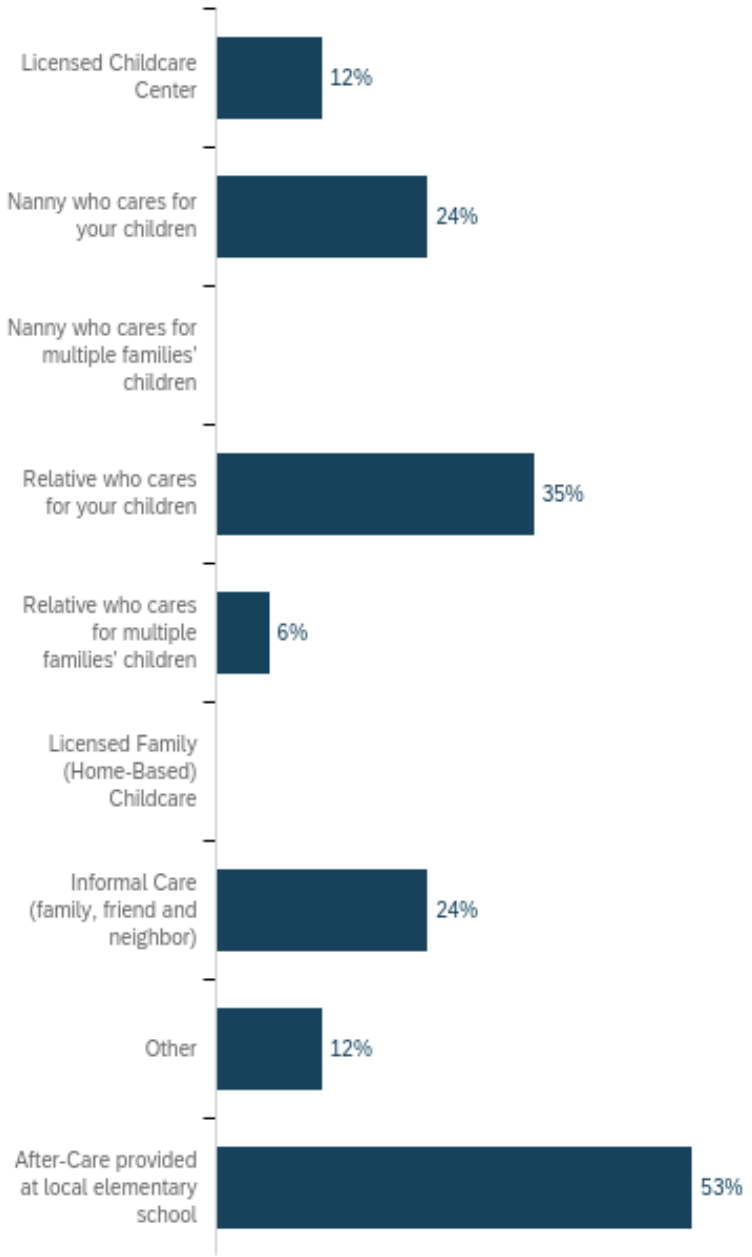
Q29 - What type of childcare do you rely upon for your children aged 5 and younger (select all that apply)?



Data source misconfigured for this visualization

#	What type of childcare do you rely upon for your children aged 5 and younger (select all that apply)? - Selected Choice	Percentage
1	Licensed Childcare Center	30%
2	Nanny who cares for your children	16%
3	Nanny who cares for multiple families' children	3%
4	Relative who cares for your children	10%
5	Relative who cares for multiple families' children	3%
6	Licensed Family (Home-Based) Childcare	0%
7	Informal Care (family, friend or neighbor)	17%
8	Other	5%
9	Public Preschool	5%
10	Private Preschool	11%
	Total	63

Q30 - What type of childcare do you rely upon for your children aged 6 to 18 (check all that apply)?



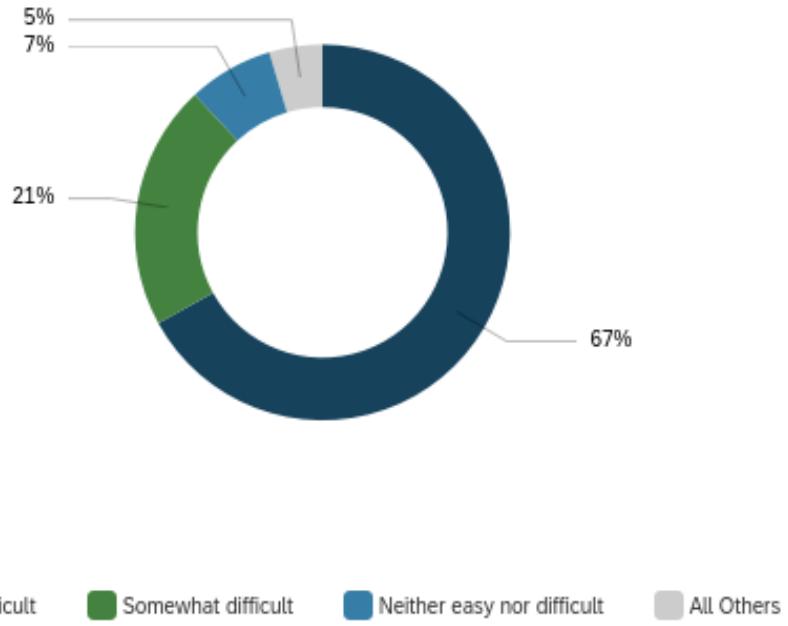
#	What type of childcare do you rely upon for your children aged 6 to 18 (check all that apply)? - Selected Choice	Percentage
1	Licensed Childcare Center	7%
2	Nanny who cares for your children	14%
3	Nanny who cares for multiple families' children	0%
4	Relative who cares for your children	21%
5	Relative who cares for multiple families' children	4%
6	Licensed Family (Home-Based) Childcare	0%

7	Informal Care (family, friend and neighbor)	14%
8	Other	7%
9	After-Care provided at local elementary school	32%
	Total	28

Q30_8_TEXT - Other

Other - Text
School
Summer camp

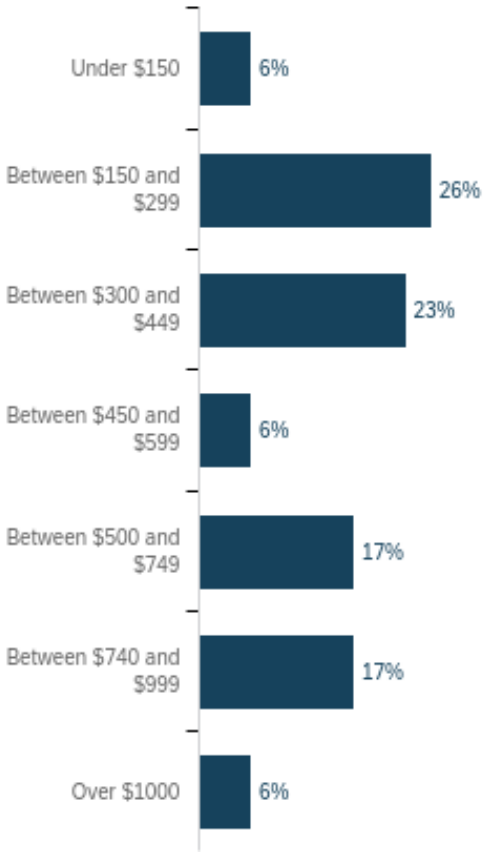
Q31 - 12. How easy is it to find quality, affordable childcare in our community?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	12. How easy is it to find quality, affordable childcare in our community?	1	5	2	1	1	109

#	12. How easy is it to find quality, affordable childcare in our community?	Percentage
1	Extremely difficult	67%
2	Somewhat difficult	21%
3	Neither easy nor difficult	7%
4	Somewhat easy	1%
5	Extremely easy	4%
	Total	109

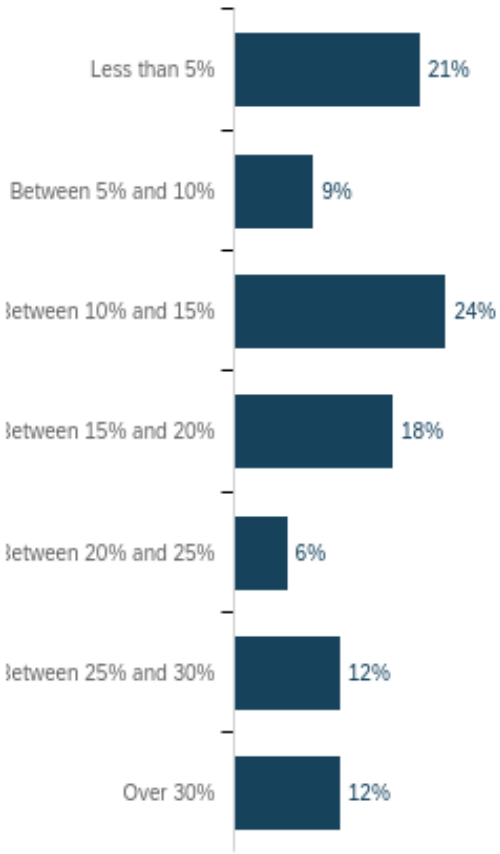
Q32 - For your children aged 5 or younger, how much do you pay per child for childcare in a typical week?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged 5 or younger, how much do you pay per child for childcare in a typical week?	1	7	4	2	3	35

#	For your children aged 5 or younger, how much do you pay per child for childcare in a typical week?	Percentage
1	Under $150	6%
2	Between $150 and $299	26%
3	Between $300 and $449	23%
4	Between $450 and $599	6%
5	Between $500 and $749	17%
6	Between $740 and $999	17%
7	Over $1000	6%
	Total	35

Q33 - For your children aged 5 or younger, what percentage of your annual gross income do you spend on childcare?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged 5 or younger, what percentage of your annual gross income do you spend on childcare?	1	7	4	2	4	34

#	For your children aged 5 or younger, what percentage of your annual gross income do you spend on childcare?	Percentage
1	Less than 5%	21%
2	Between 5% and 10%	9%
3	Between 10% and 15%	24%
4	Between 15% and 20%	18%
5	Between 20% and 25%	6%
6	Between 25% and 30%	12%
7	Over 30%	12%

	Total	34

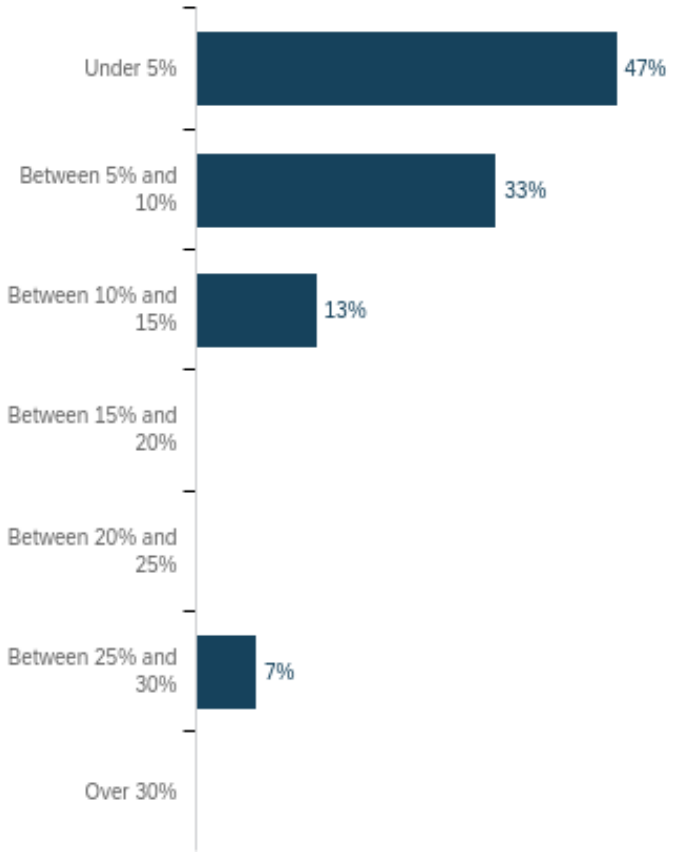
Q34 - For your children aged between 6 and 18, how much do you pay per child for childcare in a typical week?

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged between 6 and 18, how much do you pay per child for childcare in a typical week?	1	7	2	1	2	17

#	For your children aged between 6 and 18, how much do you pay per child for childcare in a typical week?	Percentage
1	Under $150	41%
2	Between $150 and $299	35%

3	Between $300 and $449	18%
4	Between $450 and $599	0%
5	Between $500and $749	0%
6	Between $740 and $999	0%
7	Over $1000	6%
	Total	17

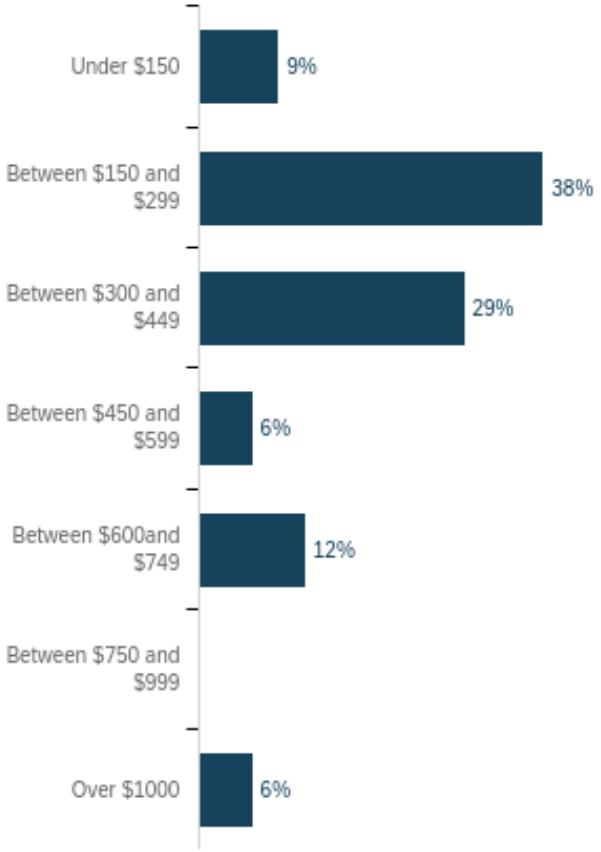
Q35 - For your children aged between 6 and 18, what percentage of your annual gross income do you spend on childcare?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged between 6 and 18, what percentage of your annual gross income do you spend on childcare?	1	6	2	1	2	15

#	For your children aged between 6 and 18, what percentage of your annual gross income do you spend on childcare?	Percentage
1	Under 5%	47%
2	Between 5% and 10%	33%
3	Between 10% and 15%	13%
4	Between 15% and 20%	0%
5	Between 20% and 25%	0%
6	Between 25% and 30%	7%
7	Over 30%	0%
	Total	15

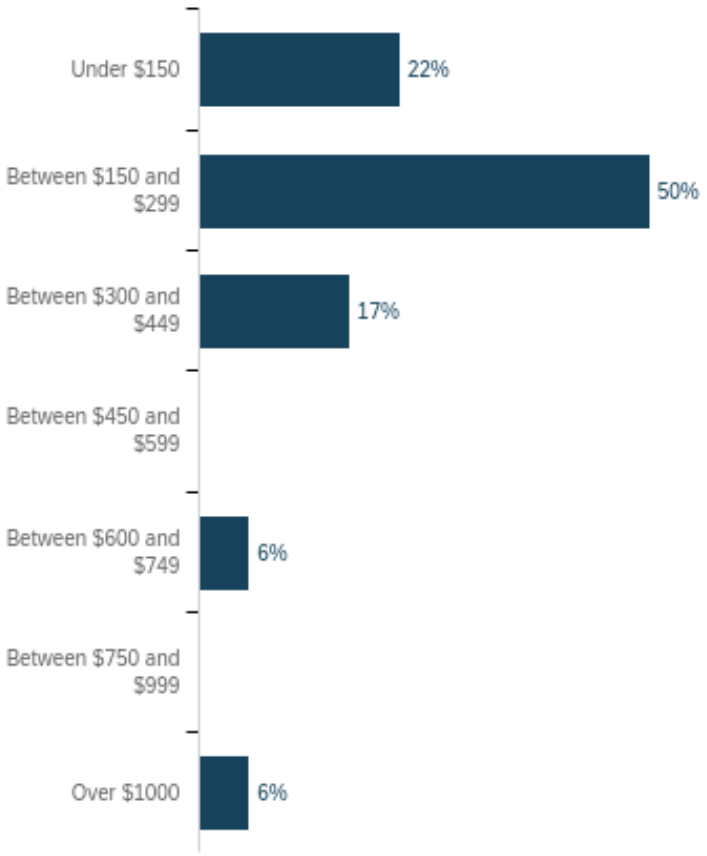
Q36 - For your children aged 5 or younger, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged 5 or younger, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?	1	7	3	1	2	34

#	For your children aged 5 or younger, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?	Percentage
1	Under $150	9%
2	Between $150 and $299	38%
3	Between $300 and $449	29%
4	Between $450 and $599	6%
5	Between $600and $749	12%
6	Between $750 and $999	0%
7	Over $1000	6%
	Total	34

Q37 - For your children aged between 6 and 18, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?

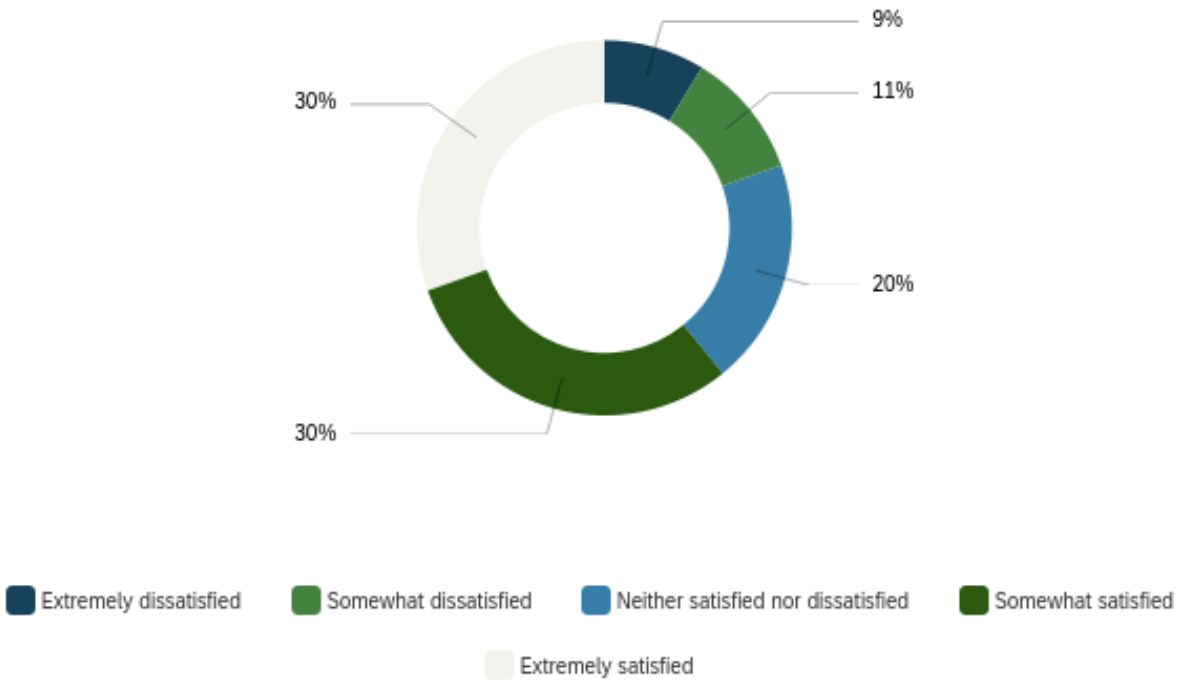


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged between 6 and 18, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?	1	7	2	1	2	18

#	For your children aged between 6 and 18, what is the maximum rate per week, per child, that you are willing to pay if a new, high-quality childcare facility opened in your community?	Percentage
1	Under $150	22%
2	Between $150 and $299	50%
3	Between $300 and $449	17%
4	Between $450 and $599	0%
5	Between $600 and $749	6%
6	Between $750 and $999	0%
7	Over $1000	6%

	Total	18

Q38 - How satisfied are you with the quality of childcare you are currently using?

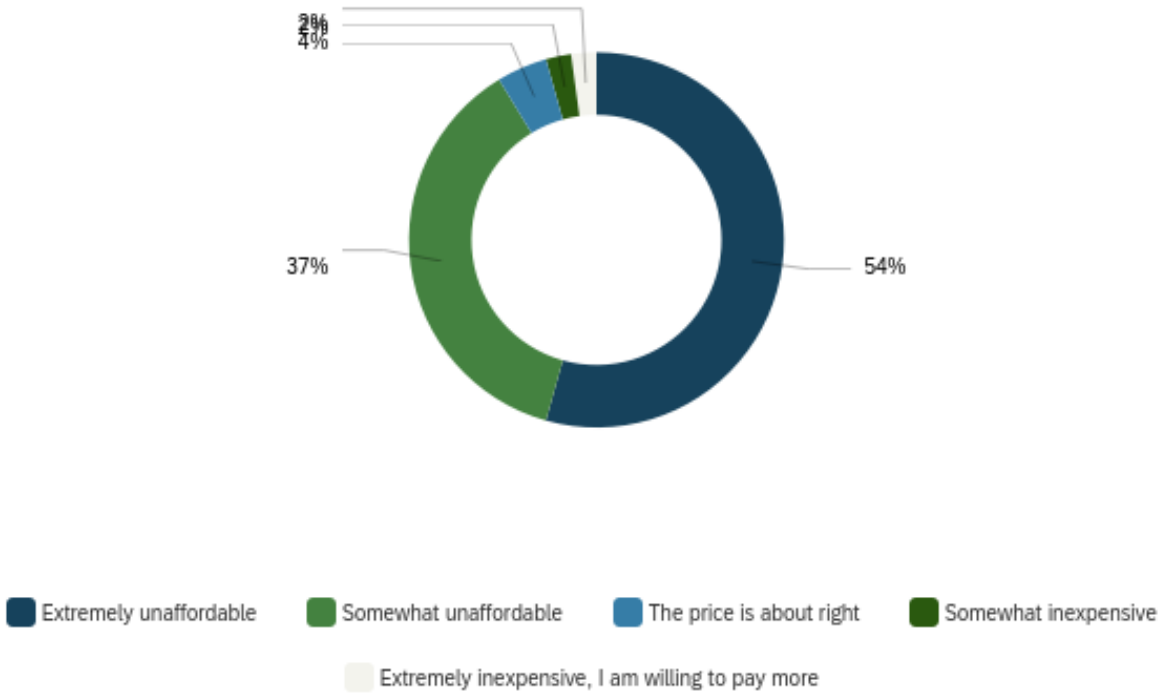


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	How satisfied are you with the quality of childcare you are currently using?	1	5	4	1	2	46

#	How satisfied are you with the quality of childcare you are currently using?	Percentage
1	Extremely dissatisfied	9%
2	Somewhat dissatisfied	11%
3	Neither satisfied nor dissatisfied	20%
4	Somewhat satisfied	30%
5	Extremely satisfied	30%

	Total	46

Q39 - What is your perception of the cost of childcare in our community?

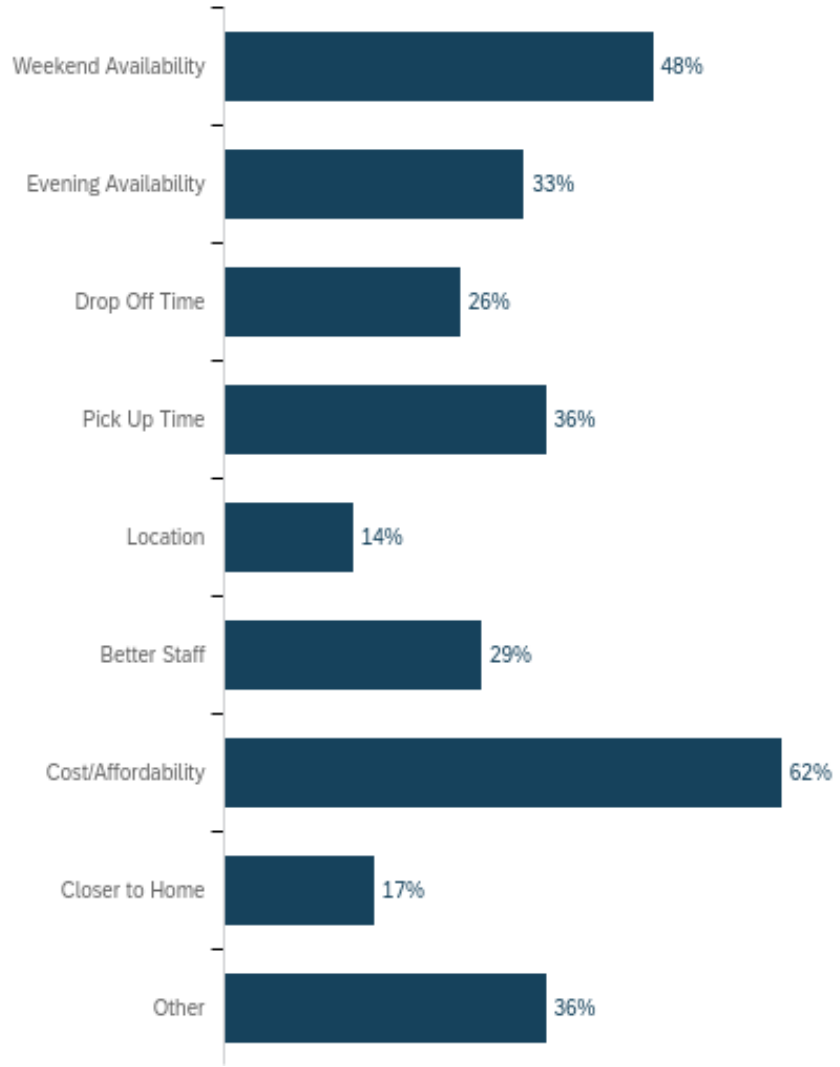


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	What is your perception of the cost of childcare in our community?	9	13	10	1	1	46

#	What is your perception of the cost of childcare in our community?	Percentage
9	Extremely unaffordable	54%
10	Somewhat unaffordable	37%
11	The price is about right	4%
12	Somewhat inexpensive	2%
13	Extremely inexpensive, I am willing to pay more	2%

	Total	46

Q40 - Would you like to change any of the following about your current childcare situation (check all that apply)?



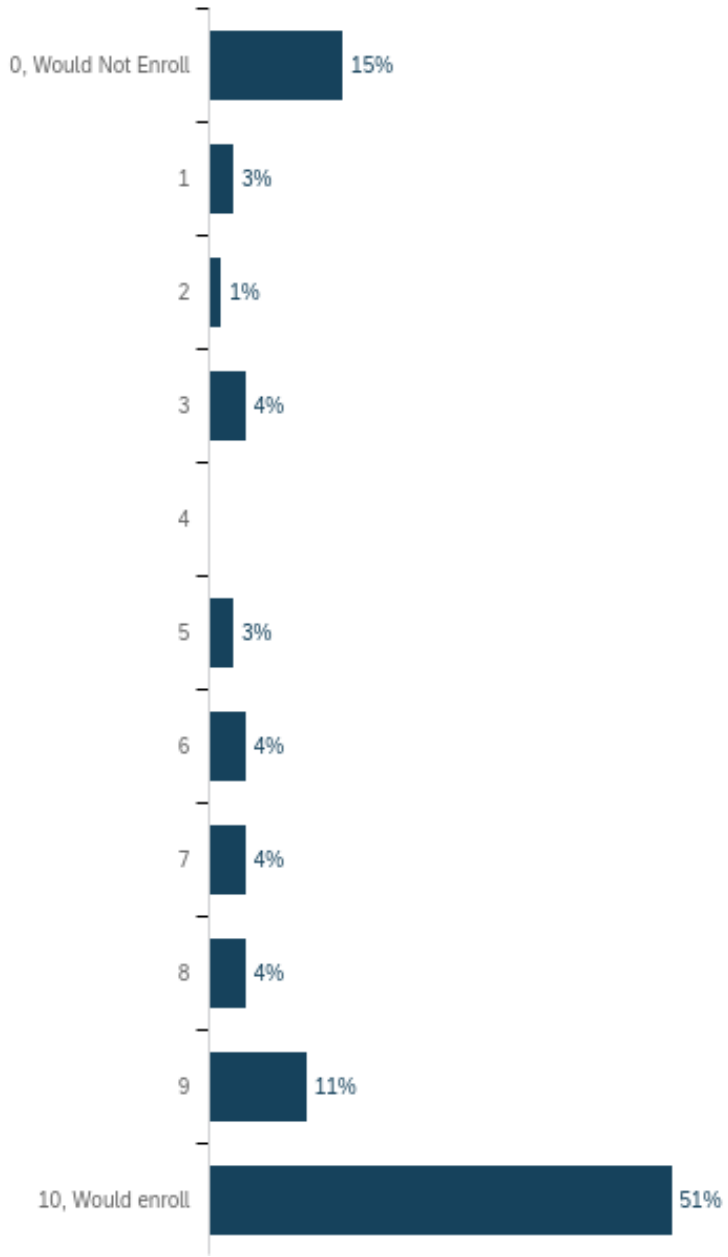
#	Would you like to change any of the following about your current childcare situation (check all that apply)? - Selected Choice	Percentage
1	Weekend Availability	16%
2	Evening Availability	11%
3	Drop Off Time	9%
4	Pick Up Time	12%
5	Location	5%

6	Better Staff	10%
7	Cost/Affordability	21%
8	Closer to Home	6%
9	Other	12%
	Total	126

Q40_9_TEXT - Other

Other - Text
This is not about what I want for my child, as we are now in school and things are better. But ages 0-5 there is so little availability- no matter how much money you have to spend. Infant childcare is about 20-30 licensed spots total for the whole county. My family is fine now, but families with young children are in a desperate situation
Too many kids for teacher ratio
holiday hours
None
Holiday availability (summer, Xmas, etc)
The ability to get into childcare after being on the waiting list for over two years that
More options especially for early childhood ages during school breaks
flexbility to fit my work schedule
Provide food
MorRe options and availability
Hispanic only
Days off, states they follow the district calendar but there are more days off then I have PTO
Availability- most have waitlists
Holiday/non-school availability

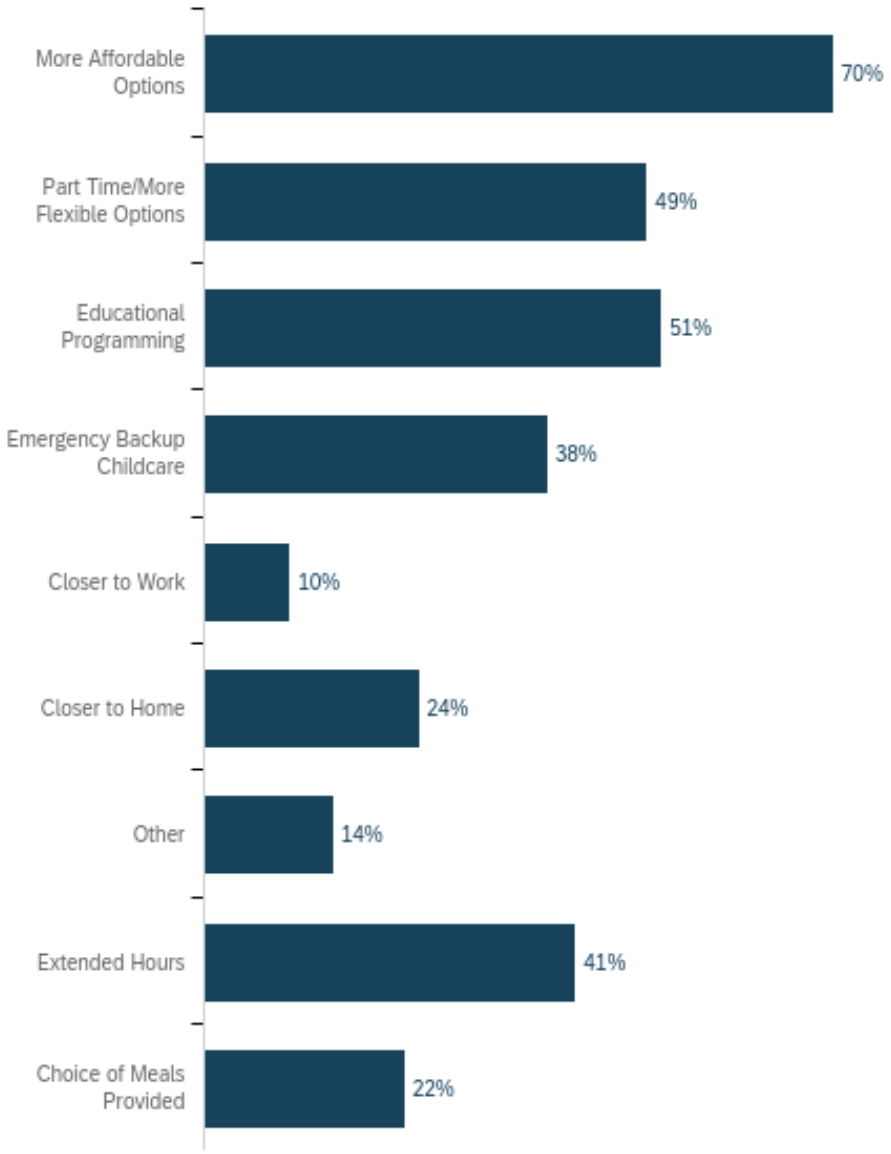
Q41 - Please rate your interest in a new, high-quality childcare facility in our community, assuming reasonable cost and location?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Please rate your interest in a new, high-quality childcare facility in our community, assuming reasonable cost and location?	29	39	36	4	14	74

#	Please rate your interest in a new, high-quality childcare facility in our community, assuming reasonable cost and location?	Percentage
29	0, Would Not Enroll	15%
30	1	3%
31	2	1%
32	3	4%
33	4	0%
34	5	3%
35	6	4%
36	7	4%
37	8	4%
38	9	11%
39	10, Would enroll	51%
	Total	74

Q42 - Which of the following would encourage you to use childcare facilities in our community (select all that apply)?



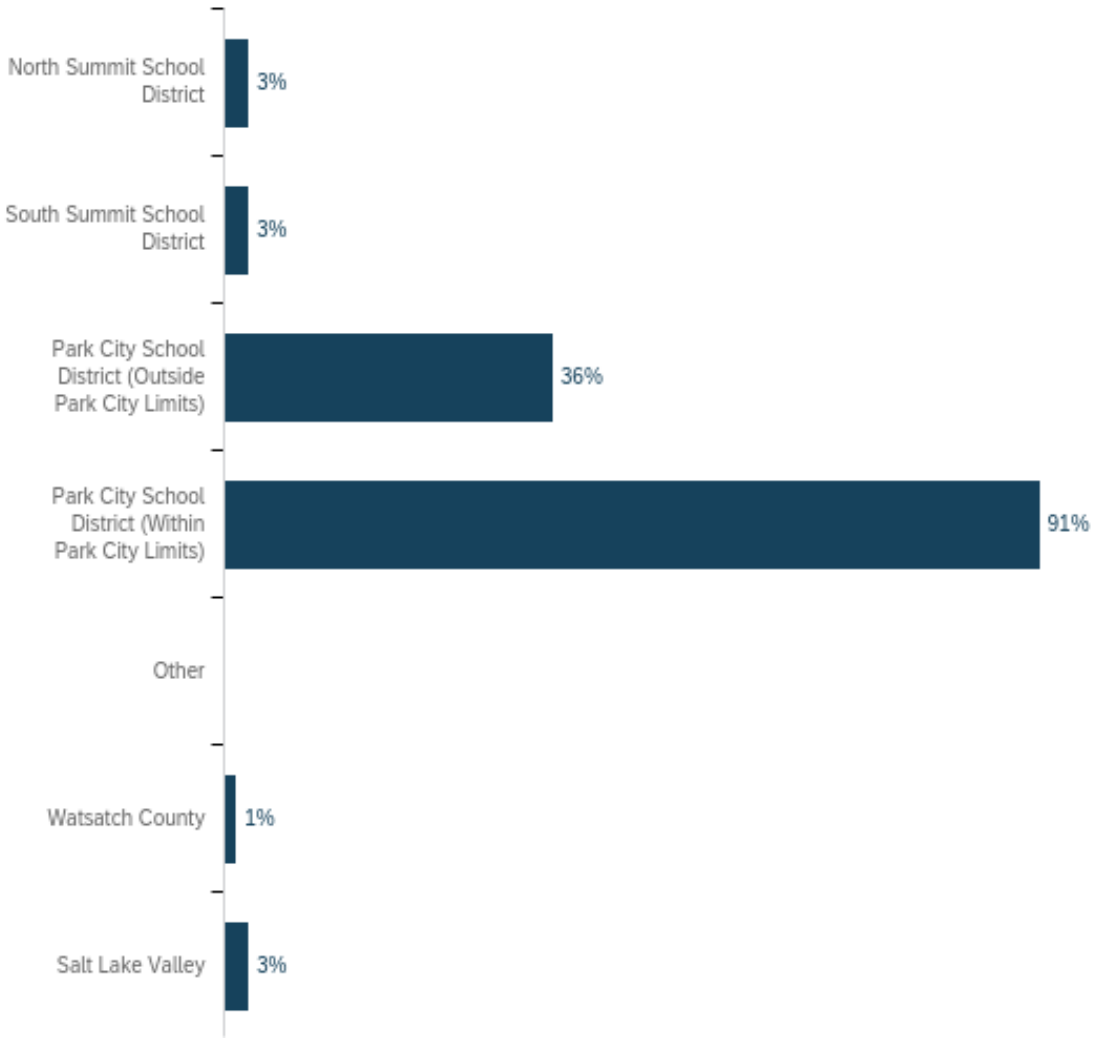
#	Which of the following would encourage you to use childcare facilities in our community (select all that apply)? - Selected Choice	Percentage
1	More Affordable Options	22%
3	Part Time/More Flexible Options	15%
4	Educational Programming	16%
5	Emergency Backup Childcare	12%
6	Closer to Work	3%
7	Closer to Home	7%
8	Other	4%
9	Extended Hours	13%

10	Choice of Meals Provided	7%
	Total	201

Q42_8_TEXT - Other

Other - Text
Summer and school break care
I would use any child care that I could get into with my kid
We no longer need this service but did when the children were younger.
Transportation from schools
Good Staff
n/a
No longer need it. But did.
Inclusivity
Better education options and outside time

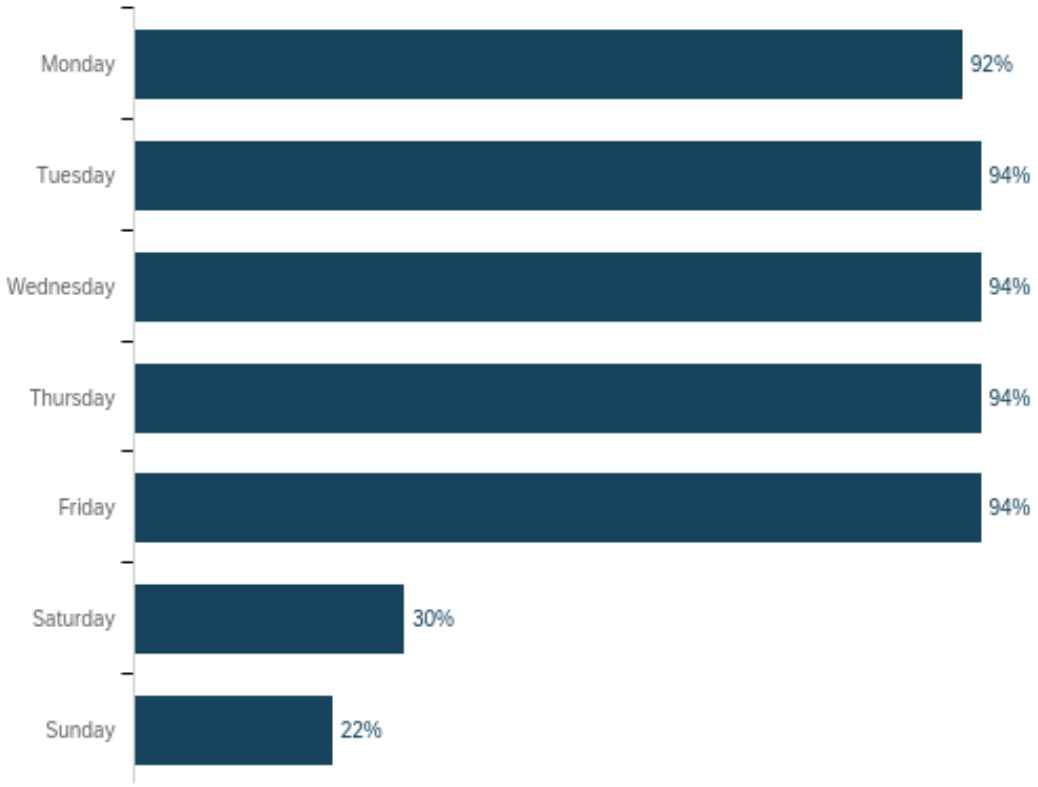
Q43 - What location do you prefer for a childcare facility (check all that apply)?



#	What location do you prefer for a childcare facility (check all that apply)? - Selected Choice	Percentage
1	North Summit School District	2%
3	South Summit School District	2%
4	Park City School District (Outside Park City Limits)	27%
6	Park City School District (Within Park City Limits)	66%
8	Other	0%
11	Watsatch County	1%
12	Salt Lake Valley	2%
	Total	101

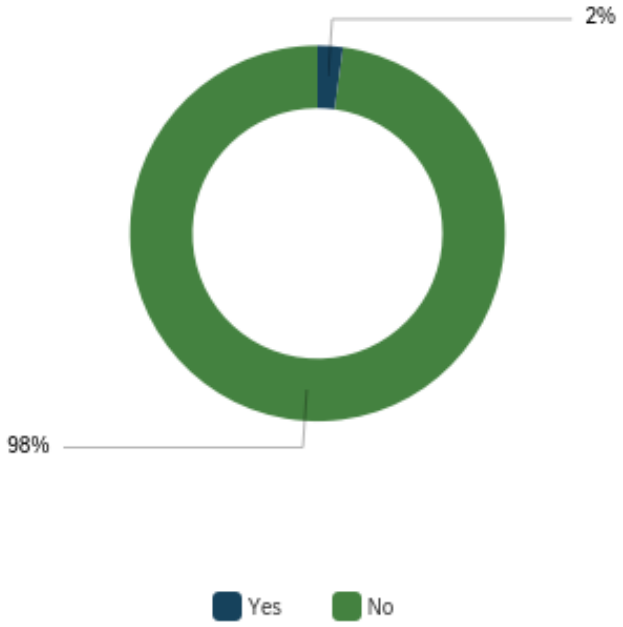
Q43_8_TEXT - Other
Other - Text

Q44 - What days do you need childcare? Check all that apply:



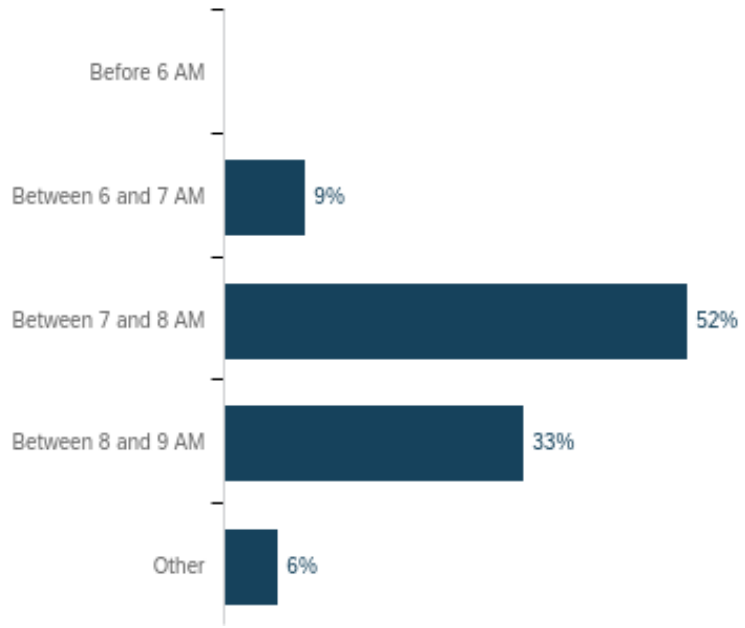
#	What days do you need childcare? Check all that apply:	Percentage
9	Monday	18%
10	Tuesday	18%
11	Wednesday	18%
12	Thursday	18%
13	Friday	18%
14	Saturday	6%
15	Sunday	4%
	Total	260

Q45 - Does your family currently use the childcare subsidy that is offered by the Utah Department of Workforce Services, Office of Child Care (for information about this subsidy, visit: https://jobs.utah.gov/customereducation/services/childcare/)?



#	Does your family currently use the childcare subsidy that is offered by the Utah Department of Workforce Services, Office of Child Care (for information about this subsidy, visit: https://jobs.utah.gov/customereducation/services/childcare/)?	Percentage
9	Yes	2%
10	No	98%
	Total	46

Q46 - For your children aged 5 and under, what time do you need childcare services to begin?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged 5 and under, what time do you need childcare services to begin? - Selected Choice	10	13	11	1	1	33

#	For your children aged 5 and under, what time do you need childcare services to begin? - Selected Choice	Percentage
9	Before 6 AM	0%
10	Between 6 and 7 AM	9%
11	Between 7 and 8 AM	52%
12	Between 8 and 9 AM	33%
13	Other	6%
	Total	33

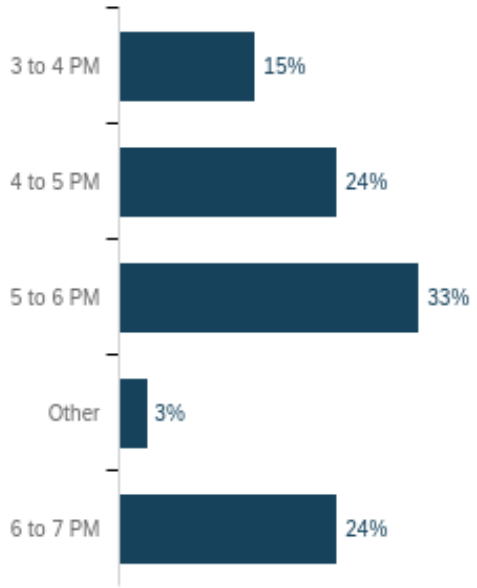
Q46_13_TEXT - Other

Other - Text
🕒

97

24/7/365

Q47 - For your chidren aged 5 and under, what time do you need childcare services to end?



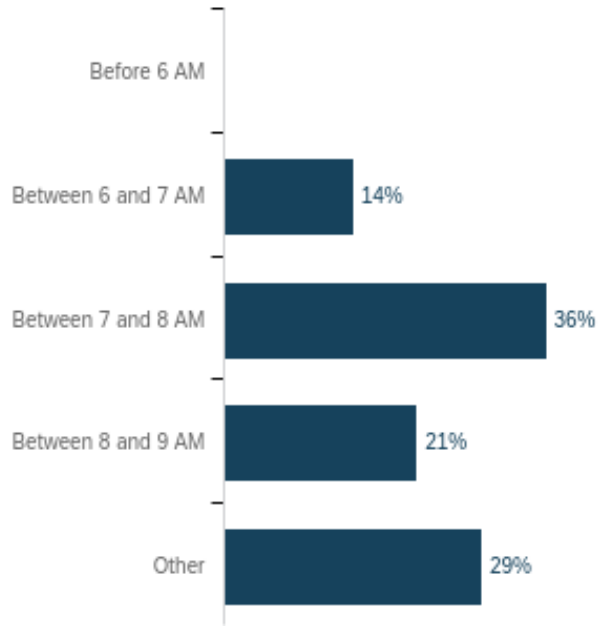
#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your chidren aged 5 and under, what time do you need childcare services to end? - Selected Choice	9	16	12	3	7	33

#	For your chidren aged 5 and under, what time do you need childcare services to end? - Selected Choice	Percentage
9	3 to 4 PM	15%
10	4 to 5 PM	24%
11	5 to 6 PM	33%
13	Other	3%
16	6 to 7 PM	24%
	Total	33

Q47_13_TEXT - Other

Other - Text
24/7/365

Q48 - For your chidren aged between 6 and 18, what time do you need childcare services to begin?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your chidren aged between 6 and 18, what time do you need childcare services to begin? - Selected Choice	10	13	12	1	1	14

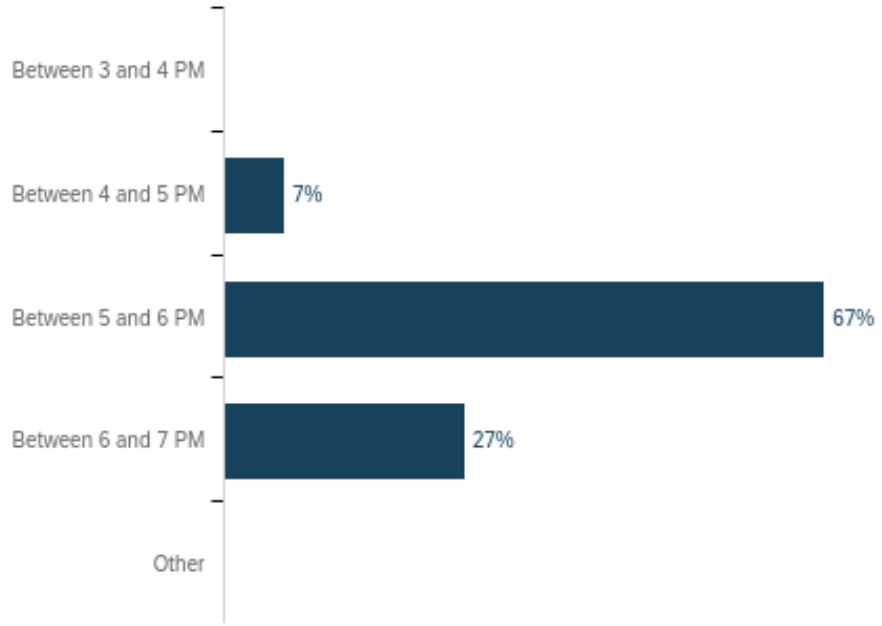
#	For your chidren aged between 6 and 18, what time do you need childcare services to begin? - Selected Choice	Percentage
9	Before 6 AM	0%
10	Between 6 and 7 AM	14%
11	Between 7 and 8 AM	36%
12	Between 8 and 9 AM	21%

13	Other	29%
	Total	14

Q48_13_TEXT - Other

Other - Text
afterschool
Afterschool only
After school care

Q49 - For your children aged between 6 and 18, what time do you need childcare services to end?

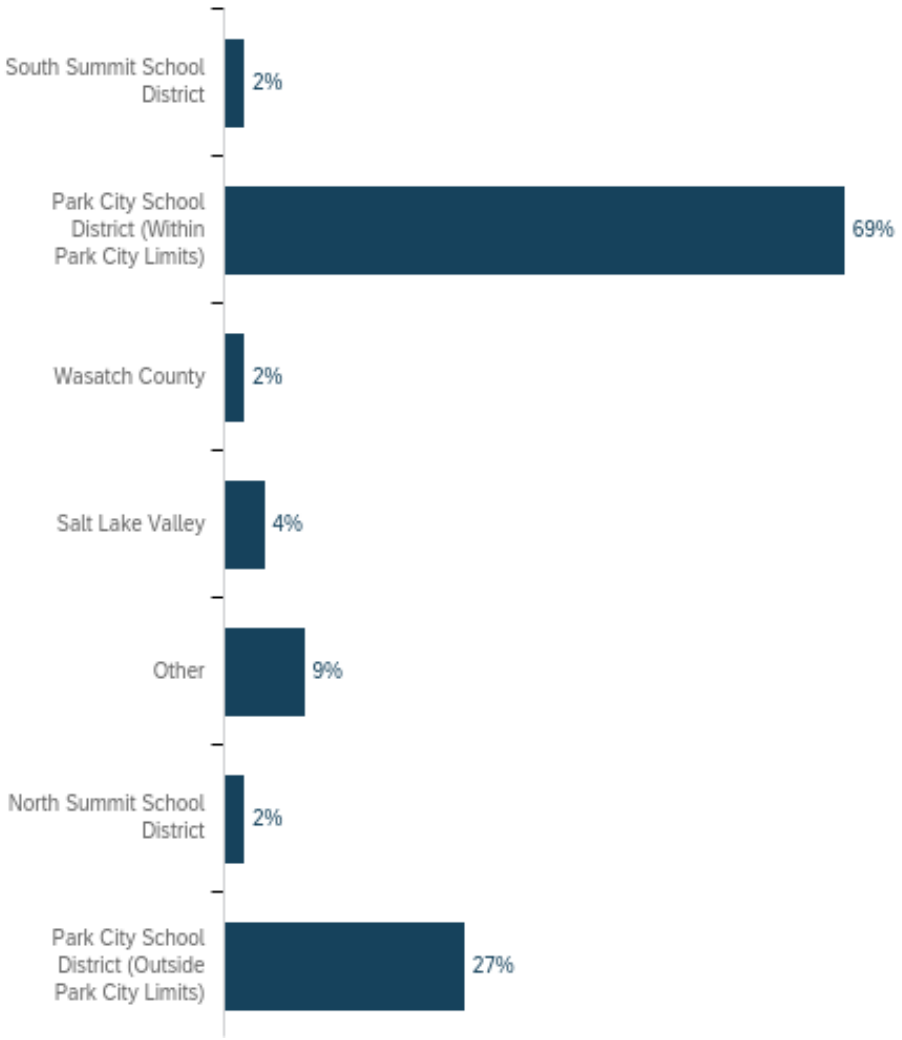


#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	For your children aged between 6 and 18, what time do you need childcare services to end? - Selected Choice	10	12	11	1	0	15

#	For your children aged between 6 and 18, what time do you need childcare services to end? - Selected Choice	Percentage
9	Between 3 and 4 PM	0%
10	Between 4 and 5 PM	7%
11	Between 5 and 6 PM	67%
12	Between 6 and 7 PM	27%
13	Other	0%
	Total	15

Q49_13_TEXT - Other
Other - Text

Q50 - What is the location of your current childcare provider (select all that apply)?

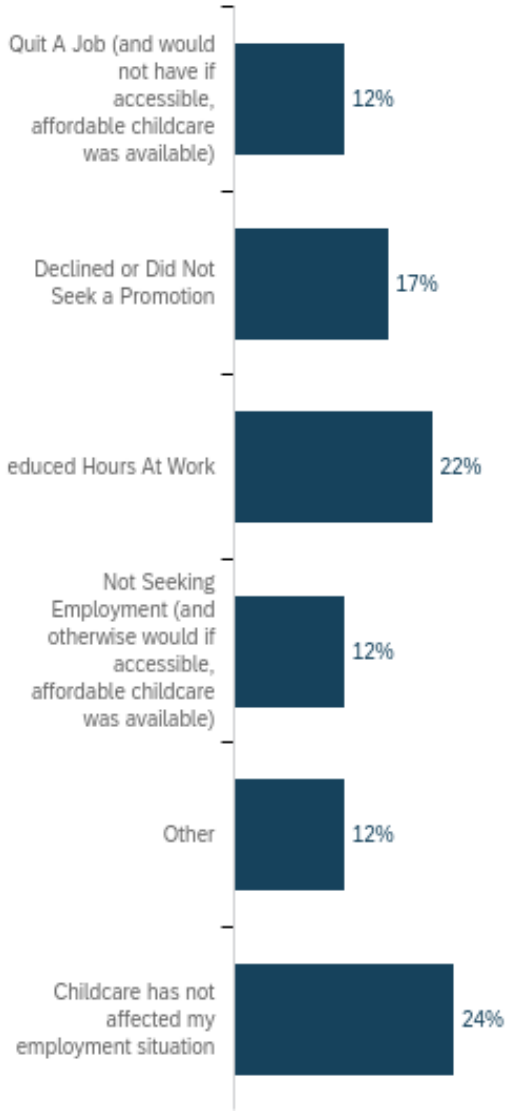


#	What is the location of your current childcare provider (select all that apply)? - Selected Choice	Percentage
1	South Summit School District	2%
2	Park City School District (Within Park City Limits)	60%
3	Wasatch County	2%
4	Salt Lake Valley	4%
5	Other	8%
7	North Summit School District	2%
8	Park City School District (Outside Park City Limits)	23%
	Total	52

Q50_5_TEXT - Other

Other - Text
at home
Home
Friends in Park City
Texas

Q51 - Have childcare issues caused any of the following employment situations for you or your spouse/partner/co-parent?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Have childcare issues caused any of the following employment situations for you or your spouse/partner/co-parent? - Selected Choice	1	10	7	3	11	41

#	Have childcare issues caused any of the following employment situations for you or your spouse/partner/co-parent? - Selected Choice	Percentage
1	Quit A Job (and would not have if accessible, affordable childcare was available)	12%
2	Declined or Did Not Seek a Promotion	17%
7	Reduced Hours At Work	22%
8	Not Seeking Employment (and otherwise would if accessible, affordable childcare was available)	12%
9	Other	12%
10	Childcare has not affected my employment situation	24%
	Total	41

Q51_9_TEXT - Other

Other - Text
If we can't get into a child care for a second kid, we are going to have to look at options such as quitting our jobs
More stressful
I hate working
We are lucky to have 5 days a week covered, but not having care during the pandemic greatly affected my mental health during the pandemic and even with care we feel very stressed because there has been so much sickness this year. It has been very difficult to keep up with work.
Live/work out of state for childcare and employment part of the time

Q52 - Please share any additional thoughts you have regarding access to childcare and early education in our community.

Please share any additional thoughts you have regarding access to childcare and early education in our community.
Seria perfecta si hubiese un lugar como el de school redness, de Holycross. Donde sabemos que están muy bien cuidados pero a la misma vez aprendiendo académicamente! Gracias 🙏

No one solution seems to fix the problem. Due to limited space or hours, we ended up needing to use three different care providers when using childcare in Summit County.

PCSD closed the faculty/staff daycare program of more than 40 years duration. This program served faculty and staff members with young children. This exemplifies poor leadership in an area and by an organization that should be leading the way in childcare!

This survey was designed to only seek self interest responses. Just because we managed to find a way to age 7, and now have school and aftercare, doesn't mean that I don't think the community desperately needs more options. Especially ages 0-2, and more extended hours for ages 3-5. And physically located out of park city proper (you try driving your kid into the prospector area at 8 am in the winter to drop off for daycare, and still get to work on time). Kimball junction has nothing. Quinn's junction-more nothing. Affordable is certainly an issue, but before you can tackle affordable, you just need to have something. Anything. I put my name on waitlists for daycare in PC and SLC when I was 12 weeks pregnant. Some places called when my kid was 2 telling me they had a spot. We probably need 5x the number of current spots to fit the community need. Hours need to be adequate to cover 8 hour workday (and this still only somewhat helps the many people who work non 8-5 hours).

As I work at a nonprofit assisting people in crisis and need in Summit and Wasatch counties, my experience has been that there are many parents (particularly single parents) who are very limited by a lack of affordable childcare. It impacts their ability to work and to provide for their families. It is a huge barrier for many of our applicants needing financial assistance.

My husband and I have opposite schedules and only one child who is old enough to be gaining more independence now. We've been able to manage with our current resources and flexible work schedules.

I'm stuck between wanting to take care of my children and wanting to work. There's no affordable childcare and if there is they're normally too many kids per teacher or they have a waiting list for months or even years. A babysitter costs the same or more than what I would get paid in a regular job.

Though I am not seeking childcare myself, I've heard through anecdotes, KPCW, and nonprofit professionals that there is a long waitlist for available slots for people living/working in PC.

We have to increase the access and lower the costs, which will require govermental involvement.

Young families are being forced to move from Park City due to the lack of affordable child care.

My oldest grandchildren attended PCTots starting when they first opened their doors. I signed them up the moment PCTots was offering spaces. Since then, my younger grandson has been on their waiting list for 2 years. He has also been on the waiting list for 2 years at Alpine Adventures and the PCHigh School daycare (which has subsequently closed). Other options are extremely expensive ie. nanny, Soaring Wings, Little Miners, and they don't offer a complete day for parents who work a full time 8-5 job.

My kids are now in full time school but we are left scrambling during summer break and long school breaks. Very limited camp options, almost all are week to week, especially hard to find full day… super expensive and getting a place in one is a competitive sport and nearly impossible—especially to get two kids of different ages into the same ones/same schedules. We would use some kind of childcare during the summers and school breaks.

We currently enroll our 2 daughters at an after school program at school that allows both my wife and I to keep and work in our full time jobs. This program as I understand has a waiting list and could facilitate with more funding, more children. Previous to being in the public school system, we did use local childcare (PC Tots and Alpine Adventurers). They were both fantastic. The latter was pricey but still had issues keeping steady staff. The former was great too and as I understand has a hard time keeping staff. Providing a subsidy or otherwise facilitating more childcare options within the community would go a great way to keeping people living here, and allowing those that commute in, to have a place to safely drop their children off, assisting with creating wealth and security, however little or great for a segment of the community that is in desperate need.

More affordable options are needed for children of school employees, city staff, and resort/hospitality employees. The childcare programs need to pay their staff well and provide a safe and educational environment with access to outdoor activities.

Childcare is very expensive and hard to find according to my daughter and friends with grandchildren in the area. If you have a school age child, there are after school programs that are reasonable but need to be expanded to include holiday periods. Summer programs are expensive and again hard to get into.

We have a fantastic childcare situation, but SO many of our friends and contacts are struggling to find spots at all, or to find affordable spots. I have heard of families driving to Salt Lake to drop kids at childcare and then coming back up to PC to work. WILD.

I think it's a major factor in why people like me are deciding not to have children which is really sad.

Finding adequate childcare in this community has been extremely difficult, our child has been on the waiting list for two years for four separate daycare facilities, one of which ended up closing down. We can't compete with the individuals who can afford nannies in this town but we also can't get into childcare because of the extensive waiting lists.

Although we now have our two children in elementary school and are able to access and afford the afterschool program, we are incredibly supportive of government-subsidized childcare for our community members. We are relatively high-wage earners with advanced degrees, but childcare was expensive for us when the children were little. I'm unsure how others manage, and a community can judge itself by how it cares for its youngest members. Strong families lead to strong communities. Thank you for leading this important work.

Please prioritize more and more affordable options for the community.

My experience with this is volunteering in public school systems for over 25 years many here in PC. Then listening to the parents of who my child babysat. Childcare workers, facilities, and education should be supplemented by public funding. When my own children were young I started a business in my home, stayed up most nights working because factoring in childcare costs for multiple children - I made more working from home. Thankfully, I had a education behind me that allowed for that choice. Most who work in the daily jobs needed to keep all of our lives going don't have the choices I did. Teachers also need to be payed more. Having volunteered in public schools for over 25 years I have witnessed how amazing that are and under supported. Most have masters degrees and should not have to go to a second job to make ends meet! Lack of support and education for children will impact all our lives in a negative way.

It is hard to find preschool options that cover a full workday here in park city. I would love to enroll my son in the park city 3 yo preschool program, but 2 days a week is not much time in school, and leaves me still needing full time childcare due to the hours it operates. If they could offer 3 days a week it would help be able to offset the cost of other childcare.

Please provide more options. It's extremely challenging for so many locals. With all the new Covid move ins, and their money- the demand only grows for childcare needs, but the costs and hours are out of balance with the needs.

All group care programs should require children to be vaccinated fully, with the only exceptions being medical conditions.

Not enough access to summer camps

I would need to know that my child is in good hands as I have worked at childcare places where the some of the staff has lacked the patience among other important things in order to work with children.

Childcare is a parental responsibility. Govt tax fund should not be used to provide free childcare Education is a community responsibility That is different than childcare

I am a grandparent who assists with childcare for my three grandchildren. Two live in the SLC area and have access to childcare which is much more affordable and has operating hour more realistic for full-time working parents. My daughter here in PC is a business owner and has to supplement her very expensive childcare, to cover short hours and many closed days. For most working parents in PC childcare is totally unaffordable.

I feel like I've been very fortunate to even find a spot at a childcare location, so I'm a lucky one. If this community wants to stay a true community with families, there needs to be more options and ones that are affordable. Subsidies would help but also ensuring our teachers/community workers have accessible options without getting placed on a waitlist 20 kids deep needs to be a priority.

PC Tots and PC Tots Too fill a gap providing affordable childcare. I believe we need more affordable childcare options in our community as well as pre-school and school options to fill the gap.

I don't think we need to have preschool in the already crowded schools. There are plenty of options outside of the school

Although I do not have a child of my own yet, many of my coworkers experience issues related to the affordability of childcare or ease of finding support when they or their child are sick last minute.

We need quality childcare so mothers can work. Utah makes life miserable for working mothers with odd school hours that don't match work obligations and incessant demands for random volunteering. Federal Reserve Chairman Jerome Powell says

it is workforce limits that is key to keeping inflation high, via the 55% of PCE that is services X housing. Not supporting women is only making inflation both worse and more long lasting. Total mis-management.

I have 5 children, why should I be paying for childcare? I'd like to have more children but need more gov't assistance

Would love to see a childcare option that does not follow a district calendar. Being a working parents that is not suitable for either of our schedules. There are options for such daycare but we have been on the waitlist for almost 2 year at this point. The need is here in the community but the supply is not there.

State or county subsidies should be available for low income people in need of childcare. Early preschools would help. Utah doesn't provide enough support for any public school or childhood education, including childcare. It should be a priority. Utah is being very shortsighted.

I don't have children myself, however I have many friends in Park City that have small children (not yet elementary school age) and struggle to find childcare. Most options are full and not taking new enrollment and all are extremely costly. I hear about this challenge all the time from friends and co-workers that consider leaving their job due to childcare challenges and would be very interested to have another option available in our community.

More scholarships spots for kids at PC tots.

My husband recently lost our childcare and are now both working part time to keep my child at home. Our childcare options are so expensive in this town that it's not worth us working full time. We are now living on an extreme budget. It's stressful each month to pay bills.

I am not sure why the local government should be subsiding child care. Private sector wages need to rise to allow parents to pay for childcare, or private employers need to subsidize child care costs. Why are taxpayers subsidizing profitable private sector employers?

I didn't need childcare until my son was at McPolin Elementary. While prices have increased, I still find the $350/mo affordable. The biggest challenge is summertime. In order to get into programs (after school, summer camps, etc.) you need to make it a full priority. I wake up early to make the on-line registrations. I speak to counselors and program directors ahead of time so they know of my interest. Some times it feels like an all day activity to get there. I would love if afterschool programs and summer camp programs could expand. However, I have an older child. I know it's different with smaller children.

The County and City need to find a way to ensure that every child in Summit County has access to high quality safe and affordable child care.

There is a huge need for affordable childcare in our community! My daughter has been unable to get into any childcare center that we can afford. My husband had to stay at home for the first 2 years of her life because we couldn't afford the childcare that was available. It has a huge impact on our community.

Both are necessary if we want Park City to be a place for families. Otherwise, we are a vacation town with transients.

My grandchildren are in daycare. It is very expensive and there is pressure to get on a list ASAP.

Any and all funds that can help parents find quality, affordable care for their children so they can work is advisable. Maybe Summit County could create incentives for Child Care businesses or partner with corporate entities like Deer Valley and Park City Ski Resorts to create the needed child care facilities and staff.

We are ready to start a family and the cost of childcare and availability is extremely challenging. If we are unable to find childcare then one of us will need to quit our jobs which then would make us unable to afford our mortgage. We do earn sufficient income but we live in a one bedroom condo and we can't afford a two bedroom home (starting around $3,000) and childcare which is over $1200 per month. It's extremely difficult to afford to live in park city and raise a family in park city.

I would be willing to pay more in taxes for a subsidized child care option for Park City residents and/or teachers at our district. We need to attract good teachers and offering free or subsidized child care is a great option. We have no options in Park City and many parents have had to get creative.

No taxes for 70 year Olds on Social security

the question asking if I am a householder or living in a house is inappropriate. Our house is held by a trust. We are all a part of it. Childcare is very difficult to find and affordable childcare is not existent.

Very difficult to find baby sitters and if you do very expensive. Concerned about shortage of day care and pre school availability and the high cost in Park City area.

Inclusivity. We don’t need more facilities that don’t care who the next generation is.

Our childcare needs have not kept pace with the growth of our community-plain and simple.

We desperately need more options for high quality, flexible care.

My answers are reflective of my current situation - two children in school. However one of the reasons I would not have any more children is the lack of affordable childcare in Park City. When my youngest was still in care it was over $1000 a month for just one child. When both my children were in care I was paying at a minimum double that. As a single mom that was a huge amount of my income that was crippling.

Wait lists for daycares in the Park City area are too long. I put in for a spot for my child before any of my immediate family knew I was having a baby because I was so worried I would not have childcare when I had to go back to work to the University of Utah.

We are lucky because we have close proximity to a high quality affordable childcare center near our home and work. Many of my friends have been trying to find care for their babies for almost a year. If they can find a spot, they can’t afford it. I love my kids teachers, but I see the stress it puts o them in the winter to commute in bad weather and spend hours stuck in traffic. I hope we are making it worth their while to continue to work up here and hope there will be more affordable housing options soon. I think the state, or city and county need to step up and help address this issue, but don’t see a lot desire from elected officials to address this issue.

Unaffordable, several viable options closed out without community support, quality educators moved, irreplaceable resources left this community, rents and cost of operating facilities make it economically impossible to create new early childcare centers in Park City

Childcare is not only unaffordable, but the ones available are also less than ideal from a staffing standpoint. If we make $180k per year and find it unaffordable, I cannot imagine what most of the employees that keep Park City operating are doing making half of that. It would be amazing for Park City to offer its own City/county daycare for district employees (speaking on behalf of friends in the district system) and for subsidies to be offered for those that cannot afford it. The district pre-schools being expanded would help tremendously and pressure should be applied to the resorts to offer childcare to their employees as well.

Attachment 5: Demand Model

Childcare Supply and Demand Summary

2022 by Age Cohort	<5	5-9	10-14	15-19
	193	112	135	0
2022 Total Resident Childcare Demand	440			
2032 by Age Cohort	<5	5-9	10-14	15-19
	228	177	121	0
2032 Resident Childcare Demand	526			
	<5	5-9	10-14	15-19
New Demand from 2022 to 2032	35	65	-14	0
10 YR Resident Demand Increase 2022 to 2032	86			

2022 Imported Labor by Age Cohort	<5	5-9	10-14	15-19
2022 Imported Labor Demand	40	0	0	0
Total Imported Labor	40			
2032 Imported Labor by Age Cohort	<5	5-9	10-14	15-19
2032 Imported Labor Demand	47	0	0	0
Total Imported Labor	47			
New Demand from Imported Labor 2022 to 2032	7	0	0	0
10 YR Imported Labor Demand Increase 2022 to 2032	7			

Total Demand 2022	480
Total Demand 2032	573
10 Year Demand 2022 to 2032	93

2022 Infant Care	<2	2-<5	<5
Infant Care is a subset of the <5 Age Cohort Resident	125	68	193
Imported labor	28	11	40
Total 2022	153	79	233

	2022 Income Stratification				
	<5	5-9	10-14	15-19	
	233	112	135	0	
Household Income <= 30% HAMFI	36	17	21	0	0.154
Household Income >30% to <=50% HAMFI	20	9	11	0	0.084
Household Income >50% to <=80% HAMFI	16	8	9	0	0.068
Household Income >80% to <=100% HAMFI	16	8	9	0	0.069
Household Income >100% HAMFI	145	70	84	0	0.623

Child Care Supply	<5	5-9	10-14	15-19
	309	53	53	53
Total Childcare Supply	468			
Infant Care Supply	<2			
	72			

Net Surplus or Gap	-12
Infant Care Gap	-81

End Notes

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[i] Office of Childcare Advisory Committee Meeting, (May 11, 2022), available at: https://www.utah.gov/pmn/files/846161.pdf.

[ii] Email from Shelle Allinson, Information Disclosure Officer, to Kristen Schulz, Early Childhood Alliance, (November 7, 2022) in response to GRAMA request, *see* Attachment 2.

[iii] Email from Jon Collins, Research Consultant, Utah State Board of Education to Kristen Schulz, Early Childhood Alliance, (March 18, 2022).

[iv] American Community Survey, 2021: ACS 5-Year Estimates, S1101 Households and Families, available at: https://data.census.gov/table?q=Park+City+Utah&tid=ACSST5Y2021.S1101.

[v] ESRI Business Analysis data from Jeffery B. Jones, AICP, Summit County Economic Development Department, (December 2022).

[vi] ESRI Business Analysis data from Jeffery B. Jones, AICP, Summit County Economic Development Department, (October 2022).

[vii] 2020 Decennial Census, DEC Summary File 3.

[viii] Utah State Board of Education, Fall Enrollment by Grade Levels and Demographics (November 2022), available at: https://schools.utah.gov/data/reports?mid=1424&tid=4.

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[x] Data from Jeffery B. Jones, AICP, Summit County Economic Development Department, obtained from Lightcast Development, (January 2023).

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[xiv] Kem C. Gardner Policy Institute, University of Utah, Work/Life Balance Preferences: Utah Parents, Table 20, (September 2022) available at: https://gardner.utah.edu/wp-content/uploads/Family-Friendly-Sep2022.pdf.

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[xvi] https://le.utah.gov/~2022/bills/static/HB0015.html.

[xvii] NAEYC, Uncertainty Ahead Means Instability Now, Utah, (December 2022), available at: https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/our-work/public-policy-advocacy/utah_naeyc_2022_fall_survey.pdf.

[xviii] Data based on email responses from providers in response to questions by Kristen Schulz, Early Childhood Alliance, (October 2022).

[xix] E-mail from Utah Child Care Licensing, Office of Licensing, DHHS, to Kristen Schulz, Early Childhood Alliance, (January 23, 2023).

[xx] Email from Valarie Vazquez, Director, Little Adventures Children's Center, To Kristen Schulz, Early Childhood Alliance, (January 24, 2023).

[xxi] Phone conversation between Kristen Schulz, Early Childhood Alliance, and Tracy Webb, Deer Valley, January 25, 2023.

[xxii] Email from Cindy Judkins, Deer Valley Children's Programs Manager, to Kristen Schulz, Early Childhood Alliance, (January 26, 2023).

[xxiii] Park City Education Foundation, *Preschool*, available at: https://pcef4kids.org/programs/preschool.html.

[xxiv] Park City School District, The Future of Learning, https://pcfutureoflearning.pcschools.us/bond-projects/.

[xxv] https://pcfutureoflearning.pcschools.us/wp-content/uploads/2021/09/Timeline.pdf; https://www.parkrecord.com/news/summit-county/park-city-school-district-ceases-construction-on-kearns-boulevard-campus/.

[xxvi] Email from Dr. Jill Gildea, Park City School District Superintendent, to Kristen Schulz, Early Childhood Alliance, (January 28, 2023).

[xxvii] Utah State Board of Education, Fall Enrollment by Grade Levels and Demographics (November 2022), available at: https://schools.utah.gov/data/reports?mid=1424&tid=4.

[xxviii] Jane Fillion, New Data Finds Childcare Prices Continue to Rise Ahead of Midterm Elections, Outpacing Inflation & Following Decades-Long Trend of Annual Increases, First Five Years Fund, (October 12, 2022), based on information provided by the Bureau of Labor Statistics Consumer Price Index, available at: https://www.ffyf.org/new-data-finds-childcare-prices-continue-to-rise-ahead-of-midterm-elections-outpacing-inflation-following-decades-long-trend-of-annual-increases/.

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[xxxiii] Data provided by childcare providers, parents and via website review by Kristen Schulz, Early Childhood Alliance, (October 2022-January 2023).

[xxxiv] DWS Financial/SNAP/Childcare Eligibility Manual, Table 3 (effective October 1, 2022), available at: https://jobs.utah.gov/Infosource/eligibilitymanual/Eligibility_Manual.htm.

[xxxv] Office of Childcare Advisory Committee Meeting, (May 11, 2022), available at: https://www.utah.gov/pmn/files/846161.pdf.

[xxxvi] Email from Shelle Allinson, Information Disclosure Officer, to Kristen Schulz, Early Childhood Alliance, (November 7, 2022) in response to GRAMA request, *see* Attachment 4; email from Utah Open Record Portal Team, to Kristen Schulz, Early Childhood Alliance, (February 6, 2023).

[xxxvii] NAEYC, Uncertainty Ahead Means Instability Now, Utah, (December 2022), available at: https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/our-work/public-policy-advocacy/utah_naeyc_2022_fall_survey.pdf.

[xxxviii] Department of Workforce Services Office of Child Care Advisory Committee Meeting (March 9, 2023), available at: https://www.utah.gov/pmn/files/951825.pdf.

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[xlv] Email from Ann Stockham Mejia, Childcare Subsidy Manager, to Kristen Schulz, Early Childhood Alliance, (October 31, 2022).

[xlvi] First Five Years Fund, *Early Childhood Education in Utah*, available at: https://www.ffyf.org/wp-content/uploads/2022/07/FFYF_Utah_2022.pdf.

[xlvii] Holy Cross Ministries' Promotor(as) are bilingual, bicultural outreach workers help individuals navigate the complexities of the healthcare system and other social services, such as the childcare subsidy. More information is available at: https://www.hcmutah.org/promotora-outreach-program/.

[xlviii] DWS Financial/SNAP/Childcare Eligibility Manual, Table 3 (effective October 1, 2022), available at: https://jobs.utah.gov/Infosource/eligibilitymanual/Eligibility_Manual.htm.

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[lvi] Data from Jeffery B. Jones, AICP, Summit County Economic Development Department, obtained from Lightcast Occupation Snapshot Report, Q4 2022 Data Set for Childcare Workers.

[lvii] Data from Jeffery B. Jones, AICP, Summit County Economic Development Department, obtained from Lightcast Occupation Snapshot Report, Q4 2022 Data Set for Childcare Workers.

[lviii] Data from Jeffery B. Jones, AICP, Summit County Economic Development Department, obtained from Lightcast Occupation Snapshot Report, Q4 2022 Data Set for Childcare Workers.

[lix] Stanford Center on Early Childhood, *Overdue: A New Child Care System That Supports Children, Families & Providers,* (December 2022), available at: https://static1.squarespace.com/static/5e7cf2f62c45da32f3c6065e/t/63a1d9582916181ff4b729be/1671551320275/overdue_new_child_care_system_factsheet_dec2022.pdf.

[lx] Utah Department of Workforce Services, Child Care Access in Utah (March 2020), available at: https://jobs.utah.gov/occ/ccaccess.pdf.

[lxi] Brion Economics, San Mateo County Child Care Needs Assessment-2022, (November 2022), available at: file:///C:/Users/kschu/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/VA50C333/SMC%202022%20Child%20Care%20Needs%20Assess%20Final%20Report.pdf.

[lxii] This capture rate was selected by Jeff Jones after reviewing several other child care demand models.

[lxiii] Elliot Haspel, "Perspective: America is barreling toward a child care cliff," *Deseret News*, (November 20, 2022), available at: https://www.deseret.com/2022/11/20/23466194/child-care-crisis-covid-aid-omnibus-spending-bill.

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Executive
Item Type: Information
Agenda Section: STUDY SESSION

Subject:
5:15 p.m. - Break

Suggested Action:

Attachments:

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Executive
Item Type: Staff Report
Agenda Section: RECOGNITION

Subject:
Consideration to Adopt Resolution 07-2023, a Resolution Adopting May as Wildfire Awareness Month (A) Public Input (B) Action

Suggested Action:

Attachments:
Wildfire Awareness Month Staff Report
Exhibit A: Wildfire Awareness Month Resolution
Exhibit B: NIFC 2022 Annual Summary
Exhibit C: FEMA Wildfire Awareness Month

City Council Staff Communication

Subject: **2023 Wildfire Awareness Month Proclamation**
Authors: **Heinrich Deters, Mike McComb**
Departments: **Trails, Open Space, Real Estate and Emergency Management**
Date: **May 11, 2023**

Summary

Emergency Management and Trails and Open Space recommend the City Council consider proclaiming May 2023 as Wildfire Awareness Month.

Background

Wildfire is the most likely - and potentially the most dangerous - natural hazard that Park City faces. As a tourist-based economy, a devastating wildfire could not only impact thousands of homes, businesses, and industries but could have long-lasting negative environmental and economic consequences.

According to the National Interagency Fire Center, humans caused an average of 89% of wildfires nationwide in 2022, resulting in 61,429 fires burning 3,370,160 acres. See Figure 1, below.

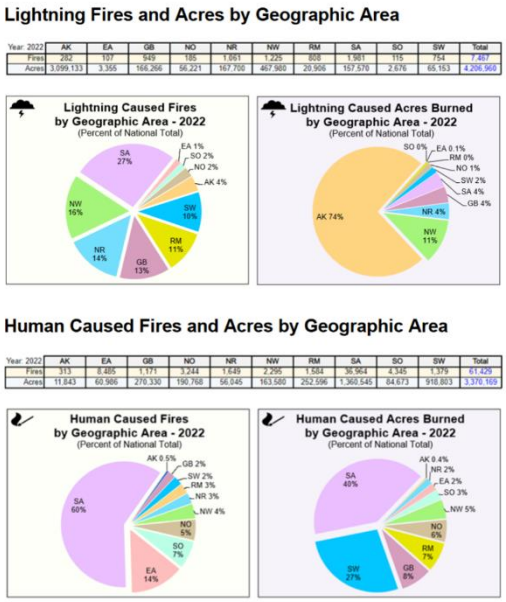

Figure 1

Nationally, there were 68,988 wildfires reported in 2022, compared to 58,985 wildfires reported in 2021. Reported wildfires consumed 7,577,183 acres nationally, compared to 7,125,643 acres in 2021. In 2022, the reported number of wildfires nationwide was noticeably higher than the 10-year average, while acres burned nationwide varied little from the 10-year average.

A total of 2,717 structures were reported destroyed by wildfires in 2022, including 1,261 residences, 1,294 minor structures, and 91 commercial/mixed residential structures.

These statistics point to a heightened need to continue to focus on reducing human-caused wildfires.

The proposed resolution language is included as **Exhibit A.**

The National Interagency Fire Center Wildland Fire Summary and Statistics Annual Report for 2022 is included as **Exhibit B** and at https://www.predictiveservices.nifc.gov/intelligence/2022_statssumm/annual_report_2022.pdf

Additional protective and preparatory measures from FEMA are included as **Exhibit C**.

Exhibits

A –Proposed Resolution Recognizing May as Wildfire Awareness Month
B - National Interagency Fire Center Wildland Fire Summary and Statistics Annual Report for 2022
C – FEMA Wildfire Preparedness Tips for Wildfire Awareness Month

Resolution No. 07-2023

A RESOLUTION ADOPTING MAY AS WILDFIRE AWARENESS MONTH

WHEREAS, Official months may be set aside to increase awareness of serious issues that affect the lives of citizens of Park City; and

WHEREAS, Attendant to such concern, it is the sense of Council to proclaim May 2023, as Wildfire Awareness Month in Park City, in conjunction with the observance of National Wildfire Awareness Month; and

WHEREAS, National Wildfire Awareness Month dedicates the entire month of May to increasing prevention and preparedness for wildfires throughout the United States; and

WHEREAS, According to the National Interagency Fire Center, humans caused an average of 89% of wildfires nationwide in 2022, resulting in 61,429 fires burning 3,370,160 acres; and

WHEREAS, A large wildfire in the Park City area could be physically and economically devasting for multiple years; and

WHEREAS, There are steps to take to prevent wildfires; from using fire-resistant building materials and creating defensible space, to following safety protocols for handling fire when camping, the community can take part in reducing the occurrence of wildfires; and

WHEREAS, The responsibility to be aware and alert belongs to everyone – including visitors, businesses, and residents in our tourism-based economy; as mobile as our lifestyles have become, everyone needs to be prepared; and

WHEREAS, It is imperative that there be greater awareness of both the prevention and preparedness of wildfires, and more must be done to increase activity at the local, State and National levels;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Park City, Utah to proclaim May 2023 as Wildfire Awareness Month in Park City.

PASSED AND ADOPTED this 11th day of May, 2023

PARK CITY MUNICIPAL CORPORATION

_____

Nann Worel, Mayor

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

City Attorney

National Interagency Coordination Center

Wildland Fire Summary and Statistics Annual Report 2022

Six Rivers Lightning Complex, California

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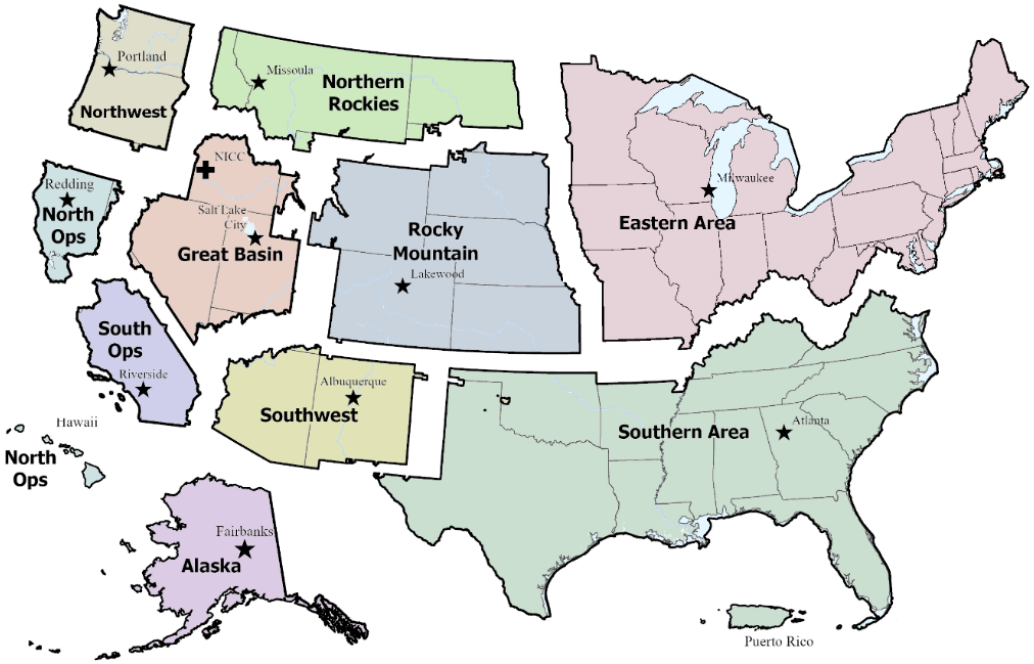
Preface

Statistics used in this report were gathered from the Situation Report and Incident Status Summary (ICS-209) programs[1]. Previous National Interagency Coordination Center (NICC) annual reports and other sources were also used in this document. The statistics presented here are intended to provide a national perspective of annual fire activity, but they may not reflect official figures for a specific agency. The statistics are delineated by agency and Geographic Area. This document and prior year annual reports are available electronically on NICC's Intelligence web page: https://www.predictiveservices.nifc.gov/intelligence/intelligence.htm

Resource mobilization statistics used in this report were gathered from the Interagency Resource Ordering Capability system (IROC), which tracks aircraft, crews, equipment, overhead, and supplies mobilized nationally. Statistics presented in this report are resources requested by any of the ten Geographic Area Coordination Centers (GACCs) and processed through NICC, apart from Incident Management Teams and Temporary Flight Restrictions[2]. Requests by FEMA are placed to NICC through Emergency Support Function (ESF) #4 (Firefighting). The resource ordering process and procedures may be found in the National Mobilization Guide. The National Mobilization Guide can be found on the NICC web site (https://www.nifc.gov/nicc/) under reference materials.

Geographic Area Coordination Centers



[1] Situation Report and ICS-209 data are considered situational and provisional, as they are reported while wildfire activity and incidents are occurring, plus they do not account for all wildland fires and their final outcomes. Some wildfires, including many that are suppressed solely by private citizens or local fire departments (not by wildland fire management agencies), are never reported to any Dispatch Center that submits Situation Report data. Additionally, ICS-209 reports are not required for the small, short duration wildfires that comprise the vast majority of overall fire occurrence annually. For official data and summary statistics, one must contact each of the individual agencies affected and refer to their final fire reports and other authoritative sources of agency-specific information.

[2] This report only tallies resource requests processed through NICC, with the exceptions of Incident Management Team mobilizations and Temporary Flight Restrictions that are captured nationally. It excludes the substantial number of IROC orders that were placed and filled within the same GACC. It also excludes any resource usage not tracked in IROC, such as local dispatch of initial attack resources.

2022 Fire Environment Summary

January – March

Well below normal precipitation was observed across much of the western United States (US), into the Plains in January through March, except for small areas of above normal precipitation along the Front Range and in eastern Colorado. According to the National Centers for Environmental Information (NCEI), California recorded its driest January through March period on record, while Reno, Nevada observed no precipitation in January for the first time in recorded history. Temperatures averaged above normal across much of the West during the first quarter of 2022 as well, except for areas of near normal temperatures in the greater Four Corners region. Temperatures averaged below normal for the quarter from the Plains to the Mississippi Valley January through March, with the coldest period in February when numerous Arctic outbreaks occurred across the northern Plains, Minnesota, and northern Great Lakes. After a cold start to the year in January from the Appalachians to the East Coast, February and March warmed to above normal. US precipitation east of the Mississippi River was near to above normal except for areas near the Gulf Coast, Southeast coast, and Florida Peninsula where precipitation was below normal. Alaska observed above normal temperatures and precipitation to begin the year, with an abundant snowpack developing across the Interior.

By the end of March, snow water equivalent (SWE) across much of the West was below normal, with SWE across several basins of southwest California and Oregon less than 50% of average according to data from the National Resources Conservation Service (NRCS). However, SWE across Interior Alaska was nearly 200% of normal, with the remainder of Alaska above normal as well. Most areas in the Southwest and Colorado Rockies had near average SWE and snowpack in the higher elevations, but mid to lower elevation SWE was well below normal. Drought expanded and intensified across the West and Plains in early 2022 due to the observed well below normal precipitation, with areas of exceptional drought observed across portions of central Oregon, southern Nevada, eastern New Mexico, western Oklahoma, and Texas.

Large fire activity was minimal in the West in January, with isolated large fire activity in the Southern Area and on portions of the northern and southern High Plains. Fire activity began to increase across California, the Southwest, Rocky Mountain, and Southern Geographic Areas in February. Wind-driven large fires became more frequent toward the end of February from eastern New Mexico into Kansas, Oklahoma, and Texas, with periodic large fires observed along the Gulf Coast as well. A strong north wind event across the Mojave and Sonoran Deserts February 16 resulted in the Airport Fire near Bishop, California.

Large fire activity increased across the US in March, especially in Southern, Rocky Mountain, and Southwest Geographic Areas. Dry and windy conditions led to frequent short duration wind-driven large fires across these areas through March. Windy conditions became more frequent across the Southwest and southern and central Plains at the end of the month as the storm track shifted southward, with numerous large fires observed during an exceptionally windy day on March 29.

April – June

Fire activity increased markedly in the Southwest into the southern and central Plains April into May, while fire activity gradually increased in California, the Great Basin, Eastern, and Rocky Mountain Areas. Except for the southern Plains, which remained active, the remainder of the Southern Area peaked in activity in early April, followed by a decrease in fire activity due to timely

precipitation events. Frequent windy and dry conditions occurred across the Southwest into the southern Plains, with the most intense critical fire weather conditions of the spring observed on April 22 resulting in numerous significant fires across New Mexico, Colorado, Nebraska, Kansas, Oklahoma, and Texas. Much above normal temperatures and very dry conditions resulted in several days of extreme fire behavior on significant fires in New Mexico as well. Numerous long-duration significant fires were burning across New Mexico by the end of May, including the Black and Hermits Peak Fires.

Much of the Southwest, Great Basin, and southern and central Plains received below normal precipitation in April and May. No precipitation was recorded in portions of the Southwest and west Texas in April, with much of the Mojave and Sonoran Deserts receiving no rainfall during May. A pattern change brought much wetter conditions to the northwestern US in April and May, with precipitation near normal for large swaths of the eastern US. Temperatures were cooler than average across the northwestern US for the two months, but above normal across the southern tier of the US from California to the Gulf Coast.

As a result of the pattern change across the West, snowpack changed little through April before slowly melting off across the Northwest and northern Rockies in May. However, snowpack melted very rapidly in the Southwest, southern Great Basin, and southern Colorado, with very low to zero SWE by the end of April. A slower melt occurred across California, but little snow remained there by mid-May as well. Alaska's snowpack melted during April with the remaining snowpack melting by mid-May as above normal temperatures were observed throughout the state. Overall, drought intensified across the Plains, California, Arizona, and New Mexico due to the persistent extremely dry conditions in April and May.

Well above normal temperatures continued across Alaska in June along with periodic episodes of lightning, first across southwest Alaska, then across much of the Interior and Brooks Range. As a result, fire activity increased rapidly across Alaska during June, with dozens of significant fires burning across the state by the end of the month. Air quality was extremely poor across portions of Alaska, especially across the Interior where visibility was reduced to less than a mile for days.

In the Southwest, fire activity continued through mid-June before a rapid and robust onset of the North American Monsoon occurred. Fire activity rapidly waned the latter half of June as much above normal precipitation was observed across the Southwest, southern Colorado, southern Utah, and portions of southeast California. Much of the southern and central Plains remained dry with occasional significant fire activity. However, wind events were less frequent and not as strong as in April and May.

Fire activity increased very gradually across the remainder of the West as above normal precipitation and cooler than normal temperatures persisted into June. A late season atmospheric river event affected the Northwest into the northern Rockies June 10-13. Coupled with rapid snow melt, record flooding was observed along with catastrophic damage to Yellowstone National Park and portions of south-central Montana. With the above normal precipitation across the Northwest and northern Great Basin during the spring, grass growth was above normal across the lower elevations, but remained green through much of June. While drought continued over nearly 80% of the West by the end of June, improvement occurred across much of the Northwest and northern Rockies.

Precipitation across much of the eastern US was below normal from the Plains to the East Coast during June. Rapid onset drought occurred across portions of southern New England and New Jersey during the month, with periods of abnormally dry and windy conditions. Fire activity increased through the end of the month in this portion of the Eastern Area, with two significant fires in New Jersey, including the Mullica River Fire.

July – September

Fire activity began to wane in Alaska during the last half of July as consistent cooler and wetter conditions spread across the state. However, fire activity continued and increased across Texas, Oklahoma, and Arkansas. Significant fire activity was slow to increase across the West, but large fire activity did start during late July in central Idaho along with a couple large wildfires near Yosemite National Park. Additionally, very hot and dry conditions preceding mixed wet and dry thunderstorms led to an increase of significant fire activity in far northern California, central Idaho, central Oregon, and Montana the last week of July.

Significant fire activity emerged across Texas, Oklahoma, and into Arkansas from July through mid-August as drought rapidly intensified and expanded across Oklahoma, Arkansas, the Ozarks, portions of Texas, and into the Lower Mississippi Valley due to very hot and dry conditions. However, heavy rainfall during the second half of August led to a rapid decrease in fire activity. Additionally, flash drought developed in New England during August, but above normal rainfall in September reduced drought and fire potential.

The North American Monsoon was robust across the Southwest, much of the greater Four Corners region, and periodically moved into portions of California, the northern Great Basin, northern Rockies, and Pacific Northwest. Tropical Storm Kay also provided widespread wetting rain across southern California into the Southwest and southern Great Basin. Significant fire activity continued to slowly increase across the West away from the consistent, robust monsoon into mid-August, before remaining steady through the end of the month. Large fires were active across California, Oregon, Washington, Idaho, and Montana at the end of August. The monsoon improved drought conditions in Arizona, New Mexico, Colorado, and Utah, while remaining active into late August. Drought encompassed much of the West through September, including more than 70% at the end of July.

A historically strong heatwave developed across the West, especially on the West Coast and northern Intermountain West, in early September as daily, monthly, and all-time record temperatures were observed. Hot, dry, unstable, and windy periods early in the month led to significant fire growth in California, the Northwest, Northern Rockies, and northern Great Basin. Additionally, dry thunderstorms helped ignite large fires across most of these areas. September 6 featured hot, dry, unstable, and windy conditions coincident with dry thunderstorms from northern California through the Pacific Northwest, Northern Rockies, and northern Great Basin, representing the peak of the western fire season. Strong offshore winds also affected the Cascades late in the second week of September, which fueled fire growth. Precipitation events reduced fire activity mid to late September across these areas, although fire activity did continue in portions of the Pacific Northwest, Idaho, and western Montana during elevated and critical fire weather.

Devastating and deadly flooding transpired in eastern Kentucky during late July, claiming the lives of more than 40 people. Hurricane Ian also made landfall near Fort Myers, FL on September 28 as a category four hurricane, with 144 deaths attributed to it. Heavy rain stretched from the

Florida Peninsula to along and east of the southern and central Appalachians to the southeast Atlantic coast. Away from this swath of heavy rain, fire activity increased in Southern Area.

October – December

Significant fire activity continued across the Northwest into mid-October before waning, with gradually decreasing activity from the northern Rockies through the Great Basin into California during the month. Very warm conditions continued across the West through mid-October, especially in the Pacific Northwest where an offshore wind event on October 15-16 increased fire activity in Washington. A pattern change occurred late in the month, starting with a significant precipitation event across the northwestern US October 21-22 that resulted in a significant decrease of fire activity. Occasional precipitation events continued across the Northwest through the end of the month as well.

It was much drier than normal from the Plains to the Appalachians during October, with fire activity increasing across the central and southern Plains, Mid-Mississippi and Lower Ohio Valleys, and Southeast. Significant fires ignited in Kansas, Nebraska, Iowa, and Missouri during a wind event on October 22-23. Drought expanded and intensified in much of the Southeast, Appalachians, Mississippi Valley, and Lower Ohio Valley, and by the end of October, nearly two-thirds of the CONUS was in drought.

Significant fire activity decreased across the West in November, while activity increased across portions of the Southern and Eastern Areas through mid-month before waning. Heavy rain and mountain snow the first week of November across the West effectively ended fire season there except across portions of southern California and the Southwest. However, it remained dry across much of the central and southern High Plains with occasional significant fires.

Fire activity was minimal across the US during December as consistent upper-level trough passages with precipitation limited significant fire potential. However, it remained dry across much of the central and southern High Plains into the Rio Grande Valley, with occasional elevated fire weather conditions.

Although modest reductions in drought occurred across the US in November and December, drought continues in about half of the CONUS. The most intense drought continues on portions of the southern and central Plains, which had another month of below normal precipitation, including some areas receiving none. However, most of the US had near to below normal temperatures, including record low temperatures behind a strong Arctic cold front just before Christmas.

Multiple moderate to strong atmospheric rivers brought precipitation to the West Coast and across much of the Intermountain West in December. Snowpack is near to above normal across the West at the end of the year, except for portions of the southern Rockies, and some basins have received approximately 200% of normal for snow water equivalent in and around the Sierra. Snowpack and snow cover are also near to above normal across Alaska, while Juneau, AK set a new annual precipitation record this year. A historically strong winter storm affected along and east of the Rockies across the CONUS in late December, including record low temperatures and precipitous temperature drops associated with the Arctic cold front. Blizzard conditions affected portions of the northern Plains, Great Lakes, and Northeast for multiple days. More than 60 people died in eight states, including 39 people in Erie County, NY, due to this storm.

National Fire Activity Synopsis

Nationally, there were 68,988 wildfires reported in 2022, compared to 58,985 wildfires reported in 2021. Reported wildfires consumed 7,577,183 acres nationally, compared to 7,125,643 acres in 2021.

In 2022, the reported number of wildfires nationwide was noticeably higher than the 10-year average, while acres burned nationwide varied little from the 10-year average. However, there was considerable variation among the Geographic Areas. Alaska and Southern Areas are two Geographic Areas that sometimes account for large percentages of the nation's total acres burned. These Geographic Areas saw an increase in the number of fires when compared to their average fire statistics and burned significantly more acreage. Alaska Area burned over 170% of their average acres. Southwest Area was 25% below its average number of fires while burning over 90% more acres than average. All other geographic areas were below their averages for both number of fires and acres burned.

When compared to their 10-year average fire occurrences, Alaska and Southern Areas saw a significant increase in 2022. Southern California and Northwest Areas were near their 10-year average for numbers of fires, while the six remaining Geographic Areas were noticeably lower than their 10-year averages for fire occurrences. While three geographic areas saw a substantial increase in acres burned, the total acres burned was remarkably close to the 10-year average due to well below average acres burned in all other geographic areas.

A total of 2,717 structures were reported destroyed by wildfires in 2022, including 1,261 residences, 1,294 minor structures, and 91 commercial/mixed residential structures. In 2022, California accounted for the highest number of structures lost in one state: 492 residences, 11 nonresidential commercial properties, two mixed commercial residences and 252 minor structures.

Requests for firefighting resources placed with NICC during the 2022 fire season were generally at or above the 10-year averages. Ordering for Type 1 and Type 2 Incident Management Teams were slightly below the 10-year average. Type 1 and Type 2 helicopter ordering was below the 10-year average. This rang true for airtanker orders as well. National contract caterer and shower orders were slightly below the 10-year average. Ordering was up from the 10-year average for overhead, engines and crews.

Significant Incidents Over 40,000 Acres

Name	GACC	State	Start Date	Last Report Date	Size In Acres	Cause*	Estimated Cost
Lime Complex	AK	AK	6/15	7/26	865,625	U	$12,726,992
Hermits Peak	SW	NM	4/7	10/20	341,735	H	$330,100,293
Black	SW	NM	5/13	11/10	325,136	H	$60,190,000
Paradise Complex	AK	AK	7/7	8/11	275,703	U	$2,782,896
Tatlawiksuk	AK	AK	6/5	7/22	229,439	L	$75,965
NC HPAI 2022	SA	NC	4/11	4/19	212,865	U	$484,012
Bean Complex	AK	AK	6/25	8/06	212,504	U	$11,656,365
Koktuli River	AK	AK	6/8	6/12	205,862	L	NR
Hog Butte	AK	AK	6/5	7/06	204,145	L	$628,717
Double Creek	NW	OR	8/30	10/21	171,532	L	$39,500,000
East Fork	AK	AK	6/2	7/27	166,760	L	$6,150,000
Poorman Complex	AK	AK	6/28	9/07	140,355	U	NR
Moose	GB	ID	7/17	11/10	130,205	H	$98,200,000
Cedar Creek	NW	OR	8/4	11/24	127,311	L	$133,750,000
Aghaluk Mountain	AK	AK	6/6	6/14	115,030	L	$12,726,992
Door Mountain	AK	AK	6/9	6/10	114,294	L	$500
Chitanana	AK	AK	6/19	6/23	100,246	L	$1,148,818
Dalton Highway Complex	AK	AK	7/1	8/4	91,679	U	$6,971,097
Pike Creek	AK	AK	6/8	7/29	88,108	L	$76,037
Swift River	AK	AK	6/8	6/12	85,073	L	NR
Apoon Pass	AK	AK	6/9	6/30	84,138	L	NR
Mosquito	NO	CA	9/6	10/23	76,788	H	$181,100,000
Clear	AK	AK	6/21	9/8	73,284	L	$2,363,465
Bitzshitini	AK	AK	6/19	6/23	71,266	L	$216,545
Camp Creek	AK	AK	6/27	6/27	69,006	L	$45,000
Donut	AK	AK	6/21	6/23	68,348	L	$45,000
Middle Tanana Complex	AK	AK	7/3	9/8	62,861	U	$3,434,457
North Fork	AK	AK	6/21	7/21	60,750	L	NR
McKinney	NO	CA	7/29	11/7	60,138	U	$96,580,000
Cooks Peak	SW	NM	4/17	5/31	59,359	U	$12,500,000
Lansing Creek	AK	AK	6/21	7/21	56,371	L	NR
Eastland Complex	SA	TX	3/17	4/6	54,513	U	$7
Door Creek	AK	AK	6/13	6/13	54,006	L	NR
Schilling Creek	AK	AK	6/17	7/21	53,526	L	$50,000
Titnuk Creek	AK	AK	6/9	6/11	53,291	L	NR
Borrega	SA	TX	3/30	4/4	51,566	H	NR
Fourth of July Creek	AK	AK	6/8	7/22	51,146	L	$70,912
Radio Creek	AK	AK	6/21	7/27	45,801	L	$75,000
Kiknik	AK	AK	6/9	6/11	45,734	L	$3,033
Cerro Pelado	SW	NM	4/22	7/11	45,605	H	$46,800,000

Name	GACC	State	Start Date	Last Report Date	Size In Acres	Cause*	Estimated Cost
Road 702	RM	NE	4/22	4/30	44,024	L	$1,800,000
Iowithla River	AK	AK	6/8	7/22	42,880	L	$200,852
2022 SRF Lightning Complex	NO	CA	8/5	11/1	41,600	U	$102,118,922
Stony River	AK	AK	6/6	6/12	40,419	L	$960
Willow Creek	NW	OR	6/28	7/4	40,274	H	$285,000

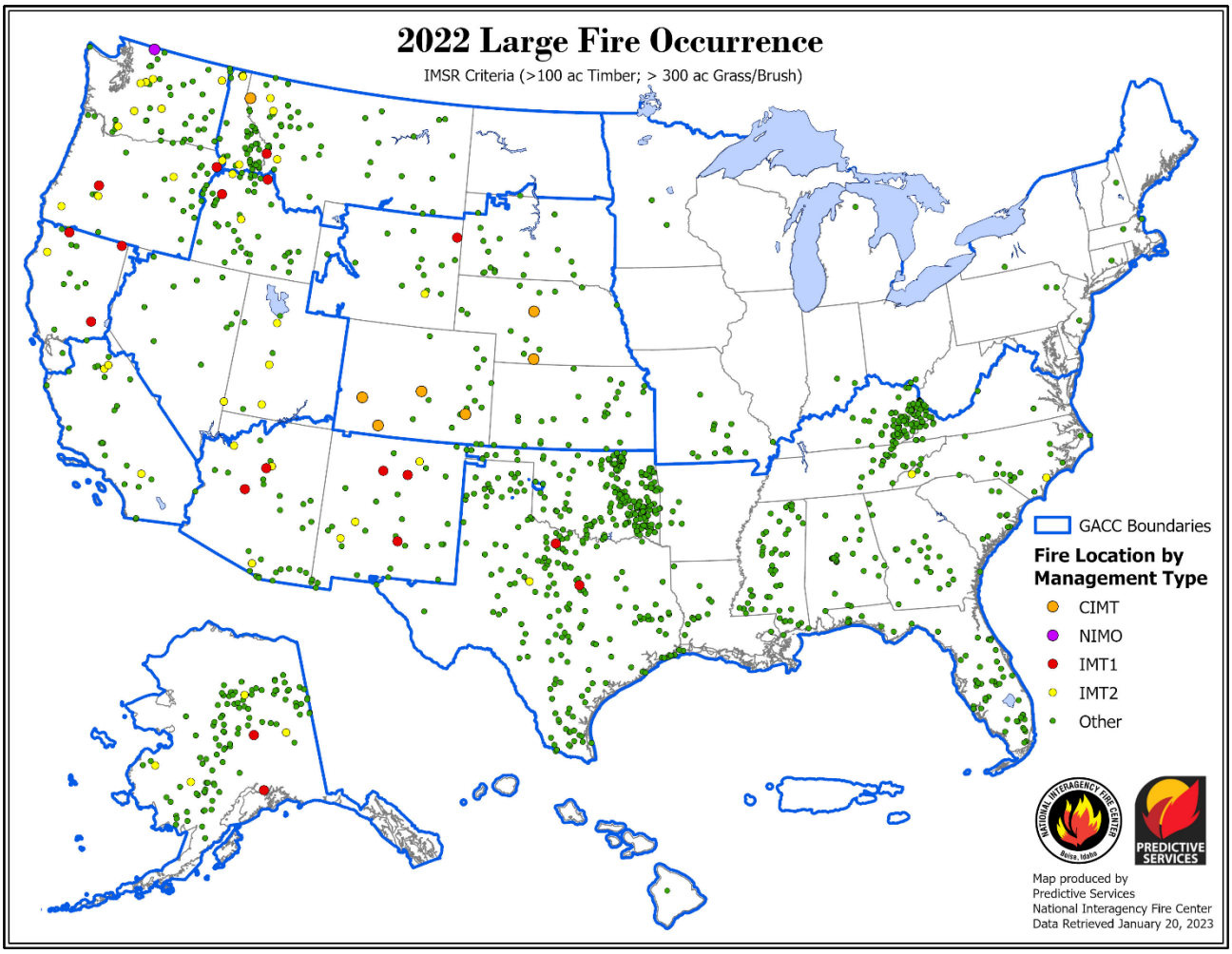
* L = Lightning H – Human U – Undetermined NR – Not Reported

Information in the above table was derived from the Sit/209 Application. This information may not reflect final official figures.

Wildfires and Acres

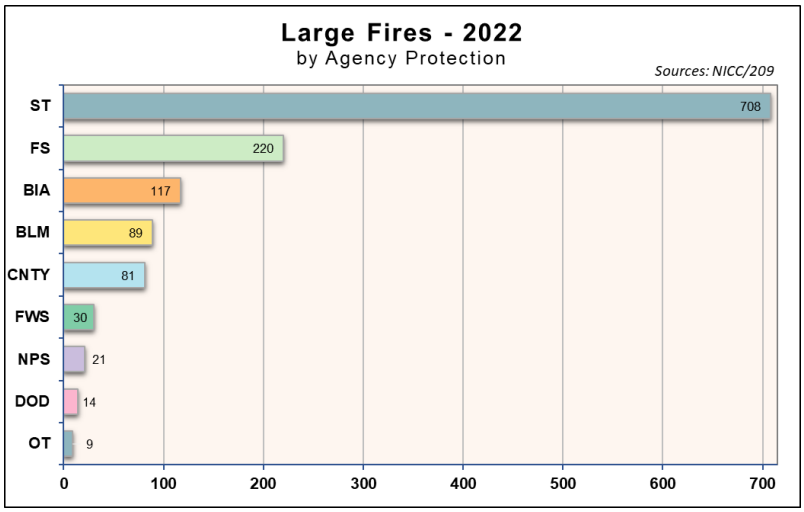
Large fires are defined in the National Mobilization Guide as fires that burn a minimum of 100 acres in timber fuel models or 300 acres in grass and brush fuel models.

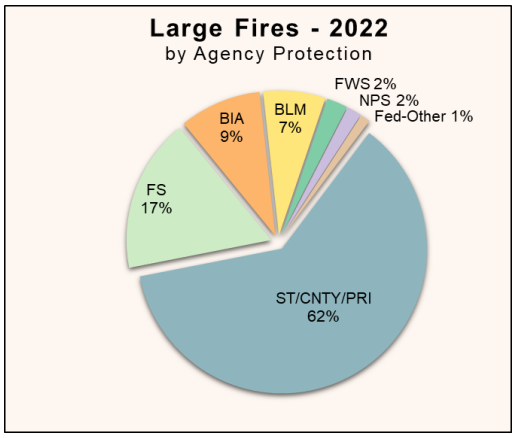
There were 1,289 large wildfires and complexes reported in 2022 through the SIT/209 application. Large wildfires represented less than 2% of total wildfires reported nationally in 2022.

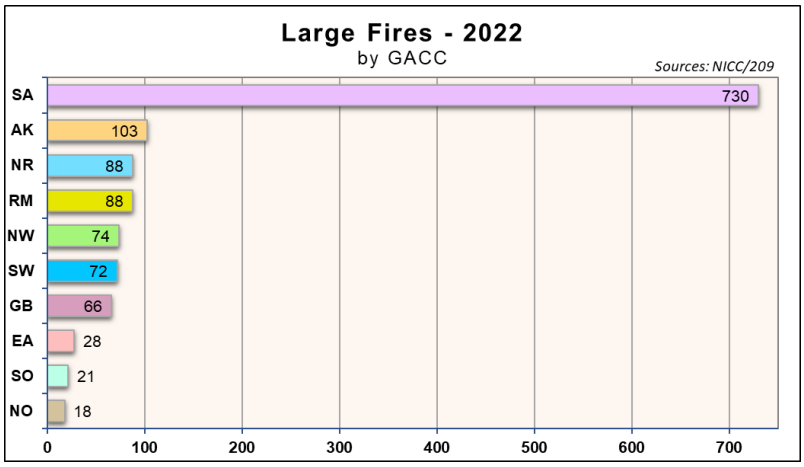


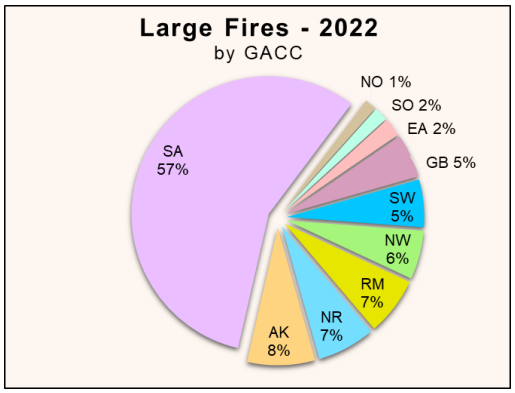
Large Wildfires by Geographic Area and Agency

In 2022, over half of the incidents that met “large fire” criteria occurred in Southern Area and on lands protected by a state-level or other non-federal fire management organization.



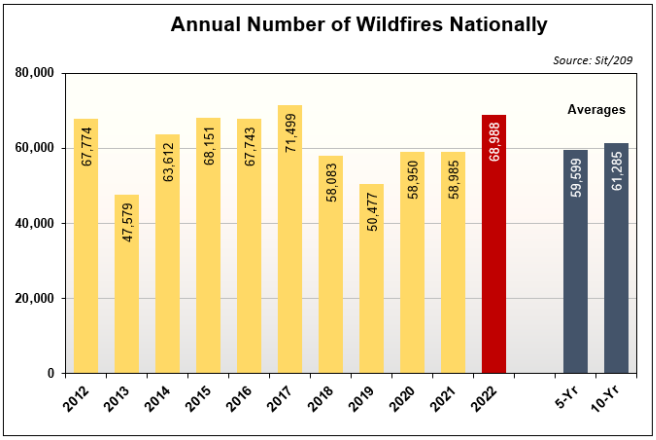


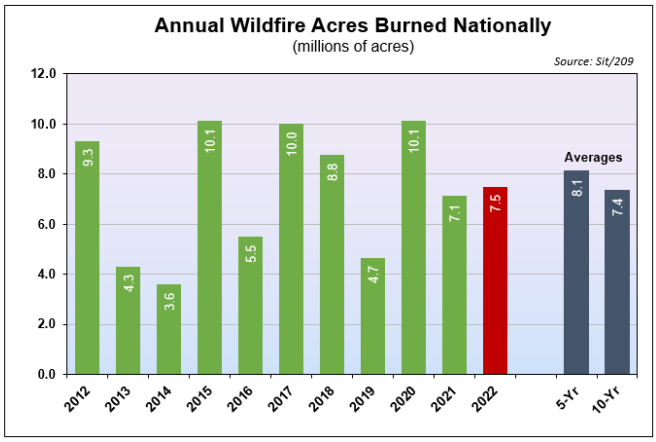




Overall Wildfire Activity Reported to NICC

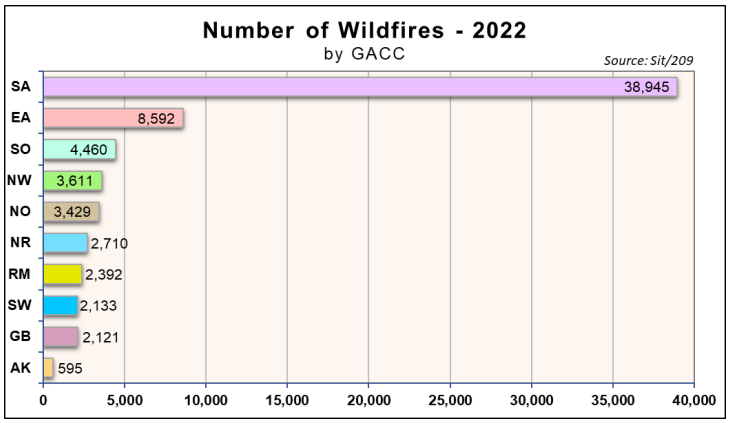
In 2022, there were 68,988 wildfires that burned 7,577,183 acres. The total number of fires were above the five and ten-year averages. The total acres burned in 2022 were similar to both the five and ten-year national averages.

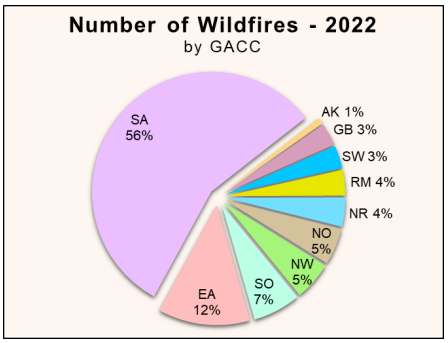


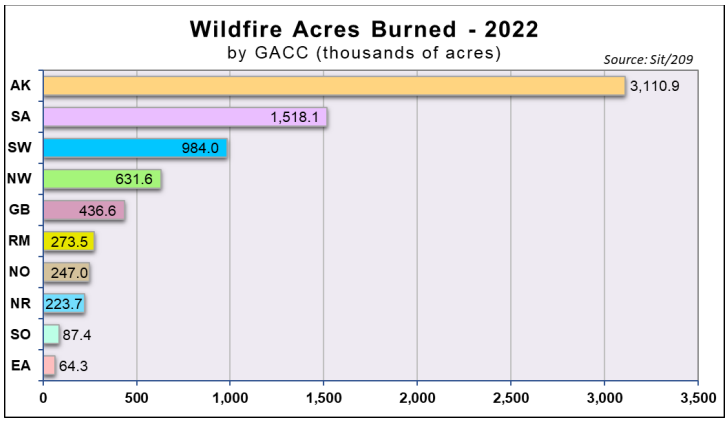


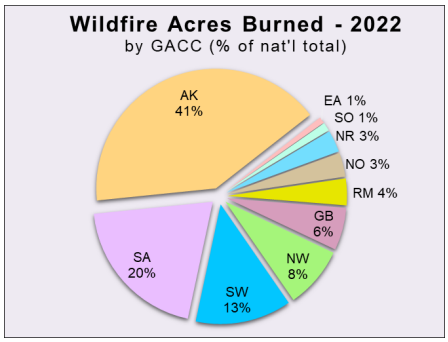
Wildfires by Geographic Area

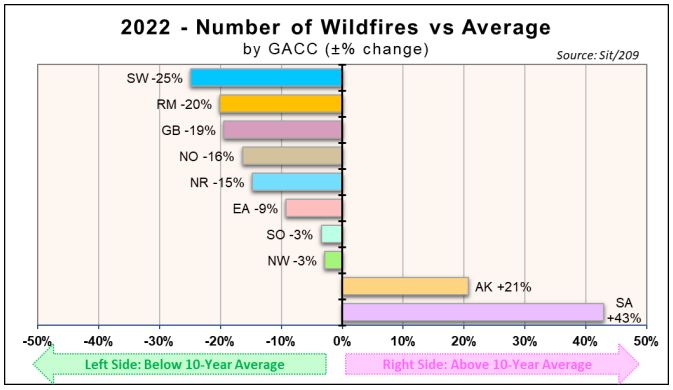
In 2022, Southern Area accounted for over half of the overall distribution of wildfires in the United States. The charts below show the 2022 fire activity for each Geographic Area.

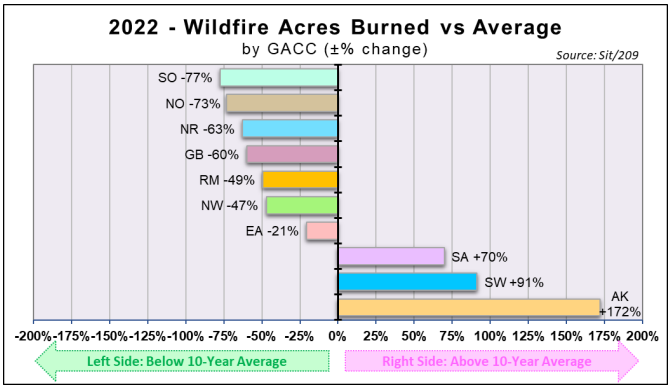






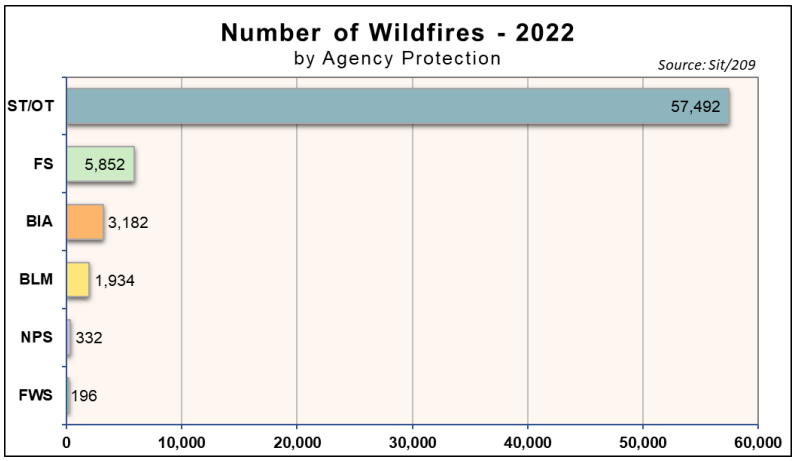


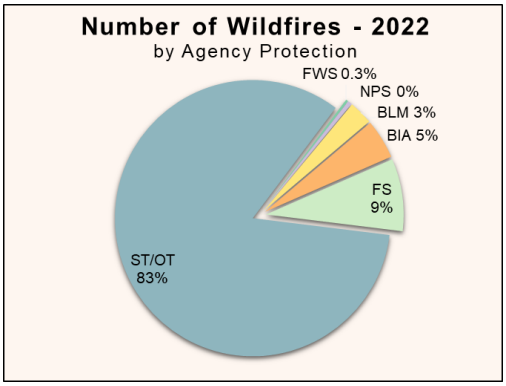


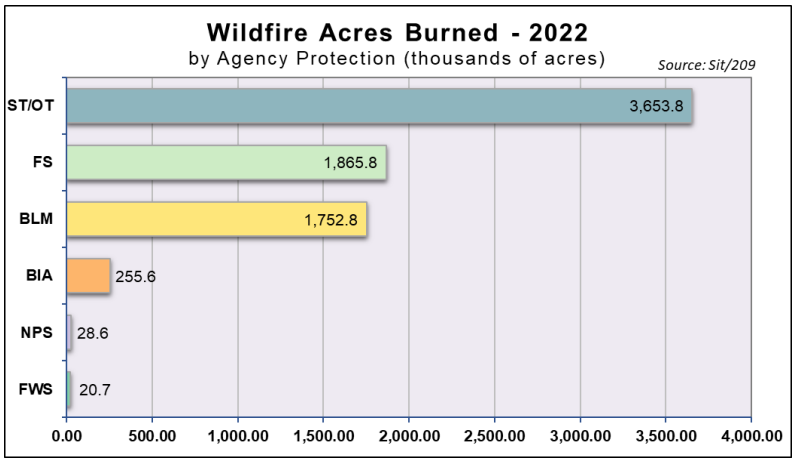


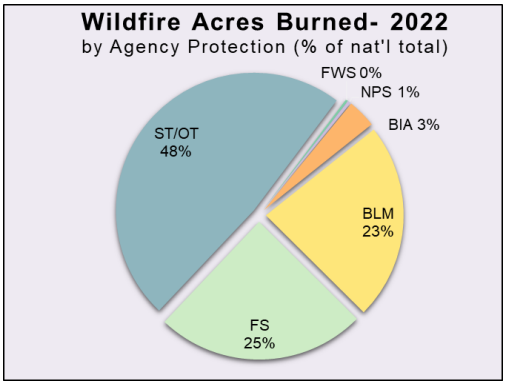
Wildfires by Agency

The distribution of wildfires by protection agency in 2022 was like prior years. About one-quarter of the nation's fires occurred on federally protected lands. Most wildfires, however, ignited on private lands or other areas under state or local protection.



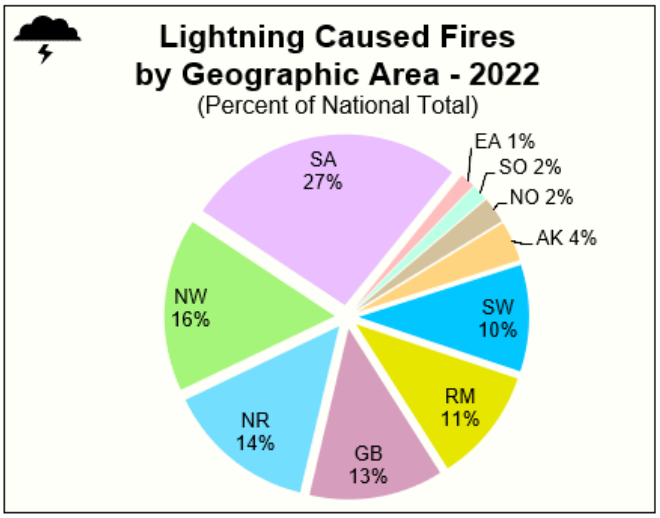


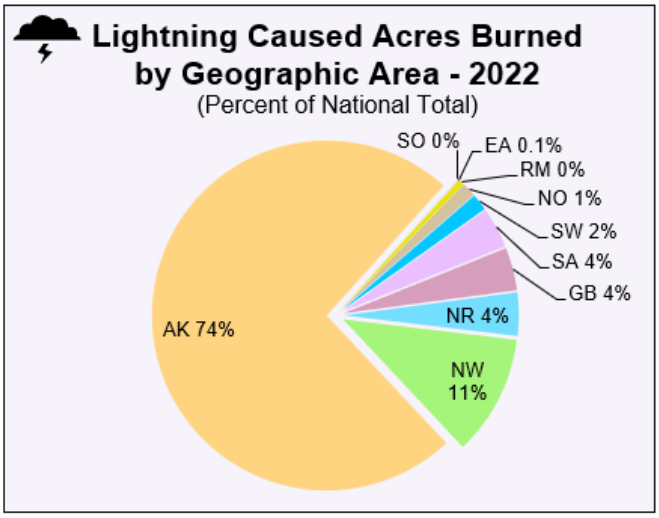




Lightning Fires and Acres by Geographic Area

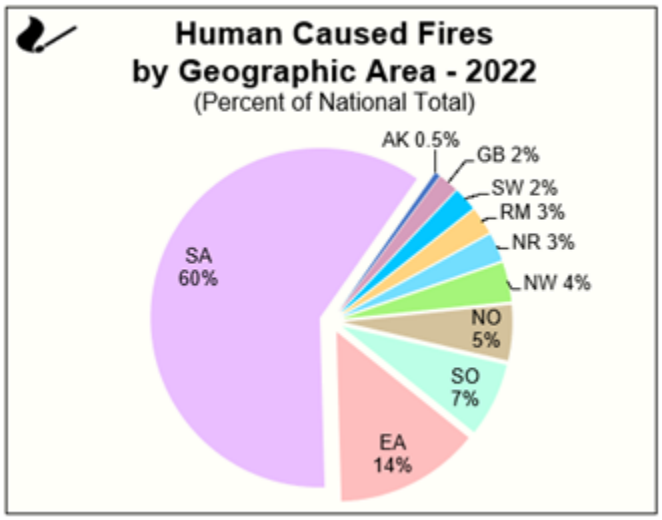
Year: 2022	AK	EA	GB	NO	NR	NW	RM	SA	SO	SW	Total
Fires	282	107	949	185	1,061	1,225	808	1,981	115	754	7,467
Acres	3,099,133	3,355	166,266	56,221	167,700	467,980	20,906	157,570	2,676	65,153	4,206,960

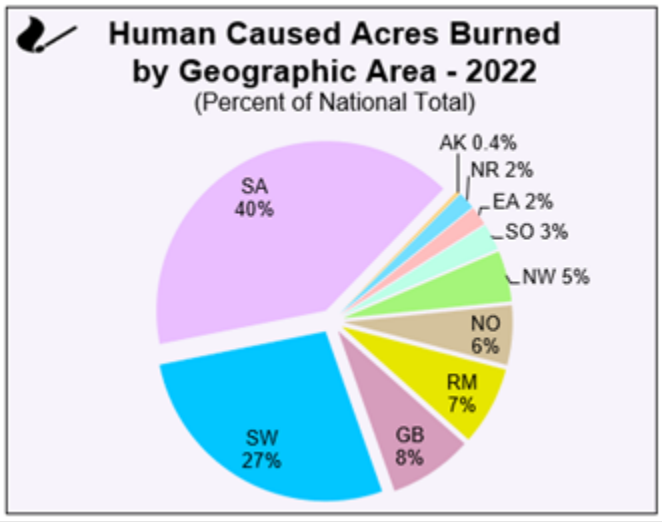




Human Caused Fires and Acres by Geographic Area

Year: 2022	AK	EA	GB	NO	NR	NW	RM	SA	SO	SW	Total
Fires	313	8,485	1,171	3,244	1,649	2,295	1,584	36,964	4,345	1,379	61,429
Acres	11,843	60,986	270,330	190,768	56,045	163,580	252,596	1,360,545	84,673	918,803	3,370,169





Wildfires and Acres Burned by Agency and GACC – 2022 & prior years

AgeOcy		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	5-Yr Avg.	10-Yr Avg.
BIA	Fires	5,753	3,239	3,377	3,886	4,056	3,843	3,472	2,830	4,740	4,646	3,182	*3,906*	*3,984*
	Acres	866,444	173,491	327,352	591,644	325,162	306,542	216,118	151,305	923,298	396,433	255,552	*398,739*	*427,779*
BLM	Fires	3,031	2,628	1,944	2,093	2,105	2,927	2,872	2,046	2,362	2,241	1,934	*2,490*	*2,425*
	Acres	3,331,273	1,012,600	871,642	4,770,133	1,183,821	2,711,267	1,905,343	2,024,554	1,131,540	412,155	1,752,793	*1,636,972*	*1,935,433*
FS	Fires	7,098	7,105	6,755	7,056	5,676	6,617	5,629	5,332	6,738	6,244	5,852	*6,112*	*6,425*
	Acres	2,680,233	1,365,644	871,876	1,916,302	1,247,906	2,866,031	2,307,439	615,816	4,814,465	4,126,564	1,865,791	*2,946,063*	*2,281,228*
FWS	Fires	394	332	348	194	174	252	162	175	238	307	196	*227*	*258*
	Acres	101,752	138,284	17,404	33,897	15,374	206,393	71,137	91,311	52,739	51,264	20,659	*94,569*	*77,956*
NPS	Fires	369	455	389	398	463	314	389	290	304	361	332	*332*	*373*
	Acres	140,807	265,755	24,949	74,780	177,901	110,349	121,092	27,533	145,447	131,182	28,615	*107,121*	*121,980*
State/ Other	Fires	51,129	33,820	50,799	54,524	55,269	57,546	45,559	39,804	44,568	45,186	57,492	*46,533*	*47,820*
	Acres	2,205,729	1,363,772	1,482,390	2,738,393	2,559,831	3,825,504	4,146,363	1,753,843	3,054,847	2,008,045	3,653,773	*2,957,720*	*2,513,872*
Totals:	**Fires**	**67,774**	**47,579**	**63,612**	**68,151**	**67,743**	**71,499**	**58,083**	**50,477**	**58,950**	**58,985**	**68,988**	***59,599***	***61,285***
	Acres	**9,326,238**	**4,319,546**	**3,595,613**	**10,125,149**	**5,509,995**	**10,026,086**	**8,767,492**	**4,664,362**	**10,122,336**	**7,125,643**	**7,577,183**	***8,141,184***	***7,358,246***

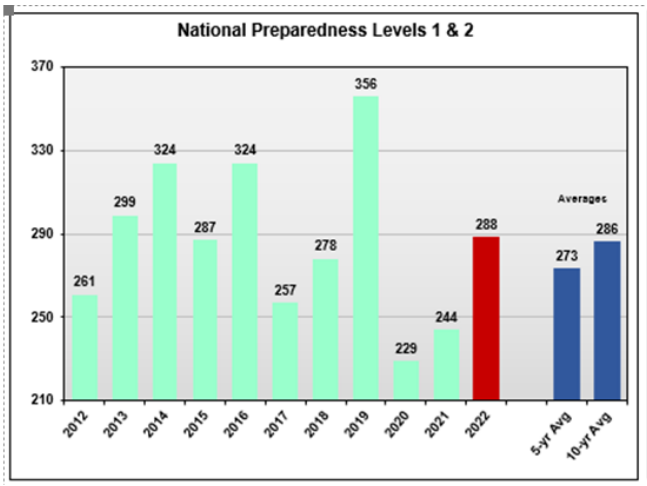
GACC		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	5-Yr Avg.	10-Yr Avg.
AK	Fires	416	603	384	768	572	364	367	720	349	384	595	*437*	*493*
	Acres	286,887	1,316,876	233,561	5,111,404	496,467	653,023	410,683	2,498,159	181,169	253,356	3,110,976	*799,278*	*1,144,159*
EA	Fires	11,147	7,110	7,030	11,639	11,270	9,816	6,891	5,750	13,175	10,855	8,592	*9,297*	*9,468*
	Acres	146,208	64,992	54,141	100,294	98,042	41,705	50,734	38,852	63,036	152,669	64,342	*69,399*	*81,067*
GB	Fires	3,343	2,971	2,250	2,096	2,063	3,127	2,776	2,308	2,958	2,449	2,121	*2,724*	*2,634*
	Acres	2,502,018	930,795	164,802	505,483	761,622	2,103,788	2,087,922	459,384	948,812	373,165	436,598	*1,194,614*	*1,083,779*
NO	Fires	3,536	5,299	4,082	4,587	3,363	4,173	3,602	3,704	4,678	3,962	3,429	*4,024*	*4,099*
	Acres	771,486	165,194	474,826	594,048	96,706	672,448	1,496,950	214,742	2,779,003	1,945,506	246,990	*1,421,730*	*921,091*
NR	Fires	3,433	2,773	2,665	3,817	2,700	3,900	2,741	2,309	3,404	4,052	2,710	*3,281*	*3,179*
	Acres	1,497,972	179,459	143,271	745,947	202,140	1,551,275	147,093	74,042	403,046	1,069,660	223,746	*649,023*	*601,391*
NW	Fires	2,305	4,389	4,572	4,603	2,519	3,404	3,764	3,690	3,853	4,075	3,611	*3,757*	*3,717*
	Acres	1,515,596	503,993	1,383,514	1,823,473	513,226	1,121,442	1,336,096	249,476	1,983,970	1,503,026	631,605	*1,238,802*	*1,193,381*
RM	Fires	5,584	2,621	2,356	2,559	3,289	3,164	2,480	1,684	2,852	3,316	2,392	*2,699*	*2,991*
	Acres	1,244,073	237,121	78,345	180,822	686,921	754,747	748,956	114,685	1,021,951	336,187	273,503	*595,305*	*540,381*
SA	Fires	30,964	14,448	34,267	31,594	34,474	35,068	27,721	22,999	18,773	22,164	38,945	*25,345*	*27,247*
	Acres	718,624	182,650	752,694	556,267	1,591,044	1,960,764	1,591,101	498,925	556,902	532,835	1,518,116	*1,028,105*	*894,181*
SO	Fires	4,412	4,608	3,786	4,175	3,996	5,389	4,453	4,632	5,419	5,324	4,460	*5,043*	*4,619*
	Acres	99,914	412,481	80,218	304,925	479,207	595,873	348,722	55,092	1,144,214	320,378	87,350	*492,856*	*384,102*
SW	Fires	2,634	2,757	2,220	2,313	3,497	3,094	3,288	2,681	3,489	2,404	2,133	*2,991*	*2,838*
	Acres	543,460	325,985	230,241	202,486	584,620	571,021	549,235	461,005	1,040,233	638,861	983,957	*652,071*	*514,715*
Totals:	**Fires**	**67,774**	**47,579**	**63,612**	**68,151**	**67,743**	**71,499**	**58,083**	**50,477**	**58,950**	**58,985**	**68,988**	***59,599***	***61,285***
	Acres	**9,326,238**	**4,319,546**	**3,595,613**	**10,125,149**	**5,509,995**	**10,026,086**	**8,767,492**	**4,664,362**	**10,122,336**	**7,125,643**	**7,577,183**	***8,141,184***	***7,358,246***

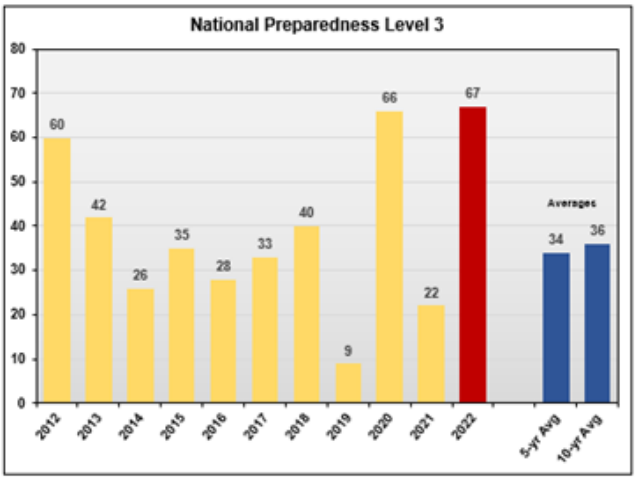
National Preparedness Levels

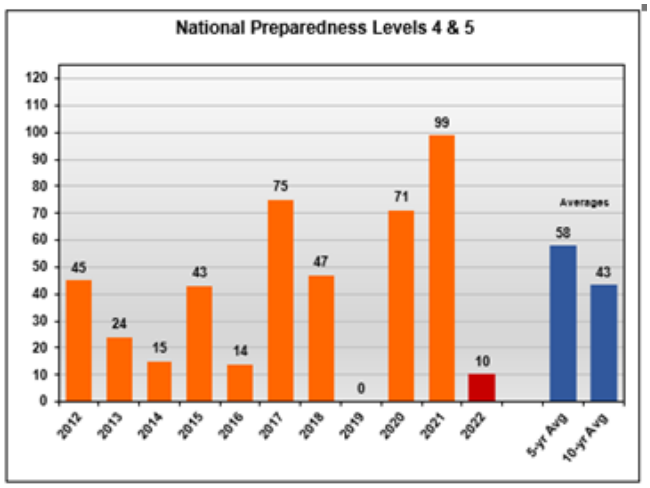
In 2022 the National Preparedness Level (PL) was elevated and decreased accordingly:

- Elevated from PL 1 to PL 2 on March 29
- Elevated from PL 2 to PL 3 on July 12
- Elevated from PL 3 to PL 4 on September 6
- Decreased from PL 4 to PL 3 on September 16
- Decreased from PL 3 to PL 2 on September 27
- Decreased from PL 2 to PL 1 on October 28

	2022 - Total Number of Days at Each National Preparedness Level												
PL	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	31	28	28	0	0	0	0	0	0	4	30	31	152
2	0	0	3	30	31	30	11	0	4	27	0	0	136
3	0	0	0	0	0	0	20	31	16	0	0	0	67
4	0	0	0	0	0	0	0	0	10	0	0	0	10
5	0	0	0	0	0	0	0	0	0	0	0	0	0
Total:	31	28	31	30	31	30	31	31	30	31	30	31	365







National Preparedness Level Summary

Total Days at National Preparedness Levels

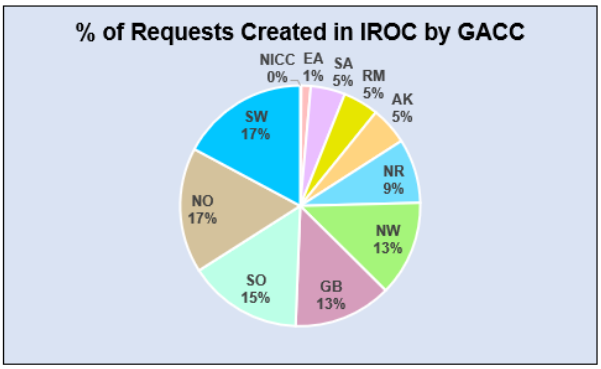
Year	PL 1	PL 2	PL 3	PL 4	PL 5	PL1&2	PL4&5
1990	247	74	31	6	7	321	13
1991	255	103	7	0	0	358	0
1992	278	67	15	6	0	345	6
1993	268	97	0	0	0	365	0
1994	235	26	54	4	46	261	50
1995	254	96	15	0	0	350	0
1996	98	179	60	8	21	277	29
1997	216	149	0	0	0	365	0
1998	157	172	30	6	0	329	6
1999	159	165	33	8	0	324	8
2000	179	73	61	13	40	252	53
2001	188	142	9	10	16	330	26
2002	187	76	14	26	62	263	88
2003	92	155	60	10	48	247	58
2004	249	57	60	0	0	306	0
2005	233	44	47	41	0	277	41
2006	118	137	44	16	50	255	66
2007	212	76	17	21	39	288	60
2008	209	84	15	36	22	293	58
2009	275	62	28	0	0	337	0
2010	231	134	0	0	0	365	0
2011	207	92	59	7	0	299	7
2012	212	49	60	45	0	261	45
2013	253	46	42	17	7	299	24
2014	242	82	26	15	0	324	15
2015	253	34	35	19	24	287	43
2016	251	73	28	14	0	324	14
2017	185	72	33	36	39	257	75
2018	191	87	40	13	34	278	47
2019	241	115	9	0	0	356	0
2020	205	24	66	26	45	229	71
2021	161	83	22	31	68	244	99
2022	152	136	67	10	0	288	10

Averages	PL1&2	PL 3	PL4&5
Total Days: 5-yr Avg	*273*	*34*	*58*
Total Days: 10-yr Avg	*286*	*36*	*43*

Requests Created Nationally in IROC

A little over 385,000 requests were created nationally in IROC. Which is significantly lower than the 600,000 requests created in 2021, and the 547,000 requests created in 2020. These statistics include requests that were filled, cancelled, or unable to fill.

	Aircraft	Crew	Equipment	Overhead	Supply	Total
AK	716	206	1,161	9,963	7,560	**19,606**
EA	85	6	269	1,953	2,565	**4,878**
GB	2,839	637	4,525	25,663	17,218	**50,882**
NICC	74	8	2	416	61	**561**
NO	6,078	2,352	17,385	28,314	10,680	**64,809**
NR	1,875	386	3,074	15,461	12,557	**33,353**
NW	3,353	884	5,318	21,597	18,175	**49,327**
RM	1,280	230	1,415	10,809	4,723	**18,457**
SA	741	80	1,711	12,423	2,889	**17,844**
SO	6,254	2,718	15,741	25,716	8,708	**59,137**
SW	2,767	1,183	5,974	32,101	24,151	**66,176**
Total	**26,062**	**8,690**	**56,575**	**184,416**	**109,287**	**385,030**



**** Disclaimer: Of the 184,416 overhead requests, 143,986 requests were subordinate requests attached to parent aircraft, overhead, crew, engine, and supply requests. Of the 385,030 requests, 4,923 requests were support requests attached to parent aircraft, overhead, crew, and engine requests.*

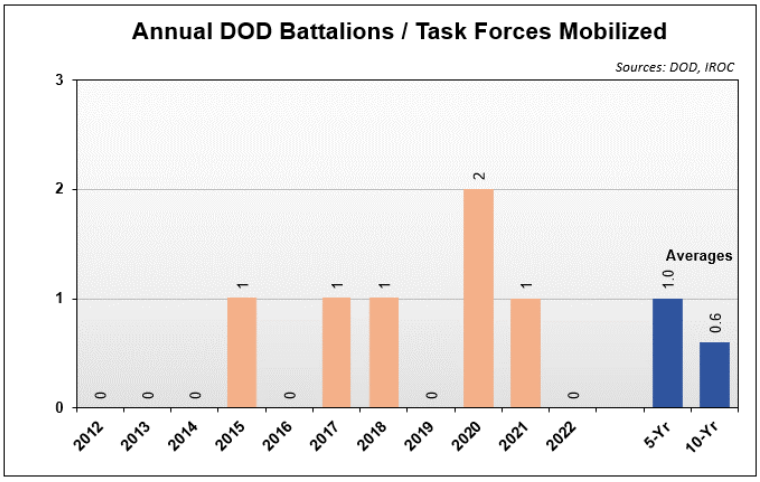
These statistics are based off an IROC report utilizing the QST1 Request Status Table. Statistics may vary amongst individual Geographic Area annual reports depending on which filters are utilized within the IROC Reports module.

Requests Processed through the NICC

The following statistics pertain to requests processed through the National Interagency Coordination Center, except for Incident Management Teams, which are captured on a national mobilization scale. They are broken down by requesting Geographic Area and Requesting Agency. Five- and ten-year averages are also provided.

Department of Defense Mobilizations

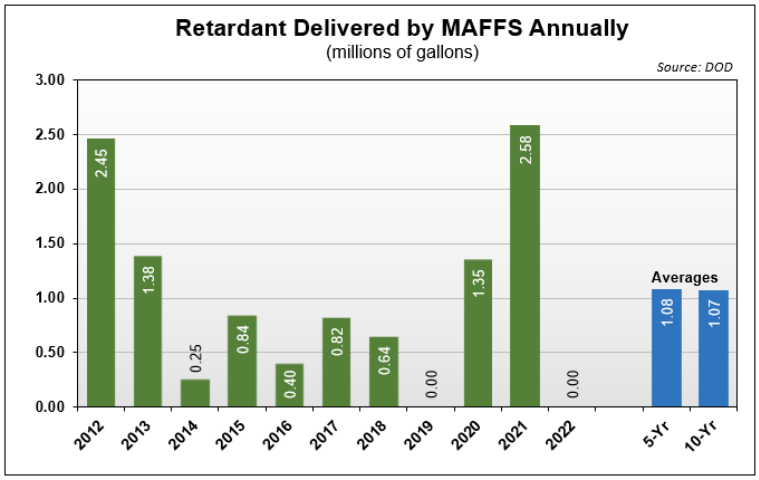
In 2022, NICC did not process any military requests. The number of military battalions and task forces requested through NICC and deployed in the last ten years is shown below.



Modular Airborne Fire Fighting Systems (MAFFS)

NICC processed three requests for MAFFS in 2022. MAFFS were activated on September 9th and released on September 16thth. National statistics are listed below:

- Total missions: 8
- Total employment hours: 7
- Total retardant drops: 9
- Total gallons of retardant dropped: 16,700



Distributed Real-Time Infrared (DRTI)

Two RC-26 aircraft with DRTI capability were activated on June 20th and released on September 30th. National statistics are listed below:

- Total missions: 137
- Total employment hours: 471
- Total fires reported to dispatch: 205
- Total fires mapped: 202
- Total days activated: 103

International Resource Mobilizations

International assistance to the United States: Australia sent one 737 airtanker to provide national support.

Incident Management Team Mobilizations

Starting in April 2024, the firefighting community will adopt a new Incident Management Team business model. All federal Type 1 and Type 2 Incident Management Teams will become Complex Incident Management Teams. In 2022, the Rocky Mountain Area participated in a Complex Incident Management Team pilot program with three incident management teams. Due to the lack of fire activity, they were not mobilized frequently, and those team mobilizations were folded into the following Type 1 and Type 2 Incident Management Team statistics based on the qualification of the Incident Commander. A complete picture of the Complex Incident Management Team business model can be found here: https://www.nwcg.gov/partners/iwdg

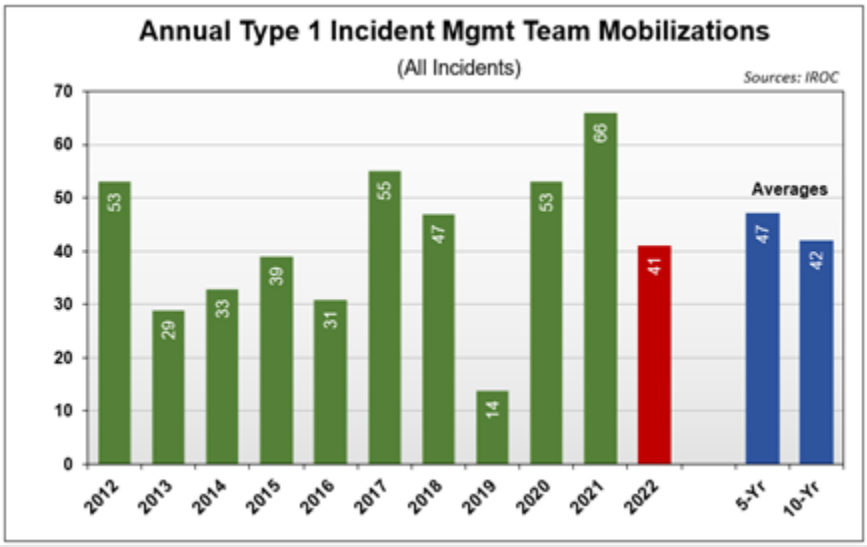
National Incident Management Organization and Area Command Teams

National Incident Management Organization (NIMO) teams were assigned to four wildfire incidents for a total of 79 days.

No Area Command Teams were assigned to incidents.

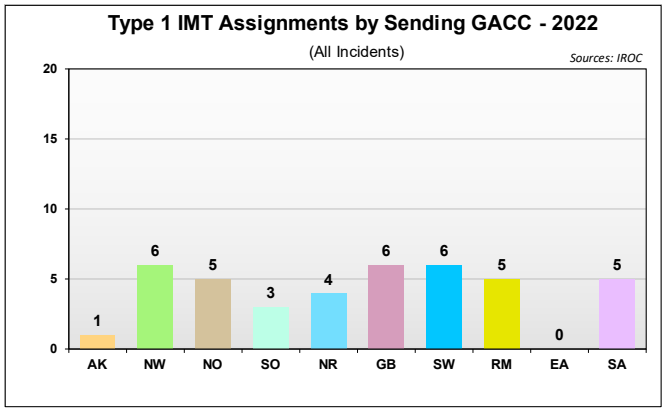
Type 1 Incident Management Teams

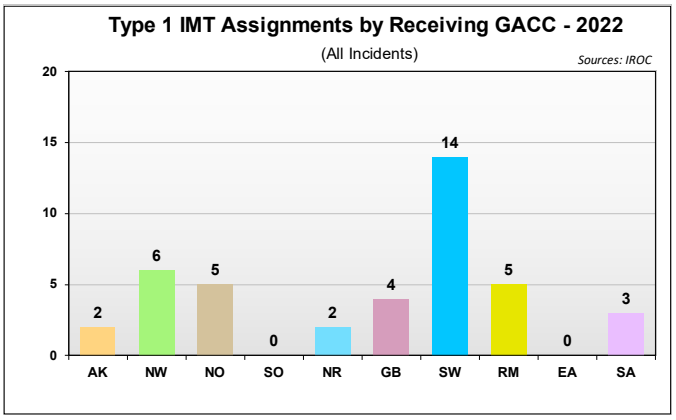
Sixteen national Type 1 Incident Management Teams (IMTs) were available in 2022 and were mobilized to 41 incidents. Of those assignments, 38 were to wildland fires and 3 were to non-wildland fire incidents. Type 1 IMTs were assigned for 556 days.



Type 1 IMT Assignments by Geographic Area

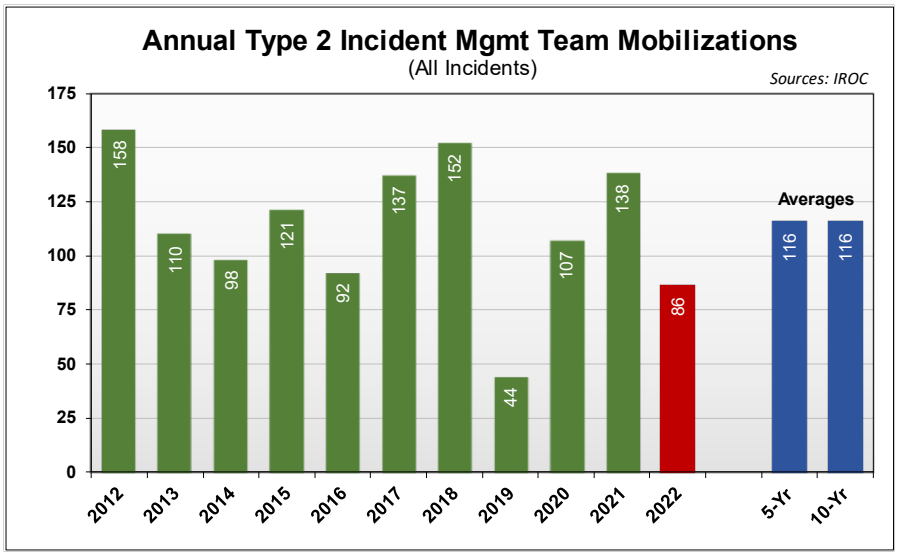
The following charts depict the mobilization of Type 1 IMTs by sending and receiving Geographic Area.





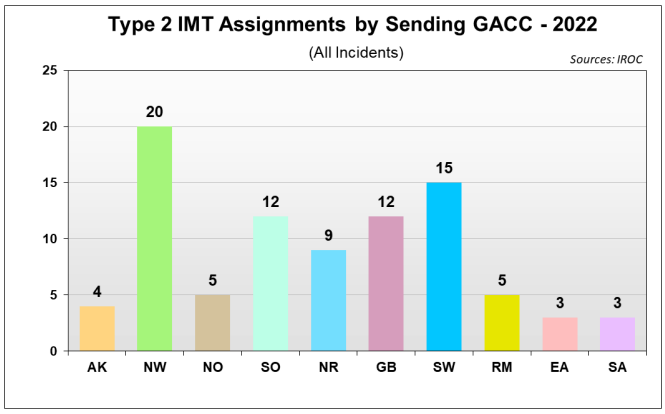
Type 2 Incident Management Teams

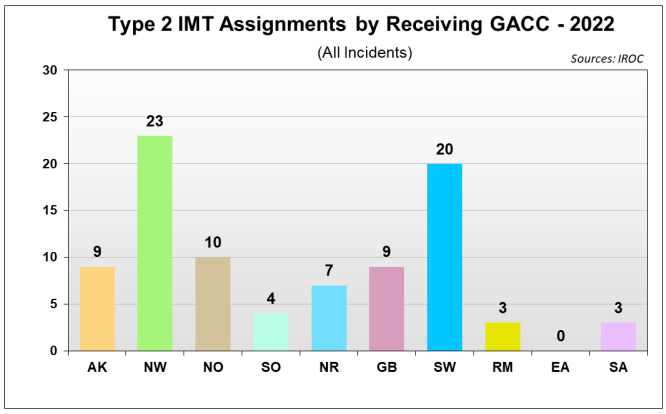
Thirty-three Type 2 Incident Management Teams (IMTs) were available in 2022. Type 2 IMTs were mobilized to 86 incidents and assigned for 1,152 days.



Type 2 IMT Assignments by Geographic Area

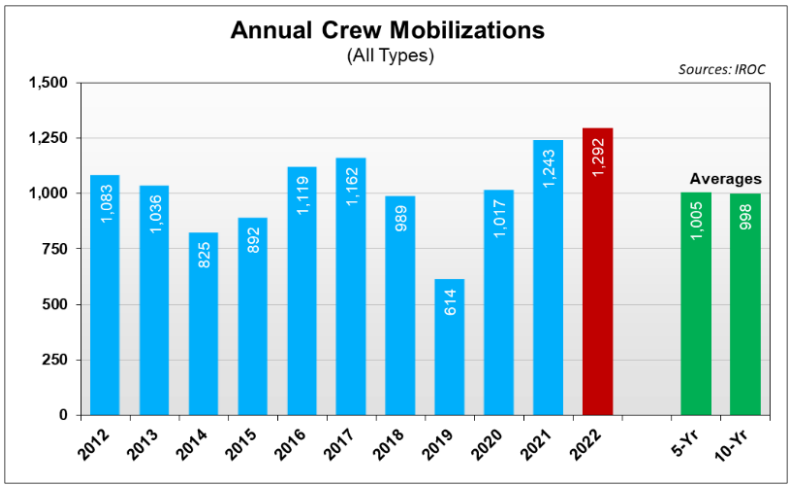
The following charts depict the mobilization of Type 2 IMTs by sending and receiving Geographic Area.

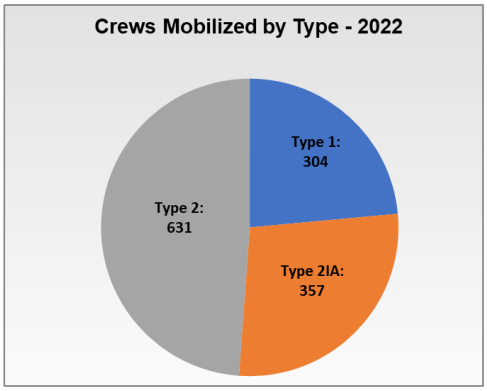




Crew Mobilizations

The NICC received 1,909 crew requests in 2022. Of those requests: 1,292 were filled, 302 were canceled and 315 were UTF. The NICC received 650 orders for Type 1 crews, 731 orders for Type 2 crews and 528 orders for Type 2 IA crews.





Crew Requests Summary by Requesting Agency and Geographic Area

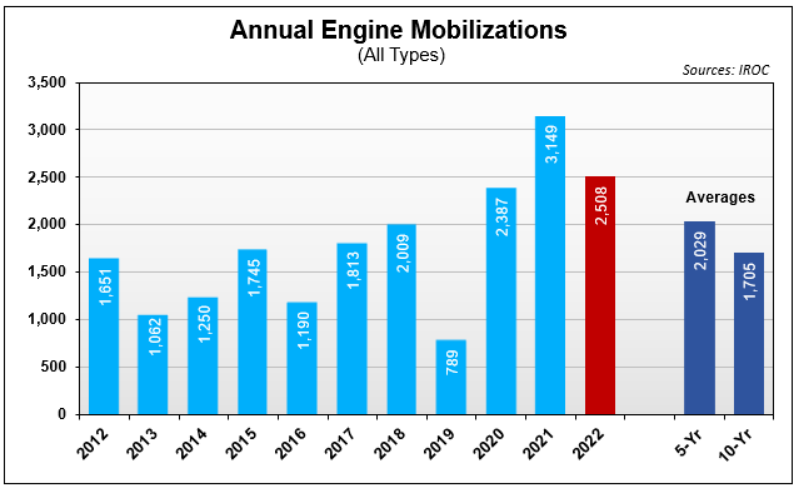
Requesting Agency	Type 1 Crew			Type 2 Crew			Type 2-IA Crew			Crew Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
BIA	4	2	3	4	0	0	3	4	0	11	6	3	20
BLM	35	0	0	10	9	0	19	11	0	64	20	0	84
DOD	0	0	0	0	0	0	0	0	0	0	0	0	0
FEMA	1	0	0	0	0	0	9	4	0	10	4	0	14
FS	242	83	234	546	73	7	287	68	64	1,075	224	305	1,604
FWS	0	0	0	0	0	0	0	2	0	0	2	0	2
NPS	2	3	0	5	0	0	5	2	0	12	5	0	17
ST	20	18	3	66	10	1	34	13	3	120	41	7	168
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal:	*304*	*106*	*240*	*631*	*92*	*8*	*357*	*104*	*67*	*1,292*	*302*	*315*	
Total:	**650**			**731**			**528**			**1,909**			

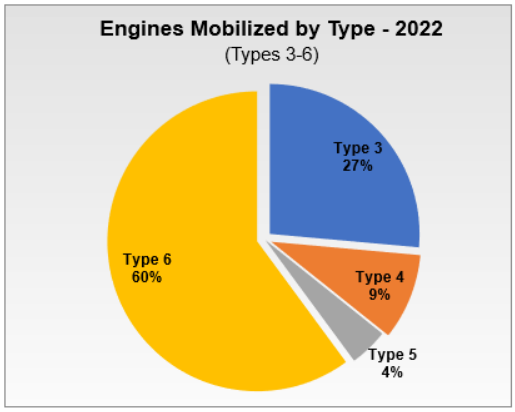
Requesting GACC	Type 1 Crew			Type 2 Crew			Type 2-IA Crew			Crew Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
AK	27	0	0	0	0	0	18	5	0	45	5	0	50
EA	1	0	1	0	0	0	1	2	0	2	2	1	5
GB	56	10	28	54	4	0	48	10	7	158	24	35	217
NICC	6	1	0	0	0	0	2	0	0	8	1	0	9
NO	43	40	162	134	64	6	45	19	16	222	123	184	529
NR	17	4	7	39	1	1	23	10	5	79	15	13	107
NW	33	8	24	144	16	1	40	20	23	217	44	48	309
RM	15	11	5	15	1	0	32	7	2	62	19	7	88
SA	10	4	1	0	0	0	23	4	1	33	8	2	43
SO	8	20	5	36	3	0	12	16	0	56	39	5	100
SW	88	8	7	209	3	0	113	11	13	410	22	20	452
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal:	*304*	*106*	*240*	*631*	*92*	*8*	*357*	*104*	*67*	*1,292*	*302*	*315*	
Total:	**650**			**731**			**528**			**1,909**			

Engine and Tactical Water Tender Mobilizations

The NICC received 2,951 engine requests in 2022. Of those requests: 2,412 were filled, 233 were canceled and 306 were UTF.

The NICC also received 166 requests for tactical water tenders. Of those requests: 96 were filled, 19 were canceled and 51 were UTF.





Engine and Tactical Water Tender Requests Summary by Requesting Agency

Requesting Agency	Type 1 Engine			Type 2 Engine			Type 3 Engine			Type 4 Engine			Type 5 Engine		
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF
BIA	8	0	0	0	0	0	7	1	1	2	0	0	1	0	0
BLM	0	0	0	0	0	0	14	6	9	23	2	2	0	0	0
DOD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEMA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FS	0	0	0	0	0	0	527	74	162	177	14	8	70	3	0
FWS	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0
NPS	0	0	0	0	0	0	3	2	3	3	0	0	1	0	0
ST	0	1	0	0	0	0	81	8	9	16	1	0	28	0	0
Other	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0
Subtotal:	*8*	*1*	*0*	*0*	*0*	*0*	*634*	*91*	*184*	*223*	*17*	*10*	*100*	*3*	*0*
Total:	**9**			**0**			**909**			**250**			**103**		

Requesting Agency	Type 6 Engine			Type 7 Engine			Tactical Water Tender			Engine/TWT Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	*Total*
BIA	127	25	10	5	0	0	4	0	0	154	26	11	***191***
BLM	46	0	0	0	0	0	0	0	0	83	8	11	***102***
DOD	0	0	0	0	0	0	0	0	0	0	0	0	***0***
FEMA	0	0	0	0	0	0	0	0	0	0	0	0	***0***
FS	1,001	84	69	0	0	0	80	19	49	1,855	194	288	***2,337***
FWS	4	0	0	0	0	0	0	0	0	6	0	0	***6***
NPS	30	7	4	0	0	0	0	0	0	37	9	7	***53***
ST	227	2	27	0	0	0	12	0	2	364	12	38	***414***
Other	7	3	2	0	0	0	0	0	0	9	3	2	***14***
Subtotal:	*1,442*	*121*	*112*	*5*	*0*	*0*	*96*	*19*	*51*	2,508	252	357	
Total:	**1,675**			**5**			**166**			**3,117**			

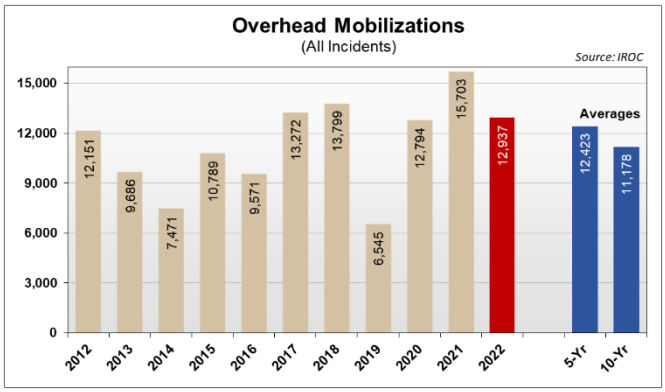
Engine and Tactical Water Tender Requests Summary by Requesting Geographic Area

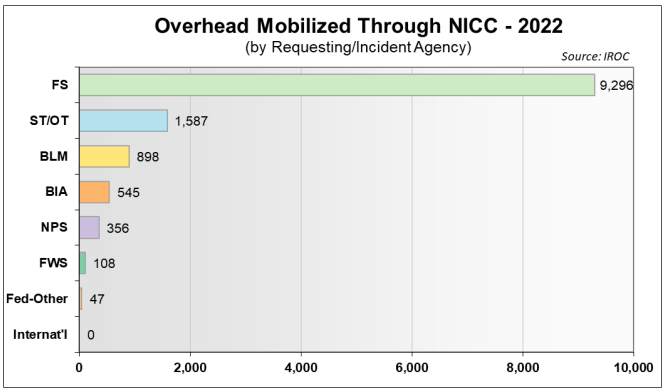
Requesting GACC	Type 1 Engine			Type 2 Engine			Type 3 Engine			Type 4 Engine			Type 5 Engine		
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF
AK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	4	2	4	3	0	0	0	0	0
GB	0	0	0	0	0	0	29	7	2	17	1	4	1	1	0
NICC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NO	0	0	0	0	0	0	182	18	96	62	0	3	45	0	0
NR	0	0	0	0	0	0	20	8	10	9	0	0	4	2	0
NW	0	0	0	0	0	0	24	5	9	16	4	0	2	0	0
RM	0	0	0	0	0	0	25	6	6	11	2	2	8	0	0
SA	0	0	0	0	0	0	72	2	6	11	2	0	8	0	0
SO	0	0	0	0	0	0	59	13	40	21	0	0	7	0	0
SW	8	1	0	0	0	0	219	30	11	73	8	1	25	0	0
Subtotal:	*8*	*1*	*0*	*0*	*0*	*0*	*634*	*91*	*184*	*223*	*17*	*10*	*100*	*3*	*0*
Total:	**9**			**0**			**909**			**250**			**103**		

Requesting GACC	Type 6 Engine			Type 7 Engine			Tactical Water Tender			Engine/TWT Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	*Total*
AK	0	0	0	0	0	0	0	0	0	0	0	0	***0***
EA	36	10	12	1	0	0	0	0	0	44	12	16	***72***
GB	66	2	7	0	0	0	2	0	0	115	11	13	***139***
NICC	0	0	0	0	0	0	0	0	0	0	0	0	***0***
NO	261	5	1	0	0	0	24	0	9	574	23	109	***706***
NR	118	11	5	1	0	0	4	0	0	156	21	15	***192***
NW	82	7	10	0	0	0	8	0	0	132	16	19	***167***
RM	66	18	8	0	0	0	3	0	2	113	26	18	***157***
SA	318	32	45	3	0	0	2	0	0	414	36	51	***501***
SO	99	0	4	0	0	0	1	0	2	187	13	46	***246***
SW	396	36	20	0	0	0	52	19	38	773	94	70	***937***
Subtotal:	*1,442*	*121*	*112*	*5*	*0*	*0*	*96*	*19*	*51*	2,508	252	357	
Total:	**1,675**			**5**			**166**			**3,117**			

Overhead Mobilizations

The NICC received 22,138 overhead requests in 2022. Of those requests: 12,937 were filled, 3,231 were canceled, and 5,970 were UTF.





Overhead Requests Summary

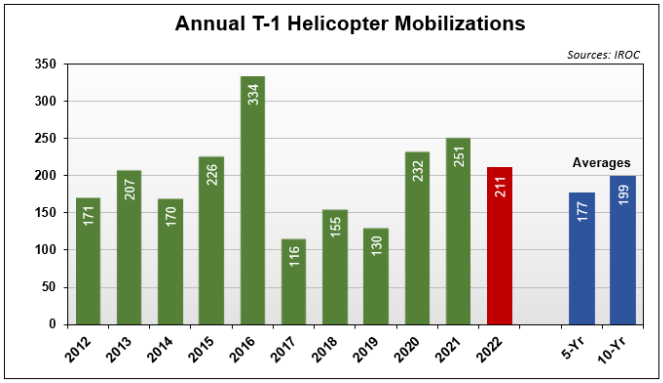
Requesting Agency	Individual Overhead			
	Fill	Cancel	UTF	*Total*
BIA	545	95	70	*710*
BLM	898	183	218	*1,299*
DOD	16	6	2	*24*
FEMA	31	13	4	*48*
FS	9,396	2,363	4,851	*16,610*
FWS	108	9	0	*117*
NPS	356	105	77	*538*
ST	1,564	448	744	*2,756*
Other	23	9	4	*36*
Canada	0	0	0	*0*
Australia	0	0	0	*0*
Subtotal:	*12,937*	*3,231*	*5,970*	
Total:	**22,138**			

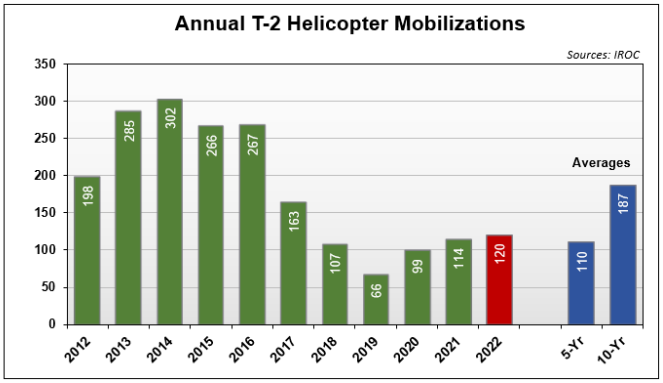
Requesting GACC	Individual Overhead			
	Fill	Cancel	UTF	*Total*
AK	1,201	126	312	*1,639*
EA	305	33	31	*369*
GB	1,187	301	534	*2,022*
NICC	253	25	7	*285*
NO	1,143	411	1,005	*2,559*
NR	876	270	388	*1,534*
NW	2,035	620	1,117	*3,772*
RM	633	204	262	*1,099*
SA	1,493	201	279	*1,973*
SO	359	200	226	*785*
SW	3,452	840	1,809	*6,101*
Other	0	0	0	*0*
Canada	0	0	0	*0*
Australia	0	0	0	*0*
Subtotal:	*12,937*	*3,231*	*5,970*	
Total:	**22,138**			

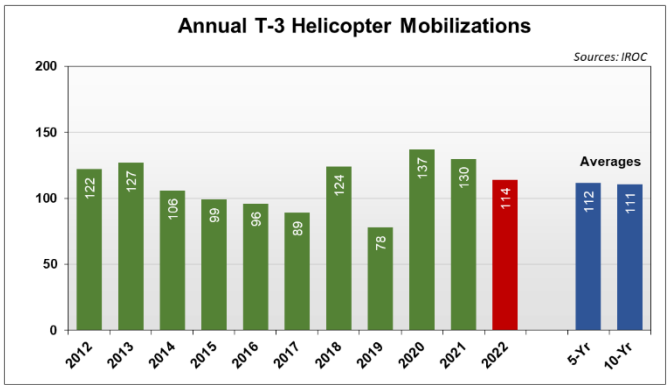
Helicopter Mobilizations

NICC received 677 orders for Type 1, 2, and 3 helicopters in 2022. Of those requests: 445 were filled, 87 were canceled and 145 were UTF. Individual statistics are listed below:

- Type 1 Helicopter requests: NICC received 288 requests - 211 were filled, 32 were canceled, and 45 were UTF.
- Type 2 Helicopter requests: NICC received 209 requests - 120 were filled, 30 were canceled, and 59 were UTF.
- Type 3 Helicopter requests: NICC received 180 requests - 114 were filled, 25 were canceled, and 41 were UTF.







Helicopter Requests Summary by Requesting Agency

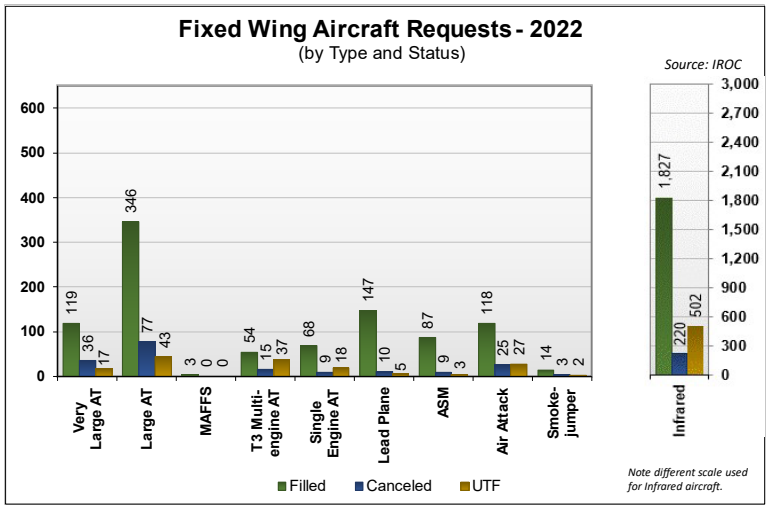
Requesting Agency	Type 1				Type 2								Type 3				Helicopter Totals				
					Standard Use				Limited Use												
	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Total
	CWN	EXCL			CWN	EXCL			CWN	EXCL			CWN	EXCL			CWN	EXCL			
BIA	4	0	0	3	0	1	0	0	0	0	0	0	0	9	2	1	4	10	2	4	**20**
BLM	3	0	2	0	0	15	1	4	0	0	0	0	3	13	2	4	6	28	5	8	**47**
DOD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
FEMA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
FS	192	0	29	39	9	57	24	46	21	2	1	3	27	52	15	29	249	111	69	117	**546**
FWS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
NPS	2	0	0	0	0	2	0	3	0	0	0	0	2	2	0	3	4	4	0	6	**14**
ST	9	0	0	3	3	8	3	3	2	0	1	0	3	3	6	4	17	11	10	10	**48**
Other	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	**2**
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
Subtotal:	*211*	*0*	*32*	*45*	*12*	*83*	*28*	*56*	*23*	*2*	*2*	*3*	*35*	*79*	*25*	*41*	*281*	*164*	*87*	*145*	
	211				*95*				*25*				*114*				*445*				
Total:	**288**				**179**				**30**				**180**				**677**				

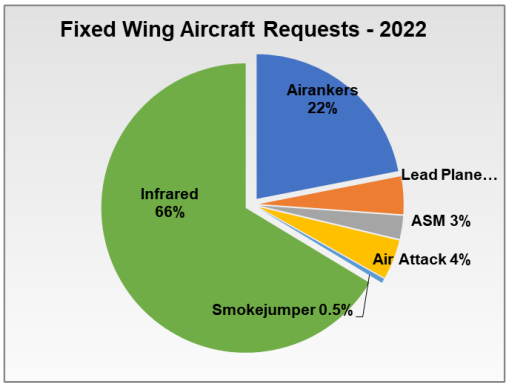
Helicopter Requests Summary by Requesting Geographic Area

Requesting GACC	Type 1				Type 2								Type 3				Helicopter Totals				
					Standard Use				Limited Use												
	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Fill		Cancel	UTF	Total
	CWN	EXCL			CWN	EXCL			CWN	EXCL			CWN	EXCL			CWN	EXCL			
AK	0	0	0	0	2	9	0	4	0	0	0	0	1	9	2	1	3	18	2	5	**28**
EA	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	**1**
GB	39	0	6	2	3	17	4	10	3	1	2	0	7	15	4	7	52	33	16	19	**120**
NICC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
NO	16	0	7	8	3	11	8	16	0	0	0	0	5	10	2	4	24	21	17	28	**90**
NR	20	0	3	9	0	9	4	11	11	1	0	1	4	3	5	4	35	13	12	25	**85**
NW	46	0	4	17	0	7	4	7	4	0	0	0	7	14	5	18	57	21	13	42	**133**
RM	10	0	0	1	0	2	1	2	1	0	0	1	1	5	1	0	12	7	2	4	**25**
SA	11	0	1	0	2	1	0	0	0	0	0	0	1	4	0	0	14	5	1	0	**20**
SO	32	0	7	6	2	12	2	4	1	0	0	1	4	4	2	0	39	16	11	11	**77**
SW	37	0	4	2	0	15	5	2	3	0	0	0	4	15	4	7	44	30	13	11	**98**
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
Subtotal:	*211*	*0*	*32*	*45*	*12*	*83*	*28*	*56*	*23*	*2*	*2*	*3*	*35*	*79*	*25*	*41*	*281*	*164*	*87*	*145*	
	211				*95*				*25*				*114*				*445*				
Total:	**288**				**179**				**30**				**180**				**677**				

Fixed Wing Aircraft Mobilizations

Fixed wing aircraft include heavy airtankers, multi-engine airtankers (CL-215/415), single-engine airtankers (SEATs), lead planes, aerial supervision modules (ASM), air attack, infrared, and smokejumper aircraft. NICC received 3,841 requests for fixed wing aircraft in 2022. Of those requests: 2,783 were filled, 404 were canceled, and 654 were UTF.

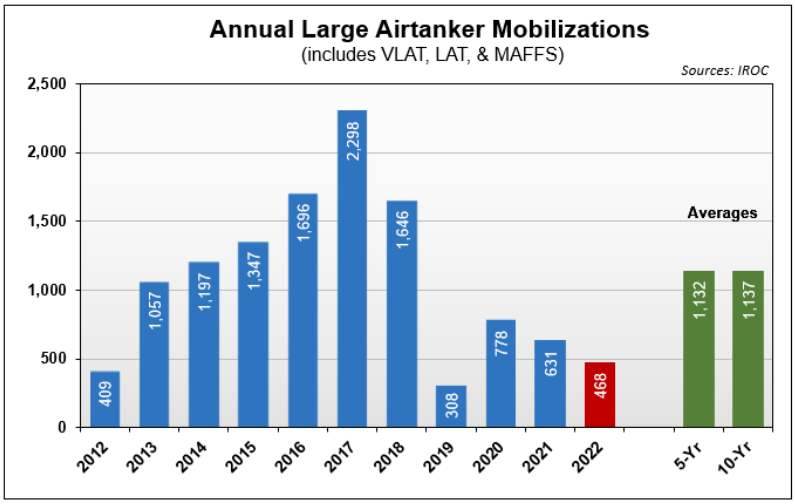


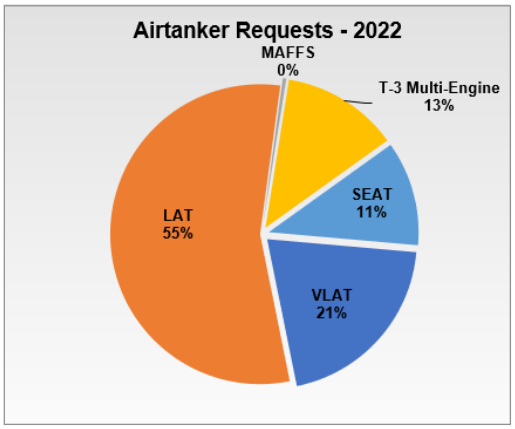


Airtanker Mobilizations

NICC received 638 requests for very large and heavy airtankers in 2022. Of those requests: 465 were filled, 113 were canceled and 60 were UTF.

NICC received 201 requests for multi-engine and single engine airtankers. Of those requests: 122 were filled, 24 were canceled, and 55 were UTF.





Fixed Wing Aircraft Requests Summary by Requesting Agency

Requesting Agency	Very Large Airtanker (VLAT)			Large Airtanker (LAT)			Modular Airborne Fire Fighting System (MAFFS)			Type 3 Multi-Engine Airtanker			Single Engine Airtanker (SEAT)			Lead Plane		
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF
BIA	10	4	2	19	4	7	0	0	0	8	0	0	8	0	0	0	2	0
BLM	7	1	1	38	14	3	2	0	0	8	0	0	25	6	0	11	0	0
DOD	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	1	0	0
FEMA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FS	77	18	9	231	29	19	1	0	0	36	11	37	24	1	18	117	3	4
FWS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NPS	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0
ST	25	12	4	54	29	13	0	0	0	2	4	0	9	2	0	18	5	1
Other	0	1	1	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0
Subtotal:	*119*	*36*	*17*	*346*	*77*	*43*	*3*	*0*	*0*	*54*	*15*	*37*	*68*	*9*	*18*	*147*	*10*	*5*
Total:	**172**			**466**			**3**			**106**			**95**			**162**		

Requesting Agency	Aerial Supervision Module (ASM)			Air Attack			Infrared			Smokejumper Aircraft			Fixed Wing Aircraft Total Requests			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	*Total*
BIA	3	0	0	4	1	0	52	6	14	0	0	0	104	17	23	***144***
BLM	3	0	0	14	2	0	78	7	35	4	1	1	190	31	40	***261***
DOD	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	***3***
FEMA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	***0***
FS	76	8	2	82	18	23	1,454	171	383	10	2	1	2,108	261	496	***2,865***
FWS	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	***1***
NPS	0	0	0	0	0	0	47	5	11	0	0	0	48	6	12	***66***
ST	5	1	1	17	4	4	196	30	59	0	0	0	326	87	82	***495***
Other	0	0	0	1	0	0	0	0	0	0	0	0	4	1	1	***6***
Subtotal:	*87*	*9*	*3*	*118*	*25*	*27*	*1,827*	*220*	*502*	*14*	*3*	*2*	*2,783*	*404*	*654*	
Total:	**99**			**170**			**2,549**			**19**			**3,841**			

Fixed Wing Aircraft Requests Summary by Requesting Geographic Area

Requesting GACC	Very Large Airtanker (VLAT)			Large Airtanker (LAT)			Modular Airborne Fire Fighting System (MAFFS)			Type 3 Multi-Engine Airtanker			Single Engine Airtanker (SEAT)			Lead Plane		
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF
AK	0	0	0	2	0	0	0	0	0	8	0	0	4	0	0	4	0	0
EA	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0
GB	24	14	1	81	15	4	1	0	0	9	4	2	10	0	4	22	0	0
NICC	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	9	0	0
NO	12	7	3	20	4	5	0	0	0	11	0	0	2	2	0	7	1	1
NR	10	1	4	55	15	11	0	0	0	8	3	1	14	3	14	12	3	0
NW	16	4	2	44	15	8	2	0	0	7	6	32	14	0	0	25	3	2
RM	15	1	0	44	6	5	0	0	0	0	0	0	8	0	0	11	2	0
SA	3	3	1	3	0	0	0	0	0	0	0	0	6	0	0	0	0	0
SO	17	1	2	40	14	5	0	0	0	0	2	0	0	0	0	2	0	1
SW	22	5	4	56	8	5	0	0	0	11	0	2	6	4	0	55	1	1
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal:	119	36	17	346	77	43	3	0	0	54	15	37	68	9	18	147	10	5
Total:	**172**			**466**			**3**			**106**			**95**			**162**		

Requesting GACC	Aerial Supervision Module (ASM)			Air Attack			Infrared			Smokejumper Aircraft			Fixed Wing Aircraft Total Requests			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	*Total*
AK	1	0	0	9	2	1	52	10	33	1	0	1	81	12	35	***128***
EA	0	0	0	1	1	0	0	0	0	0	0	0	5	1	0	***6***
GB	10	0	0	22	4	2	422	54	98	1	0	0	602	91	111	***804***
NICC	0	0	0	0	0	0	52	5	0	0	0	0	62	5	0	***67***
NO	4	0	0	3	3	2	132	9	6	3	0	1	194	26	18	***238***
NR	16	2	0	6	1	1	330	59	132	1	0	0	452	87	163	***702***
NW	9	1	0	19	8	9	511	58	173	6	3	0	653	98	226	***977***
RM	4	2	0	18	1	2	17	4	4	1	0	0	118	16	11	***145***
SA	3	1	0	7	0	0	14	1	2	0	0	0	36	5	3	***44***
SO	18	3	1	4	2	0	42	7	4	0	0	0	123	29	13	***165***
SW	22	0	2	29	3	10	255	13	50	1	0	0	457	34	74	***565***
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	***0***
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	***0***
Subtotal:	*87*	*9*	*3*	*118*	*25*	*27*	*1,827*	*220*	*502*	*14*	*3*	*2*	*2,783*	*404*	*654*	
Total:	**99**			**170**			**2,549**			**19**			**3,841**			

Unmanned Aircraft Systems

Over the years, requests for Unmanned Aircraft Systems (UAS) have increased significantly. Several land management agencies have their own UAS programs and UAS statistics will be included in this annual report moving forward.

In 2022, the NICC received 131 requests for UAS resources. Of those requests: 51 were filled, 21 were cancelled, and 59 were UTF.

Requesting	Fixed Wing			Rotor Wing			UAS Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
BIA	0	0	0	0	0	0	0	0	0	**0**
BLM	0	0	0	4	0	3	4	0	3	**7**
DOD	0	0	0	0	0	0	0	0	0	**0**
FEMA	0	0	0	0	0	0	0	0	0	**0**
FS	6	3	8	39	17	46	45	20	54	**119**
FWS	0	0	0	0	0	0	0	0	0	**0**
NPS	0	0	0	1	1	0	1	1	0	**2**
ST	0	0	0	1	0	2	1	0	2	**3**
Other	0	0	0	0	0	0	0	0	0	**0**
Canada	0	0	0	0	0	0	0	0	0	**0**
Subtotal:	*6*	*3*	*8*	*45*	*18*	*51*	*51*	*21*	*59*	
Total:	**17**			**114**			**131**			

Requesting	Fixed Wing			Rotor Wing			UAS Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
AK	0	0	0	2	0	0	2	0	0	**2**
EA	0	0	0	2	1	3	2	1	3	**6**
GB	0	0	0	9	4	8	9	4	8	**21**
NICC	1	0	0	0	0	0	1	0	0	**1**
NO	2	2	0	5	3	12	7	5	12	**24**
NR	0	0	0	6	4	7	6	4	7	**17**
NW	2	0	3	7	2	10	9	2	13	**24**
RM	0	0	0	0	1	0	0	1	0	**1**
SA	0	0	0	9	1	3	9	1	3	**13**
SO	0	0	0	1	2	0	1	2	0	**3**
SW	1	1	5	4	0	8	5	1	13	**19**
Other	0	0	0	0	0	0	0	0	0	**0**
Canada	0	0	0	0	0	0	0	0	0	**0**
Subtotal:	*6*	*3*	*8*	*45*	*18*	*51*	*51*	*21*	*59*	
Total:	**17**			**114**			**131**			

Temporary Flight Restrictions

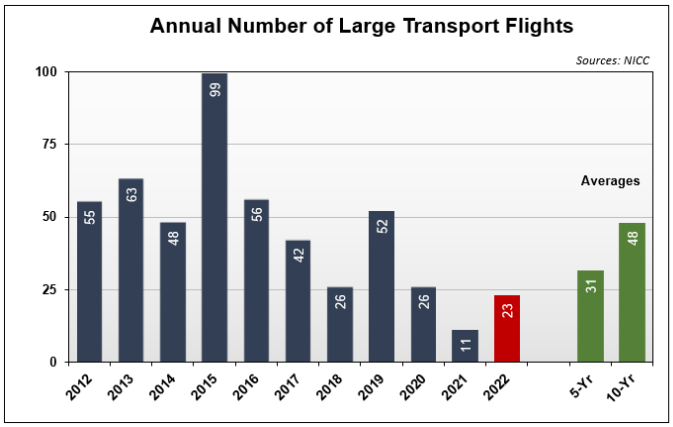
The National Airspace Coordination Program became part of the NICC in 2019. Temporary Flight Restrictions created nationally will be included in this annual report moving forward.

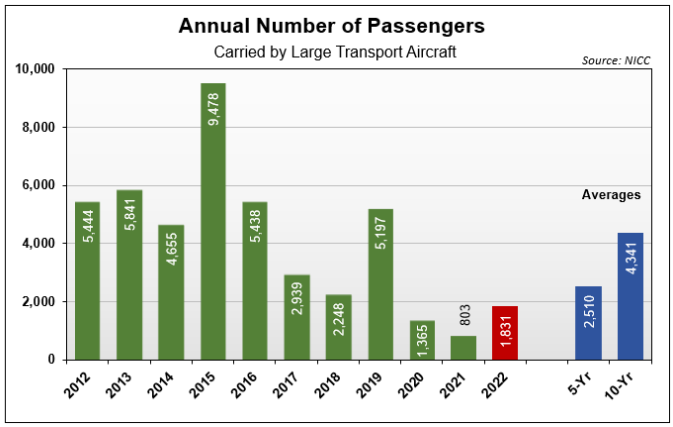
TFR Requests by Agency									
	BIA	BLM	DOD	FEMA	FS	FWS	NPS	ST	Other
Filled	39	68	2	0	462	0	32	265	4
Total:	872								

TFR Requests by GACC											
	AK	EA	GB	NICC	NO	NR	NW	RM	SA	SO	SW
Filled	47	4	123	0	65	109	173	56	29	81	185
Total:	872										

Large Transportation Aircraft

In 2022, there was one exclusive-use contract for large transportation aircraft. The contract was filled with a B737-2T4 jet aircraft. This exclusive-use jet flew 13 times. There were also 10 additional large aircraft charter flights arranged by NICC.





Exclusive-Use and Charter Large Transport Requests Summary by Destination Agency and Geographic Area

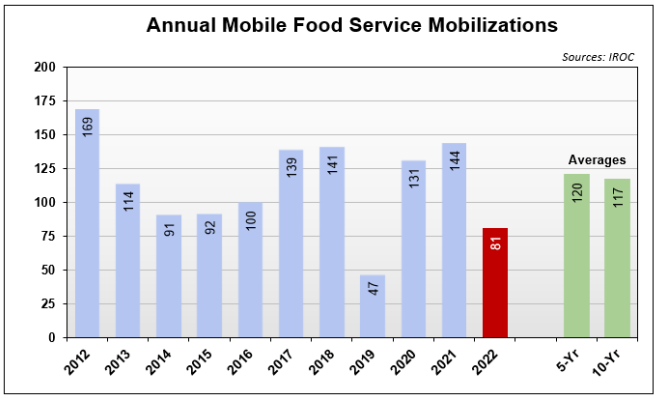
Requesting Agency	Exclusive-Use Aircraft		Charter Aircraft		Large Trans. Totals	
	Flights	Pax	Flights	Pax	Flights	Pax
BIA	0	0	0	0	0	0
BLM	13	1016	10	815	23	1,831
DOD	0	0	0	0	0	0
FEMA	0	0	0	0	0	0
FS	0	0	0	0	0	0
FWS	0	0	0	0	0	0
NPS	0	0	0	0	0	0
ST	0	0	0	0	0	0
Other	0	0	0	0	0	0
Canada	0	0	0	0	0	0
Total:	13	1,016	10	815	23	1,831

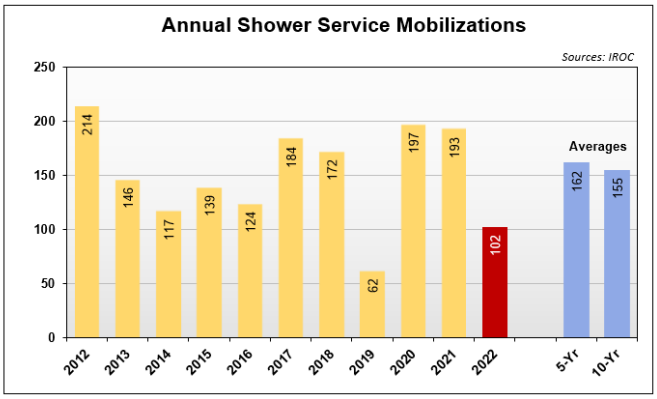
Requesting GACC	Exclusive-Use Aircraft		Charter Aircraft		Large Trans. Totals	
	Flights	Pax	Flights	Pax	Flights	Pax
AK	12	996	10	815	22	1,811
EA	0	0	0	0	0	0
GB	0	0	0	0	0	0
NICC	0	0	0	0	0	0
NO	0	0	0	0	0	0
NR	0	0	0	0	0	0
NW	1	20	0	0	1	20
RM	0	0	0	0	0	0
SA	0	0	0	0	0	0
SO	0	0	0	0	0	0
SW	0	0	0	0	0	0
Other	0	0	0	0	0	0
Canada	0	0	0	0	0	0
Total:	13	1,016	10	815	23	1,831

Equipment Services Mobilization

NICC received 87 requests for mobile food services in 2022. Of those requests: 81 were filled, five were canceled and one was UTF.

NICC received 111 requests for mobile shower services in 2022. Of those requests: 102 were filled, six were canceled and three were UTF.





Equipment Services Requests Summary by Requesting Agency and Geographic Area

Requesting Agency	Mobile Food			Showers			Equipment Services Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
BIA	5	0	0	5	0	0	10	0	0	10
BLM	5	0	0	3	1	0	8	1	0	9
DOD	0	0	0	0	0	0	0	0	0	0
FEMA	0	0	0	0	0	0	0	0	0	0
FS	58	3	1	82	3	2	140	6	3	149
FWS	0	0	0	0	0	0	0	0	0	0
NPS	2	1	0	4	0	0	6	1	0	7
ST	11	1	0	8	2	1	19	3	1	23
Other	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0
Subtotal:	*81*	*5*	*1*	*102*	*6*	*3*	*183*	*11*	*4*	
Total:	**87**			**111**			**198**			

Requesting GACC	Mobile Food			Showers			Equipment Services Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
AK	0	0	0	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0	0	0	0
GB	16	1	0	16	1	2	32	2	2	36
NICC	0	0	0	0	0	0	0	0	0	0
NO	7	0	0	16	0	0	23	0	0	23
NR	10	0	0	10	1	0	20	1	0	21
NW	13	0	1	22	0	0	35	0	1	36
RM	9	1	0	6	2	1	15	3	1	19
SA	1	0	0	0	0	0	1	0	0	1
SO	5	1	0	6	0	0	11	1	0	12
SW	20	2	0	26	2	0	46	4	0	50
Other	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0
Subtotal:	*81*	*5*	*1*	*102*	*6*	*3*	*183*	*11*	*4*	
Total:	**87**			**111**			**198**			

Radio and Weather Equipment Mobilizations

NICC received 598 requests for radio kits and weather equipment in 2022. Of those requests: 569 were filled, 25 were canceled, and four were UTF.

Radio and Weather Equipment Request Summary by Requesting Agency and Requesting Geographic Area

Requesting Agency	4390 Starter			4312 Repeater			4381 Tactical			5869 RAWS			Equipment Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
BIA	0	0	0	1	0	0	1	0	0	2	0		4	0	0	4
BLM	16	1	0	23	1	0	5	0	0	7	0		51	2	0	53
DOD	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
FEMA	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
FS	74	7	1	130	3	1	129	6	2	70	1		403	17	4	424
FWS	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
NPS	0	0	0	10	0	0	2	0	0	3	0		15	0	0	15
ST	15	0	0	41	1	0	18	0	0	15	4		89	5	0	94
Other	0	0	0	4	1	0	3	0	0	0	0		7	1	0	8
Canada	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
Subtotal:	*105*	*8*	*1*	*209*	*6*	*1*	*158*	*6*	*2*	*97*	*5*	*0*	*569*	*25*	*4*	
Total:	**114**			**216**			**166**			**102**			**598**			

Requesting GACC	4390 Starter			4312 Repeater			4381 Tactical			5869 RAWS			Equipment Totals			
	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Fill	Cancel	UTF	Total
AK	10	1	0	28	0	0	5	0	0	6	3	0	49	4	0	53
EA	4	0	0	0	1	0	0	0	0	0	0	0	4	1	0	5
GB	8	0	0	21	3	1	19	0	1	23	0	0	71	3	2	76
NICC	0	0	0	4	1	0	2	0	0	0	0	0	6	1	0	7
NO	13	2	1	23	0	0	28	1	0	9	0	0	73	3	1	77
NR	8	0	0	9	0	0	1	0	0	6	0	0	24	0	0	24
NW	18	4	0	37	1	0	42	0	0	20	0	0	117	5	0	122
RM	13	0	0	3	0	0	0	0	0	2	2	0	18	2	0	20
SA	0	0	0	7	0	0	7	0	0	0	0	0	14	0	0	14
SO	12	1	0	22	0	0	7	0	0	5	0	0	46	1	0	47
SW	19	0	0	55	0	0	47	5	1	26	0	0	147	5	1	153
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal:	*105*	*8*	*1*	*209*	*6*	*1*	*158*	*6*	*2*	*97*	*5*	*0*	*569*	*25*	*4*	
Total:	**114**			**216**			**166**			**102**			**598**			

Wildland Fires and Acres Burned by State and Agency

(Figures are from the SIT/209 Application)

Alabama

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	37	6,402	2	320	39	6,722
FWS	1	1	0	0	1	1
NPS	3	7	0	0	3	7
ST	1,875	33,173	792	1,072	2,667	34,245
Totals:	**1,916**	**39,583**	**794**	**1,392**	**2,710**	**40,975**

Alaska

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BLM	29	136	171	1,535,427	200	1,535,563
DVF	256	11,698	108	1,563,706	364	1,575,404
FS	28	9	3	0	31	9
Totals:	**313**	**11,843**	**282**	**3,099,133**	**595**	**3,110,976**

Arizona

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	256	8,040	67	31,889	323	39,929
BLM	100	928	44	1,789	144	2,717
DVF	247	25,478	32	2,378	279	27,856
FS	329	37,077	327	13,846	656	50,924
FWS	2	0	4	16	6	16
NPS	5	11	19	2,710	24	2,721
Totals:	**939**	**71,535**	**493**	**52,629**	**1,432**	**124,165**

Arkansas

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	167	4,040	22	277	189	4,317
FWS	2	28	0	0	2	28
NPS	25	1,355	0	0	25	1,355
OTHR	1,687	33,328	0	0	1,687	33,328
Totals:	**1,881**	**38,751**	**22**	**277**	**1,903**	**39,028**

California

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	35	156	1	0	36	156
BLM	60	3,118	19	122	79	3,240
C&L	18	4,501	0	0	18	4,501
CDF	6,710	82,820	44	410	6,754	83,230
FS	712	154,277	222	56,824	934	211,101
FWS	13	193	0	0	13	193
NPS	37	5,328	13	1,536	50	6,864
Totals:	**7,585**	**250,394**	**299**	**58,892**	**7,884**	**309,287**

Colorado

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	17	103	59	37	76	140
BLM	31	1,362	252	587	283	1,949
C&L	149	36,403	97	422	246	36,825
FS	92	1,004	100	2,221	192	3,225
FWS	6	3	1	0	7	3
NPS	2	265	22	340	24	605
USA	5	1,330	2	1,655	7	2,985
Totals:	**302**	**40,470**	**533**	**5,262**	**835**	**45,732**

Connecticut

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
ST	150	347	0	0	150	347
Totals:	**150**	**347**	**0**	**0**	**150**	**347**

Delaware

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FWS	1	0	0	0	1	0
ST	6	79	0	0	6	79
Totals:	**7**	**79**	**0**	**0**	**7**	**79**

Florida

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	11	4,002	2	1	13	4,003
DOD	5	2,039	1	1,100	6	3,139
FS	82	2,386	19	13	101	2,399
FWS	6	336	2	2	8	338
NPS	15	877	19	371	34	1,248
OTHR	46	40	1	55	47	95
ST	2,052	80,225	489	61,760	2,541	141,985
USAF	34	11,567	0	0	34	11,567
Totals:	**2,251**	**101,472**	**533**	**63,302**	**2,784**	**164,774**

Georgia

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
DOD	1	0	0	0	1	0
FS	42	1,474	2	97	44	1,571
NPS	1	3	0	0	1	3
OTHR	59	389	0	120	59	509
ST	3,514	20,489	2	2,445	3,516	22,934
Totals:	**3,617**	**22,355**	**4**	**2,662**	**3,621**	**25,017**

Hawaii

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
DOD	1	25,000	0	0	1	25,000
FWS	2	5	0	0	2	5
NPS	1	43	1	5	2	48
Totals:	**4**	**25,048**	**1**	**5**	**5**	**25,053**

Idaho

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	20	8,519	2	86	22	8,605
BLM	125	54,384	50	15,487	175	69,871
BOR	1	0	0	0	1	0
C&L	51	33,029	4	15	55	33,044
FS	86	132,920	371	189,649	457	322,569
FWS	1	58	0	0	1	58
ST	225	1,988	152	597	377	2,585
Totals:	**509**	**230,898**	**579**	**205,834**	**1,088**	**436,733**

Illinois

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	21	109	0	0	21	109
FWS	3	2	0	0	3	2
ST	8	187	0	0	8	187
Totals:	**32**	**298**	**0**	**0**	**32**	**298**

Indiana

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	36	95	0	0	36	95
FWS	3	1,326	0	0	3	1,326
NPS	6	2	0	0	6	2
ST	4	220	0	0	4	220
Totals:	**49**	**1,643**	**0**	**0**	**49**	**1,643**

Iowa

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FWS	7	288	0	0	7	288
Totals:	**7**	**288**	**0**	**0**	**7**	**288**

Kansas

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	14	641	0	0	14	641
C&L	47	79,371	3	3,926	50	83,297
FWS	3	77	0	0	3	77
Totals:	**64**	**80,089**	**3**	**3,926**	**67**	**84,015**

Kentucky

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	51	1,162	2	1	53	1,163
NPS	2	9	0	0	2	9
ST	1,225	58,027	0	0	1,225	58,027
Totals:	**1,278**	**59,198**	**2**	**1**	**1,280**	**59,199**

Louisiana

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	80	9,352	4	26	84	9,378
ST	1,175	15,097	0	0	1,175	15,097
Totals:	**1,255**	**24,449**	**4**	**26**	**1,259**	**24,475**

Maine

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
ST	709	409	21	16	730	425
Totals:	**709**	**409**	**21**	**16**	**730**	**425**

Maryland

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FWS	2	18	0	0	2	18
ST	108	2,881	7	240	115	3,121
Totals:	**110**	**2,899**	**7**	**240**	**117**	**3,139**

Massachusetts

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
ST	1,180	1,749	12	7	1,192	1,756
Totals:	**1,180**	**1,749**	**12**	**7**	**1,192**	**1,756**

Michigan

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	7	7	0	0	7	7
FS	133	94	5	1	138	95
NPS	1	5	0	0	1	5
ST	217	653	13	2,762	230	3,415
Totals:	**358**	**759**	**18**	**2,763**	**376**	**3,522**

Minnesota

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	114	264	0	0	114	264
FS	60	45	3	9	63	54
FWS	10	373	0	0	10	373
NPS	1	0	0	0	1	0
ST	524	3,023	1	1	525	3,024
Totals:	**709**	**3,705**	**4**	**10**	**713**	**3,715**

Mississippi

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	2	8	0	0	2	8
FS	139	8,919	3	13	142	8,933
NPS	7	1	0	0	7	1
OTHR	1,829	44,228	0	0	1,829	44,228
Totals:	**1,977**	**53,156**	**3**	**13**	**1,980**	**53,170**

Missouri

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	134	4,958.1	0	0	134	4,958
NPS	2	10	0	0	2	10
Totals:	**136**	**4,968.1**	**0**	**0**	**136**	**4,968**

Montana

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	427	28,654	59	2,171	486	30,825
BLM	10	7	27	137	37	144
C&L	604	18,285	144	21,462	748	39,747
FS	171	1,393	284	60,800	455	62,193
FWS	0	0	5	366	5	366
NPS	1	1	8	1,707	9	1,708
ST	182	2,242	165	284	347	2,526
Totals:	**1,395**	**50,582**	**692**	**86,927**	**2,087**	**137,509**

Nebraska

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	1	545	0	0	1	545
DOF	519	69,856	15	75	534	69,931
FS	6	666	24	5,338	30	6,004
FWS	3	54	0	0	3	54
Totals:	**529**	**71,121**	**39**	**5,413**	**568**	**76,534**

Nevada

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	1	0	1	0	2	0
BLM	131	18,092	145	14,640	276	32,733
BOR	5	2	0	0	5	2
C&L	101	2,770	21	667	122	3,438
FS	37	55	31	22,172	68	22,227
FWS	5	0	0	0	5	0
NPS	21	1	3	0	24	1
ST	4	0	0	0	4	0
Totals:	**305**	**20,921**	**201**	**37,480**	**506**	**58,402**

New Hampshire

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	28	155	9	10	37	165
ST	61	215	5	1	66	216
Totals:	**89**	**370**	**14**	**11**	**103**	**381**

New Jersey

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FWS	1	1	0	0	1	1
ST	1,164	15,531	0	0	1,164	15,531
Totals:	**1,165**	**15,532**	**0**	**0**	**1,165**	**15,532**

New Mexico

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	69	239	38	46	107	285
BLM	62	6,102	43	4,732	105	10,834
DOD	1	12	0	0	1	12
DOE	0	203	0	0	0	203
FS	84	707,839	148	5,109	232	712,948
FWS	1	0	1	0	2	0
NPS	2	3	6	3	8	6
OTHR	20	1,086	16	983	36	2,069
SF	214	131,799	43	1,749	257	133,548
Totals:	**453**	**847,283**	**295**	**12,622**	**748**	**859,906**

New York

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
ST	152	1,086	10	227	162	1,313
Totals:	**152**	**1,086**	**10**	**227**	**162**	**1,313**

North Carolina

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	17	28	0	0	17	28
FS	34	2,562	0	0	34	2,562
FWS	3	18	0	0	3	18
NPS	5	27	0	0	5	27
ST	6,033	18,670	56	1,448	6,089	20,118
USM	74	6,098	0	0	74	6,098
Totals:	**6,166**	**27,403**	**56**	**1,448**	**6,222**	**28,851**

North Dakota

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	98	885	0	0	98	885
FS	7	85	2	0	9	85
FWS	4	539	0	0	4	539
Totals:	**109**	**1,509**	**2**	**0**	**111**	**1,509**

Ohio

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	84	163	0	0	84	163
ST	640	2,900	0	0	640	2,900
Totals:	**724**	**3,063**	**0**	**0**	**724**	**3,063**

Oklahoma

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	1,195	135,893	2	37	1,197	135,930
FWS	15	104	0	0	15	104
OTHR	305	3,556	1	146	306	3,702
ST	1,292	244,397	1	1,000	1,293	245,397
Totals:	**2,807**	**383,950**	**4**	**1,183**	**2,811**	**385,133**

Oregon

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	73	794	5	43	78	838
BLM	116	42,861	229	33,282	345	76,144
C&L	13	6	15	12	28	18
DL	3	96	0	0	3	96
DOF	672	12,034	225	32,825	897	44,859
FS	258	404	482	333,467	740	333,871
FWS	3	4	5	247	8	251
NPS	5	0	13	3	18	3
Totals:	**1,143**	**56,201**	**974**	**399,881**	**2,117**	**456,082**

Pennsylvania

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	4	6	0	0	4	6
ST	939	2,543	8	39	947	2,582
Totals:	**943**	**2,549**	**8**	**39**	**951**	**2,588**

Rhode Island

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
ST	76	44	0	0	76	44
Totals:	**76**	**44**	**0**	**0**	**76**	**44**

South Carolina

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	21	663	1	14	22	677
Totals:	**21**	**663**	**1**	**14**	**22**	**677**

South Dakota

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	302	27,847	20	231	322	28,078
BLM	0	0	1	0	1	0
C&L	44	8,012	12	582	56	8,594
FS	33	3,464	41	20	74	3,484
FWS	2	9	0	0	2	9
NPS	2	114	1	2	3	116
ST	54	1,615	14	41	68	1,656
USA	0	0	1	211	1	211
Totals:	**437**	**41,061**	**90**	**1,087**	**527**	**42,148**

Tennessee

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	35	367	0	0	35	367
NPS	14	981	0	0	14	981
OTHR	1,150	13,114	8	52	1,158	13,166
ST	18	545	0	0	18	545
Totals:	**1,217**	**15,007**	**8**	**52**	**1,225**	**15,059**

Texas

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BLM	4	70	1	23	5	93
C&L	10,111	95,558	264	6,544	10,375	102,102
FS	69	1,263	20	902	89	2,165
FWS	16	2,690	21	13,334	37	16,024
NPS	7	317	2	5	9	322
OTHR	9	13	0	0	9	13
ST	1,815	484,780	232	66,301	2,047	551,081
Totals:	**12,031**	**584,691**	**540**	**87,109**	**12,571**	**671,800**

Utah

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	8	12	16	66	24	78
BLM	38	319	119	520	157	839
DOI	22	291	88	1,965	110	2,256
FS	45	16,331	103	42	148	16,373
NPS	4	0	9	18	13	18
ST	359	7,328	134	353	493	7,681
Totals:	**476**	**24,281**	**469**	**2,964**	**945**	**27,245**

Vermont

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	6	11	9	0	15	11
ST	71	72	0	0	71	72
Totals:	**77**	**83**	**9**	**0**	**86**	**83**

Virginia

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	32	806	0	0	32	806
FWS	6	113	0	0	6	113
ST	509	8,946	11	91	520	9,037
Totals:	**547**	**9,865**	**11**	**91**	**558**	**9,956**

Washington

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	175	1,578	29	32	204	1,610
BLM	52	13,897	5	51	57	13,948
DNR	749	52,646	100	1,708	849	54,354
FS	187	16,437	114	54,005	301	70,442
FWS	34	454	1	0	35	454
NPS	14	1	23	12,313	37	12,314
ST	9	20,537	0	0	9	20,537
Totals:	**1,220**	**105,550**	**272**	**68,109**	**1,492**	**173,659**

West Virginia

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	6	9	0	0	6	9
NPS	2	200	1	40	3	240
ST	881	20,024	3	2	884	20,026
Totals:	**889**	**20,233**	**4**	**42**	**893**	**20,275**

Wisconsin

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
FS	30	22	0	0	30	22
ST	893	859	0	0	893	859
Totals:	**923**	**881**	**0**	**0**	**923**	**881**

Wyoming

Agency	Fires - Human	Acres - Human	Fires – Lightning	Acres – Lightning	Fires – Total	Acres - Total
BIA	39	2,694	0	0	39	2,694
BLM	33	4,275	37	442	70	4,717
BOR	2	2	0	0	2	2
C&L	131	8,776	74	3,912	205	12,688
FS	49	2,876	44	709	93	3,585
FWS	0	0	1	0	1	0
NPS	1	0	6	0	7	0
SF	12	1,263	14	817	26	2,080
Totals:	**267**	**19,886**	**176**	**5,880**	**443**	**25,766**

NICC Benchmarks

The figures below represent national-level totals for fire activity and numbers of **resources mobilized through the National Interagency Coordination Center**, except for Incident Management Team mobilizations, which are displayed in totality of mobilizations nationwide. Records set during the year of this report are in **bold**.

Category	Record Year	Record	2022 Stats
Wildfires	2006	96,385	68,988
Wildfire Acres Burned	2015	10,125,149	7,577,183
Significant Fires	2006	1,801	1,289
Days at Preparedness Level 1&2	2010	365	288
Days at Preparedness Level 4&5	2021	99	10
Days at Preparedness Level 5	2021	68	0
Type 1 IMT Mobilizations (fire & non-fire)	2002	85	41
Type 2 IMT Mobilizations (fire & non-fire)	2021	138	86
Dept. of Defense Battalions/Task Forces	1988	8	0
MAFFS (millions of gallons delivered)	1994	5.03	0.16
Tactical Crew Mobilizations	2003	1,796	1,292
Engine Mobilizations	2021	3,149	2,508
Overhead Mobilizations	2000	17,898	12,937
Type 1 Helicopter Mobilizations	2016	334	211
Type 2 Helicopter Mobilizations	2006	323	120
Heavy Airtankers (VLAT/LAT/MAFFS)	2017	2,298	468
Large Transport Flights	1994	552	23
Mobile Food Units	1994	195	81
Shower Units	1994	256	102

Identifier Legend

Interagency Coordination Centers
NICC: National Interagency Coordination Center
NIFC: National Interagency Fire Center
CIIFC: Canadian Interagency Forest Fire Centre
AK: Alaska Area
EA: Eastern Area
GB: Great Basin Area
NO: Northern California Area
NR: Northern Rockies Area
NW: Northwest Area
RM: Rocky Mountain Area
SA: Southern Area
SW: Southwest Area
SO: Southern California Area

Federal Government Agencies
FS: Forest Service
BIA: Bureau of Indian Affairs
BLM: Bureau of Land Management
FWS: Fish and Wildlife Service
NPS: National Park Service
FEMA: Federal Emergency Management Agency
ESF4: Emergency Support Function, Firefighting
NWS: National Weather Service
DOE: Department of Energy
DOD: Department of Defense

International Partners
AU: Australia
CN: Canada
MX: Mexico
NZ: New Zealand

Other Providers/Ownership
CNTY: County
OT: Other
PRI: Private
ST: State
ST/OT: State/Other Combined

Acronyms and Terminology

Air Attack: Light aircraft (airplane or helicopter) that carries the ATGS.

ASM: Aerial Supervision Module, light twin-engine airplane that combines the lead plane function and tactical supervision (pilot and Air Tactical Supervisor - ATS).

CWN: Call When Needed, refers to aircraft that have a call when needed contract.

DRTI: Distributed Real-Time Infrared aircraft (operated by DOD).

EXCL: Exclusive-Use Contract. Refers to aircraft that have an exclusive-use contact with an agency.

IA: Initial attack**.**

IMT: Incident Management Team.

Infrared: Aircraft outfitted with infrared sensing equipment.

IROC: Interagency Resource Ordering Capability System.

Large fire: A large fire is defined as 100 acres or greater in timber, 300 acres or greater in grass/brush, or a Type 1, Type 2 or NIMO team is assigned.

LAT: Large Airtanker.

Lead Plane: Twin-engine airplane that guides airtankers over a fire.

MAFFS: Modular Airborne Fire Fighting System (military C-130 aircraft).

NIMO: National Incident Management Organization.

Pax: Passengers.

RAWS: Remote Automated Weather Station.

Starter: Type of portable radio kit.

Repeater: Type of portable radio kit.

Tactical: Type of portable radio kit.

SEAT: Single engine airtanker.

TFR: Temporary Flight Restriction.

UTF: Unable to Fill resource request (the requested resource couldn't be filled).

UAS: Unmanned aircraft systems.

VLAT: Very Large Airtanker.

https://www.fema.gov/blog/may-wildfire-awareness-month

As hotter, drier weather of summer approaches, the risk of wildfire increases. FEMA encourages you to make sure your home and your family are prepared for wildfires.

The United States Fire Administration promotes simple ways to prevent a fire from affecting your home and community, including:

- Reduce the amount of flammable materials and brush that can burn around your home by removing pine needles, dry leaves or other highly flammable materials.
- Protect your roof: Trim branches that overhang your home and remove any leaves, needles, and sticks from your roof and gutters.
- Move wood piles and small propane tanks away from your (and your neighbor's) home, 30 feet or more is best.
- Embers from a burning fire can get under an unprotected porch or through vents. To prevent this, install a wire mesh screen with openings no larger than 1/8th inch.

Be prepared in case you need to evacuate:

- Keep important documents in a fireproof safe, on a USB drive, or store password protected documents online.
- Check your home insurance to make sure your policy protects your current home value and includes wildfires.
- Give yourself time and evacuate early if possible. If you can't leave, designate a room that can be closed off from outside air in case air conditions become hazardous.
- Make your household emergency plan and go-kit. When making plans, don't forget the needs of pets. Make sure that you know more than one way out of your neighborhood.
- Sign up to receive emergency alerts and notices for your community.
- Ready.gov offers vital safety tips on what to do before, during, and after a wildfire.

Another important thing to consider is buying flood insurance. After a wildfire, flood risk increases due to the inability of charred vegetation and soil to absorb water. Rainstorms after a wildfire lead to increased runoff down slopes and into channels, streams, and rivers. Flooding after fire can be fast, severe, and include mudflows as runoff picks up debris, ash, and sediment from the burn scar. Flood insurance can protect property owners from catastrophic financial impacts of flooding following a wildfire.

Wildfires can develop and spread quickly, leaving little time to get somewhere safe. Know what to do to keep yourself, your family, and your pets safe and take steps now to protect your future.

Other resources:
www.BeReadyUtah.gov
www.BeReadyParkCity.org
Sign up for emergency alerts at www.parkcityalerts.org

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Community Development
Item Type: Resolution
Agenda Section: RECOGNITION

Subject:
Consideration to Adopt Resolution 08-2023, a Resolution Proclaiming June 2023 as Pride Month in Park City
(A) Public Input (B) Action

Suggested Action:

Attachments:
Pride Month In Park City Staff Report
Exhibit A: Pride Month in Park City Resolution

City Council Staff Report

Subject: Pride Month Resolution
Author: Browne Sebright
Department: Executive, Community Development
Date: May 11, 2023
Type of Item: Administrative

Recommendation

Consider approving the proposed resolution proclaiming June 2023 as Pride Month in Park City and discuss and consider support for 2023 Pride Month activations.

Analysis

Pride month has been celebrated in the United States since 1970 and is rooted in the 1969 Stonewall Uprising in New York City.[1] Pride Month creates visibility for members of our community who are lesbian, gay, bisexual, transgender, or queer. Pride Month is a time to celebrate the LGBTQ+ community and raise awareness of the community's challenges. Consistent with Council Protocols, the Council was informally polled and at least three were supportive of considering this Resolution.

By continuing its annual tradition[2,3,4] of participating in Pride Month, Park City signals its commitment to including LGBTQ+ individuals, families, and youth in governance and the importance of affirming our cultural diversity. A Pride Month resolution aligns with the City's Critical Community Priority of Social Equity. Park City Municipal Corporation and community members continue to convene and work collaboratively to advance social equity initiatives.

In 2020, the City initiated the LGBTQ+ Task Force to examine and improve the City's practices towards equity and inclusion of queer individuals in government. The Task Force nearly doubled the City's Municipal Equality Index score, now the second highest in Utah. In 2022, the Task Force developed a new operating and leadership structure independent of PCMC to expand its mission and vision and to allow for more fundraising opportunities. The Park City LGBTQ+ Task Force has reviewed and supports this resolution.

Resolution Synopsis

As part of the City Council resolution, the Council may consider allowing the following activities:

Events and Visibility initiatives (June 1 - 30)

- Hang Pride banners (code) on City light standards on Main Street for the month of June
    - City owns the banners and could provide the labor
- Display progress pride flags on five City flag poles for the month of June

[1] Library of Congress. 1969: The Stonewall Uprising
[2] 2020 Pride Month Resolution
[3] 2021 Pride Month Resolution
[4] 2022 Pride Month Resolution

    - City owns the flags and has provided labor for this activity in the past
- Install transit decals exhibiting “Ride with Pride” livery for the month of June
    - Design will be consistent with the prior year’s theme, “Ride with Pride”
    - Transit recommends placement on the Trolley again due to the visibility it provides, as the Trolley bus is only assigned to that route.
        - Transit would consider placement on a bus that operates on routes outside of Old Town.
            - Buses that are not the Trolley are assigned to various routes throughout PC Transit’s service area. The selected bus for pride decals may not always be in service at all times during June.
    - Transit may discuss possible collaboration with High Valley Transit similar to last year
- Flag raising event at Miners Hospital
    - Thursday, June 1st, 2023
    - This event is geared towards civic engagement, with speakers which may include Councilmembers or the Mayor.
    - Task Force will coordinate the remarks with all speakers, provide A/V equipment, marketing content, and conduct outreach about the event with their membership and the community.
    - City to provide the flag, at least 1 speaker, and communicate the event through City channels.

Conclusion

Council adopting this resolution will help expand upon the work done by the LGBTQ+ Task Force to include partnerships with stakeholders, showcase queer arts and culture. It will help increase awareness, visibility, and participation for our LGBTQ+ community and allies.

Department Review

Executive, Community Engagement, Transit, Community Development, and the City Attorney’s Office have reviewed this staff report.

Exhibits

A: Pride Month Resolution

Resolution 08-2023

RESOLUTION PROCLAIMING JUNE 2023, AS PRIDE MONTH IN PARK CITY

WHEREAS, LGBTQ+ Pride month is the positive stance against discrimination and violence toward lesbian, gay, bisexual, transgender, queer, plus (LGBTQ+) people; promotes their self-affirmation, dignity, and equality rights; increases their visibility as a social group; builds community; and celebrates sexual diversity and gender variance; and

WHEREAS, Utah Pride began with a small, informal gathering of Salt Lake City's LBGTQ+ community in 1974; and

WHEREAS, Park City welcomes residents and visitors from the LGBTQ+ community, their friends and family members, and straight allies who show their support; and

WHEREAS, Park City honors those in our community who have dedicated their lives to the cause of justice for all people; and

WHEREAS, Park City is committed to learning how to advance inclusion for LGBTQ+ residents by creating and supporting policies and programs that stand against discrimination and promoting equality and opportunity for all members of the LGBTQ+ community; and

WHEREAS, Pride Month is a reminder of how much we have to celebrate, and should prompt us to never let up in our efforts to ensure full equality, inclusion, and empowerment for every member of our LGBTQ+ community.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council:

1. Hereby proclaim June 2023 as Pride Month.

2. Hereby authorize Pride banners on City light standards on Main Street for Pride Month.

3. Hereby authorize the display of Pride flags on five City flag poles for Pride Month.

4. Hereby authorize transit decals exhibiting “Ride with Pride” livery for Pride Month.

5. Hereby authorize a Flag raising event at Miners Hospital on Thursday, June 1st, 2023, in coordination with the LGBTQ+ Task Force.

PASSED AND ADOPTED this day 11th of May, 2023.

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Nann Worel

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

City Attorney’s Office

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Transportation Planning
Item Type: Staff Report
Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:
Safe Routes to School Program

Suggested Action:

Attachments:
Safe Routes to School Staff Report

City Council
Staff Communications Report

Subject: Safe Routes to School Program Information
Authors: Alex Roy, Sr. Transportation Planner
Anna Maki, Transportation Planner
Becky Gutknecht, Engineer
Department: Transportation Planning
Date: May 11, 2023

Summary

Safe Routes to Schools (SRTS) is a program run by the Utah Department of Transportation (UDOT) and facilitated by school districts throughout the state. The program's goal is to 'help children get to and from school safely while motivating children to experience the benefits of walking or biking to school.' Under Utah law, Park City elementary, middle, and junior high schools must have designated safe routes for students in the form of a Safe Routes Plan. Transportation Planning has developed an overview of the UDOT 'Safe Routes to School' program for informational purposes.

Safe Routes to School Background and Purpose

UDOT, in coordination with public schools and school districts, facilitates efforts to improve safety for students accessing neighborhood campus facilities. The State Transportation Agency has identified the Safe Routes program as both a public health and safety issue. Previously run under the umbrella of SNAP, Student Neighborhood Access Program, the program has been replaced by Safe Routes Utah. The primary goal of Safe Routes Utah is community engagement and education, with a secondary goal of improving road safety.

Safe Route programs are the responsibility of the Schools and Districts. All K-12 schools are required by the Utah State Legislature to create and maintain a Safe Routes plan and map identifying the routes. Park City School District (District) has created a Safe Routes plan and map. This plan and map include school contacts as well as the routing plan and loading / pick-up areas. The plan must consist of education, engagement, and safe route components. Schools are also required to identify recommendations for improvements to the routes. UDOT assists schools with this legal responsibility depending on community requests through the Safe Routes to School Program.

Funding is an additional resource provided through the SRTS program in the form of grants. The Safe Routes Grants program was implemented to encourage walking and biking as the primary form of transportation for students living within 2 miles of their school. Grant funding can be used for both infrastructure (crosswalks, signage, bicycle parking) and non-infrastructure (education) projects. UDOT provides grant application guidance as well as a program contact to reach out to for further information. Beginning in Fiscal Year 2025, all Safe Routes projects are federally funded and must follow federal project requirements.

Park City Municipal Corporation Projects & SRTS Overlap and Coordination

Park City Staff advance biking and walking to schools in several methods and compliant with local, state, and federal standards. The Transportation Planning, Engineering, and Trails and Open Space departments are currently in the process of developing the Park City Bike Pedestrian Plan (PC Bike/Ped). This project will review the current Safe Routes Map and

engage the PC School District and UDOT in the PC Bike/Ped planning process and other ongoing City efforts. This effort, we hope, will continue to improve our overall coordination and collaboration.

For example, the Neighborhoods First Streets Program (NFS Program) consists of multiple departments working on transportation issues with residents and community stakeholders. Recently and specifically related to the SRTS program, a concern about vehicles parking blocking the sidewalk along a school route was brought to the NFS Program. The NFS responded by designing and putting out door hangers to remind residents that they live on a Safe Route to School and educate them in ways in which they can help to keep our kids safe. We also dispatched our Police Department to obtain compliance for those not responding to educational efforts. In addition, City teams are distributing information to residents this spring along every street identified by the SRTS program and conducting additional Police patrols.

Park City staff has long helped lead and organize bi-annual bike to school events. The spring event is planned for the end of May. Park City MC is committed to making biking and walking to school as safe as possible for the community and has devoted both policy and major capital projects (tunnels) to make every ride a safe one.

August 2022 Bike to School Source: PCMC

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Transportation Planning
Item Type: Staff Report
Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:
Park City Bike and Pedestrian Plan Update

Suggested Action:

Attachments:
Bike and Pedestrian Plan Staff Report
Exhibit A: Bike and Pedestrian Plan Update

City Council
Staff Communications Report

Subject: **Bike and Pedestrian Plan Update**
Author: **Alex Roy, Senior Transportation Planner; Hannah Pack, Transportation Planner**
Department: **Transportation Planning**
Date: **May 11, 2023**

Summary

In 2021, Park City Municipal Corporation (City) started work on Park City's Bike and Pedestrian Plan. The project recently restarted after a project pause in 2022. This plan builds off the Park City Walkable/Bikeable Neighborhood Study completed in 2007. The Bike and Pedestrian Plan will develop a project list that includes both capital and policy recommendations to help guide the next generation of biking and walking projects. This Staff Communications Report provides a history of the project, an update on recent community outreach, and outlines upcoming project milestones.

Background

The Park City Bicycle and Pedestrian Plan (PC Bike/Ped Plan) launched in Fall 2021. The PC Bike/Ped Plan seeks to identify capital projects that improve walking and biking conditions over the next fifteen years. Using public and stakeholder input, existing conditions, and best practices, the plan will recommend new policies, practices, and infrastructure to improve connectivity, active transportation facilities, user experience, and public safety.

After the project kickoff in 2021, several comprehensive community engagement efforts were completed, including seven neighborhood walking audits, discussions at the City's Fall Projects Open House, and a bilingual survey with over 700 responses. In 2022, the PC Bike/Ped Plan was paused due to staffing changes and to prioritize the completion of Park City Forward, the Short Range Transit Plan, and the Winter 2022/23 Transit Service Plan. Over the past several months, Transportation Planning sought to better understand user perspectives by hosting five additional community conversations, launching a project website, and providing online opportunities to participate via Engage Park City.

Recent community engagement efforts include the following:

- League of American Bicyclists survey
    - Park City applied to renew our Bicycle Friendly Community status from the League of American Bicyclists. As part of their review process, the League created a bilingual survey to learn more about the experiences of bicyclists in our community. The survey was shared via the Bike and Pedestrian Plan project website, the City's social media accounts, and the City's newsletter. The survey was conducted from March 2 to April 5, 2023. Data will be shared when awards are announced in May 2023.
- Engage Park City
    - We created an Engage Park City project page. The page included a project overview, relevant documents, and key project dates. Users had the opportunity to provide feedback on an interactive map to identify areas of concern and submit their ideas for improving walking and biking. More than 145 people were reached through this webpage, and over 40 comments were received.
- Community Conversations
    - Project staff conducted five Community Conversations throughout different Park City neighborhoods to better understand neighborhood-specific needs and

identify systemwide improvements. In total, 50 members of the Park City community participated. More information can be found in **Exhibit A**.

- Locations included:
  - Park City Municipal Athletic & Recreation Center -- As part of Mayor & Council in the Neighborhood
  - Park City Library
  - Police Department – Thaynes/Three Kings neighborhood discussion
  - Park City Museum Education Center – Open House
  - Park City Heights Clubhouse -- PC Heights neighborhood discussion
- Details about the events were shared on the Bike and Pedestrian Plan project website, the City's social media accounts, the City's newsletter, the Chamber of Commerce newsletter, and via an interview on KPCW. Project staff also invited Neighborhood First groups to attend and shared information with relevant HOA managers. Additionally, fliers were distributed to local bike shops.
- Several themes emerged throughout these discussions and will be addressed through the PC Bike/Ped Plan.
  - Implement more facilities and amenities, including bike racks, accessibility improvements, and enhanced safety at intersections
  - Need for better education and enforcement for all road and trail users
  - Concerns about e-bike speeding and reckless behavior
  - Improved connectivity, particularly between Rail Trail and trails north of SR-248
  - Intersection improvements and safer crossings
  - Improved maintenance of existing and proposed facilities, including sidewalks, landscaping, and snow removal
  - New biking and walking infrastructure

PC Bike/Ped Plan Next Steps

Over the next few months, the PC Bike/Ped Plan Project Team will incorporate community feedback and active transportation analysis to develop the walking and biking network, including new connections, infrastructure and facility design, and end-of-trip amenities. This action-oriented blueprint will help prioritize and prescribe the next generation of walking and biking investments in Park City. The Council will receive a presentation of the initial recommendations later this summer with the final plan anticipated for late summer.

Event Summary

To help understand walking and biking interests, Park City Transportation Planning hosted a series of Community Conversations at local events throughout Park City (see the Events section below). These conversations provided residents the opportunity to share verbal and written feedback about local walking and biking improvements and discuss potential tradeoffs.

Meeting Materials

The following materials were developed for the events: website, interactive GIS map, Welcome poster, takeaway flyer, and informational posters (on-street pedestrian and bicycle facilities posters).

Communication Platforms

The following communication platforms were available for the public to provide feedback: email, interactive GIS map, in-person written comments (at events), in-person verbal comments (at events), and the League of American Bicyclists survey.

Events

DATE	TIME	LOCATION	NEIGHBORHOOD	ATTENDEES
March 14	4:30-6:30 p.m.	Park City Museum Education Center	Prospector/Bonanza	20
March 18	9:30-11 a.m.	MARC	Park Meadows	10
March 18	12-2 p.m.	Park City Library	Old Town/Lower Park Avenue	10
March 21	4:30-6:30 p.m.	Park City Police Department	Thaynes/Three Kings	2
April 6	4:30-6:30 p.m.	Park City Heights Club House	Park City Heights	4

Feedback

The following information summarizes the themes heard at the events (see the Appendix for full responses).

- Implement more facilities and amenities.
    - Add more public bike racks and street lighting.
    - Implement Americans with Disabilities (ADA) enhancements along Main Street.
    - Implement more on-street facilities to provide safer connections to neighborhoods and trails (improve intersection crossings).
    - Build raised crosswalks.
- Provide better signage and education for drivers and trail users.
    - Increase visibility of existing signage at crossings (include safety message, aesthetic "welcome" signage, etc.).
    - Implement better wayfinding materials (signage, brochures) along trails.
- Improve connectivity.
    - Build a pedestrian underpass to improve connectivity from the shopping center at Red Bicycle Breadworks to the Rail Trail.
    - Build a connection from the Rail Trail to the Millennium Trail.
    - Provide better walking and biking access to Park City Hospital.
    - Connect existing sidewalks (near Silver Star).
- Better maintain existing pedestrian facilities (repave sidewalk, maintain landscaping, provide working water fountains, keep shoulders clear).
    - Prioritize snow removal and maintenance.
- Concerns
    - Concerned that cycle tracks are not feasible. Should focus on adding bike lanes instead.
    - Need to reduce vehicle speeds (Comstock/Sidewinder) and provide consistent speeds throughout neighborhoods.
    - Concerned about reckless e-bike riders.
    - Concerned about standing area near bus stops.

Next Steps

Public feedback will be used to shape the planning process and network recommendations for the Park City Bike and Pedestrian Plan (Bike/Ped Plan). A summary of the Community Conversations and comments will be presented to the City Council on May 11, 2023.

Appendix

Park City Heights

Map Comments

- Better wayfinding – app or brochures along trails
- (Meadows Drive) Pathway on both sides of the road, but people are still walking on road
- Unclear directions, tunnel/trail hard to find
- Trail transitioning
- Not bike-friendly
- Rail Trail *(identification purpose)*
- Underpass *(under roundabout)*
- ADA enhancements on Main Street
- Rail Trail crossing at Richardson Flat is too high to reach

Prospector/Bonanza

Map Comments

- Complete "Dans to Jans" with wider sidewalks and tunnel to Olympic Plaza (*Snow Creek Tunnel)*
- Increase bike rack visibility
- Bike racks
- Trim and repave bike path behind the post office and police station
- Public bike racks
- The green bike path on Park Avenue forces cars too close to the east curb, and bicyclists go the wrong way on it
- Clear law and order on Poison Creek Trail
- Signage/crossing on Deer Valley Drive at Christian Center and Tennis Courts *(improve visibility of signage or add additional at grade crossing w/ HAWK signal)*
- Traffic light at Snow Creek
- 248 - monitor Intersection *(improve)*
- Water fountains should be working (except in the winter) *(along Rail Trail)*
- Maintenance station needs to be upgraded and maintained *(near PC Heights)*
- *(provide)* Bike lane/sidewalk for hospital access
- Tunnel under 224 *(at Kimball Junction and Meadows Drive)*
- Tunnel under 248 for Rail Trail *(E of US-40)*
- Yes, Park Avenue one way to allow wider sidewalks and bike lane
- Pedestrian Bridge at Fresh Market crosswalk – could put Welcome to Park City and Thank You for Visiting Park City signage on sides
- Better connection of McLeod Creek Trail to other trails once you arrive to the Snow Creek area *(Snow Creek Tunnel)*
- Signage everywhere, "watch for cyclists"
- Must have an underground pass from the where the paved path ends at the shopping center (Red Bicycle Breadworks) across 248/Kearns, to connect to the Rail Trail *(Snow Creek Tunnel)*
    - Please be consistent with 20 mph in Park Meadows. Why is 20 mph good for rick folks on Lucky John but not behind the school side?
    - Sidewalk on south side of Deer Valley Drive from the intersection w/ Park Avenue to the tennis courts needs to be repaved

- We need a way to get from the Rail Trail/Poison Creek Trail to the Millennium Trail. At the moment, I get on Bonanza Drive, cross 248, get on the sidewalk, pass the cemetery, and catch Millennium Trail behind the shopping center

Other Comments

- Lighting improvements for Park Avenue
- *(Bus)* Stops for seasonal workers
- More lighting in Fresh Market crossing
- Now approaching "Town Lift" on buses
- Access/tunnel from Poison Creek Trail to the Millennium Trail *(Snow Creek Tunnel)*
- Facilities must be context-specific
- Better education of riders and drivers for multi-use pathways and roadways
- Support for Snow Creek tunnel
- Removal of parking is not a con
- Improvements at intersections, high school tunnel curves are difficult
- Regarding e-bikes, focus should be on speed and not class – speed limit not class limit
- Encourage e-bikes, make space for them, more e-bikes = less cars
- Against raised intersection, but supports raised crosswalks
    - Up to sidewalk level and more ADA-friendly
    - Wide and gradual
    - See near Provo Canyon, North University Shoppes at Riverwood
    - Supports pavement changes
- Multilane bus stop at A Fresh Market
- Roundabout at 224/248
- Make Park Avenue one-way
- Supports sharrow with signage
    - Sees signage as a low-hanging fruit
- Keep shoulders clear
- Bike lanes on 224
- Focus more on bike lanes rather than cycle tracks
- Intersection signalization
- E-bike limitations on Rail Trail
- Park Avenue one way w/ concrete protected lane, sidewalk on both sides, and parking on one side

Thaynes/Three Kings

Comments

- There is minimal room for sidewalks on Three Kings – nowhere to go anyway
- Walking to and standing at bus stops is unsafe – cars drive too fast
- Pretty easy to get around – and good bike access on 224
- Agree that walking on the road is not the safest thing
- Sidewalk in front of Silver Star is not connected
- Is the solution a walking path and not a multiuse path?
- How would a path be maintained in the winter?
- Nestor once mentioned a seasonal painted walking path
- E-bikes through the neighborhood would be a concern on any wide path

- Golf path is an interesting idea

Library

Comments

- Bike shops have a responsibility to provide rider education with rentals about where they can and cannot ride
- E-bikes: age should not be a factor when allowing e-bikes on singletrack (disabilities, yes)
- Need for more policies regulating where e-bikes can and cannot ride
- Class III required to ride in roadways, not allowed on multiuse trails
- Don't let cyclists ride on 224/248 shoulders – road bikes ride too close to traffic lanes and cause slowdowns/dangerous conditions
- Singletrack needs better enforcement for e-bikes – suggested signs at trailheads
- Prioritize snow removal (for ped facilities) around high-risk destinations: senior centers, etc.
- 248 needs better sidewalks and improved connectivity from High School to Old Town

Park Meadows

Comments

- Cycle tracks aren't necessary
- Cycle tracks aren't feasible, would take up too much space and/or take land away from private citizens
- Would prefer to see more on-street facilities to help make safer connections from neighborhoods to multiuse trails
- E-bike speeding and safety concerns in neighborhoods
- Irresponsible and reckless riding
- Distracted drivers, increased volumes, and speeding makes walking and biking in Park Meadows uncomfortable – would like to see smaller transit vehicles, reduced construction vehicles, and elimination of semi-trucks on Holiday Ranch/Little Kate/Monitor
- Really likes the separated pathway on Holiday Ranch Loop, but high snow pile makes him feel unsafe walking because drivers cannot see him
- Requested a stop sign on Little Kate at Lucky John (Potential NFP project?)
- Centerline on Comstock encourages speeding – speeds on Comstock/Sidewinder need to be reduced to make walking/cycling safe

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:
Summer 2023 Special Event Parking Rates

Suggested Action:

Attachments:
Special Event Parking Rates 2023 Staff Report
Exhibit A: Proposed Special Event Parking Rates 2023

City Council
Staff Communications Report

Subject: **Summer 2023 Event Parking Rates**
Author: **Jenny Diersen, Johnny Wasden**
Department: **Special Events & Parking**
Date: **May 11, 2023**

Special Events and Parking are gearing up for summer events. Special event parking rates are generally addressed within individual event approvals. However, Parking and Special Events review all summer special event parking rates in totality to help with planning, staffing, traffic and congestion, and outreach.

Rate increases during major Special Events promote public transit, walking, or biking to Main Street instead of driving and seeking parking. Appropriately priced paid parking and viable alternative transportation modes help decrease traffic and congestion, mitigate impacts to adjacent residential neighborhoods, and increase event visitation.

Even with the adjustments made on June 16, 2022 (report p. 128 / minutes p. 5), event parking utilization demonstrated parking in paid locations is relatively price inelastic. In other words, despite moderate increases in the rate, event parking was well above 85% during several popular events - Savor the Summit, Park Silly Sunday Market (PSSM), and the Park City Kimball Arts Festival (PCKAF). Due to this trend, we plan another moderate $1/hr increase during these events for summer 2023, or from $7/hr to $8/hr.

Per section 7.7 of the Fee Schedule), the *City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates, and/or Special Event Parking Fines for special events. The fee … will not exceed $60 per day*. While it is the City Manager's authority to implement special event parking rates (an administrative function in most municipalities), given the sensitive environment surrounding paid parking in Old Town and access to Main Street, we provide Council updates before implementation.

In addition, we collaborated with the Historic Park City Alliance (HPCA) events and parking subcommittee to review utilization data and merchant feedback and consider special event parking rate modifications on March 20, 2022. HPCA supports the proposed special event parking rates as outlined in **Exhibit A**.

We also agreed to a robust outreach process to ensure merchants and the community are informed about parking and transportation plans for major summer events. Initial outreach will be completed at the end of May. Subsequent outreach will be completed one week ahead of each major event. Finally, we created a community information webpage where businesses, visitors, and locals can obtain event impact information well in advance of permitted special events.

Exhibits

A Proposed 2023 Summer Event Parking Rates

Proposed Special Event Parking Rates 2023

Proposed special event parking rates are tentatively scheduled to be reviewed and approved by City Council on May 11. All event parking rates will include options for employee (permit) parking, and offsite parking with free transit, bike and walking options.

Additional outreach and information regarding all event operations will be made available one week before each event. For questions regarding Special Events, please contact jenny.diersen@parkcity.org or call 435.640.5063.

2023 Major Events	2023 Proposed Event Parking Rates
Park Silly Sunday Market; June 4, 11, 18, 25; July 9, 16, 23; September 3, 10, 17, 24	$8/h max $35; 10:00 a.m.-4:00 p.m. Free from 4:00-6:00 p.m. Standard rates after 6:00 p.m.
Savor the Summit, Saturday, June 24	$8/h max $35; 12:00-10:00 p.m.
Fourth of July, Tuesday, July 4	$30 flat fee until 1:00 p.m.
Arts Festival, August 4, 5, 6	Friday night - $8/h max $35; 10:00 a.m.-9:00 p.m. standard rates after 9:00 p.m. Saturday and Sunday, $8/h max $35 from 10:00 a.m.-6:00 p.m. Standard rates after 6:00 p.m.
Miners Day, Monday, September 4	$15 flat - 9:00 a.m-1:00 p.m. Standard parking rates after
Shot Ski, Saturday, October 21	Normal rates - parking is free before 6:00 p.m.
Halloween, Tuesday, October 31	$15 flat rate 2:00-6:00 p.m. Standard rates after 6:00 p.m.

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Public Utilities
Item Type: Staff Report
Agenda Section: OLD BUSINESS

Subject:
Public Hearing on the Proposed Water Rate Structure Modifications
(A) Public Hearing (B) No Action

Suggested Action:

Attachments:
Water Rate Staff Report

City Council Staff Report

Subject: Water Rate Update
Author: Clint McAffee
Department: Public Utilities
Date: May 11, 2023
Type of Item: Administrative

Recommendation

Hold a public hearing on proposed water rate structure modifications. This is the second official public hearing on the proposed rate structure, on the heels of several City Council Work-sessions.

Consider providing direction on whether the City is to use the proposed rate structure, a 10% across-the-board inflationary increase, or another approach, in the Fiscal Year 2024 fee code update.

Executive Summary

Council requested that Public Utilities propose modifications to the water rate structure to further incentivize conservation and parity, with a focus on Multi-Family, Commercial, and Irrigation account types. Public Utilities and Budget teams worked with Council during three different work sessions, February 16, 2023, July 28, 2022, and April 7, 2022, to improve the rate change proposal.

During the most recent work session, City Council expressed interest in the proposed rate change, but requested additional public outreach and additional opportunity to hear from the community before making a final decision on the proposal.

As a result, Public Utilities, Community Engagement, and other teams have:

- Presented at Business or Community Associations
  - Park City Area Restaurant Association
  - Historic Park City Alliance
  - Historic Park City Alliance Open House
  - The Park City Chamber
  - Prospector Square Property Owners Association
  - Lodging Association
- Launched an Engage Park City website to direct individuals for more information.
- Hosted an Information Session on April 3, to discuss and answer questions about the proposed rate changes.
- Emailed water customers information on the proposed changes, directing them to the Engage Park City website and the Information Session for Water Rates.

Two public comment opportunities have been scheduled during Council meetings. The first was April 4, 2023, and the second is May 11, 2023.

Analysis

The analysis presented on February 16, 2023, has not changed. Public Utilities is prepared to answer any questions that Council may have, and Council may also review the prior staff report (link here). Public Utilities did discuss the need to rebalance base rates in the future based on individual self-selection, and that need is further discussed below.

Proposed Change to Meter Rate Selection

One of the proposed changes to the current rate structure is to allow a water customer to choose the size of meter they want to be billed, rather than being billed based on their physical meter size, without the burden of physically switching their meter. This proposed change has several advantages for the ratepayer, which are outlined in the February 16 staff report (link here).

However, as customers move into different base rates or meter rates, a reduction in net base rate revenue is anticipated. To ensure revenue collected continues to be proportional to customers' water consumption, adjustments to the monthly base fee may be required as customers move into different base rates.

The table below shows proposed Commercial base rates for each meter size, the number of customers currently in each meter size, and the total revenue generated from Commercial base rates.

Proposed Base Rates
Existing Commercial

Meter Size	Current Number of Accounts	Proposed Base Rate	Annual Revenue
0.75	87	$ 85.92	$ 89,700
1	93	$ 145.81	$ 162,726
1.5	79	$ 311.47	$ 295,275
2	64	$ 649.55	$ 498,853
3	13	$ 1,690.30	$ 263,686
4	33	$ 3,068.84	$ 1,215,262
6	5	$ 5,784.86	$ 347,092
Total	374		$ 2,872,595

To illustrate the need to adjust base rates as customers move to different meter rates, the table below shows an example redistribution of customers, and adjustments to base rates to generate approximately the same revenue from Commercial base rates.

Example Base Rates (actual increases will vary)
Optimized Commercial

Meter Size	Optimized Number of Accounts	Optimized Base Rate	Percent Increase	Annual Revenue
0.75	200	$ 85.92	0%	$ 206,208
1	100	$ 277.04	90%	$ 332,451
1.5	42	$ 778.68	150%	$ 392,455
2	15	$ 1,818.73	180%	$ 327,372
3	13	$ 3,042.53	80%	$ 474,635
4	7	$ 5,523.92	80%	$ 464,009
6	5	$ 11,569.73	100%	$ 694,184
Total	382			$ 2,891,314

The necessary increases to the base rates will vary depending on how customers decide they want to be billed. The method to calculate the base rate adjustment will be to balance revenue and water consumption for each meter size. Irrigation and Multi-Family base rates will require similar adjustments. If there is significant movement of customers early in the fiscal year, a mid-year fee adjustment may be required to ensure adequate revenue from base fees for the balance of the fiscal year.

City Council
Staff Report

Subject: **543 Park Avenue, Washington School House**
Application: **PL-22-05306**
Authors: **Virgil Lund, Planner I; Lillian Zollinger, Planner I**
Date: **May 11, 2023**
Type of Item: **Appeal of a Conditional Use Permit Denial**

Recommendation

(I) Open a Public Hearing; and (II) continue the public hearing and consideration of the Washington School House appeal to June 1, 2023.

Description

Applicant:	Wade Budge on Behalf of WSH LLC
Location:	543 Park Avenue Parcel WSI-1 (0.30 acres) Parcel PC-78-88-89-C (0.04 acres)
Zoning District:	Historic Residential - 1 (HR-1)
Adjacent Land Uses:	Residential and Parking Structure
Reason for Review:	The City Council hears appeals of Planning Commission decisions on Conditional Use Permits[1]

Background

Staff requests additional time to meet noticing requirements.

[1] LMC § 15-1-18(C)

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Budget, Debt & Grants
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance No. 2023-23, an Ordinance Adopting a Tentative Budget for Fiscal Year 2024 for Park City Municipal Corporation and Its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate, and Set Public Hearings to Consider Adoption of the Final Budget on June 22, 2023, at a Regular City Council Meeting
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
FY24 Tentative Budget Staff Report
Exhibit A: Budget Summaries
Exhibit B: FY24 Tentative Budget Ordinance
Exhibit C: FY24 Tentative Budget List

City Council Staff Report

Subject: FY24 Tentative Budget
Budget Author: Budget Team
Department: Budget, Debt, & Grants
Resources Date: May 11, 2023
Type of Item: Legislative

Summary Recommendation

Review, hold a public hearing, and consider approving the annual ordinance to adopt a Tentative FY24 Budget for Park City Municipal Corporation and related agencies and authorize the property tax rate computation at a no-tax-increase rate.

On June 22, 2023, the City Council will hold a final public hearing and adopt a Final FY24 Budget. Leading up to June 22, the City Council can continue to evaluate and consider budget options before final adoption. There will also be additional opportunities for public input on the City's annual budget. This report is an overview of the major changes to the budget. For further detail, see Exhibit C.

Executive Summary

The current fiscal year revenues are cumulatively tracking higher than last year. The effects are clearly quantified in realizing consecutive months of new record sales tax revenues from December 2022 through February 2023 (the most recent available data). The magnitude of growth is illustrated by the most recent sales tax month available (February 2023), which beat February 2022 by 4.2%.

With an eye toward caution, we believe FY24 will see similar sales tax revenues as FY23, meaning the year-over-year growth will be maintained but not surpassed due to some weaker economic signals on the horizon. As a result, we project the FY24 General Fund sales tax revenue to be $2.1M higher than FY23. Other fees and revenue increases total $1.2M, for a grand total of $3.3M higher than FY23.

General Fund Revenue Summary - FY23 & FY24							
Revenue	FY22 Actual	FY23 YTD Actual	FY23 Ori Bud	FY23 Proj	FY24 Budget	$, Variance FY24 vs. Ori	%, Variance FY24 vs. Ori
Property Taxes	$13,109,913	$11,952,709	$12,938,775	$12,938,775	$13,109,913	$171,138	1%
Sales Tax	$18,900,806	$12,876,618	$16,433,542	$16,433,542	$18,533,542	$2,100,000	11%
Franchise Tax	$3,526,041	$2,979,112	$3,297,706	$3,902,046	$3,591,844	$294,138	8%
Planning, Building and Engineering Fees	$4,138,054	$4,171,769	$3,914,520	$4,584,329	$4,138,054	$223,534	5%
Recreation	$2,715,675	$1,987,845	$2,365,076	$2,900,608	$2,715,675	$350,599	13%
Licenses	$335,232	$411,879	$500,088	$412,919	$412,919	($87,169)	-21%
Ice Revenue	$850,024	$715,532	$955,233	$900,176	$900,176	($55,057)	-6%
Intergovernmental Revenue	$137,010	$144,778	$138,275	$138,275	$138,275	$0	0%
Fees/Other	$1,475,666	$1,101,721	$1,239,454	$1,239,454	$1,475,666	$236,212	16%
Interfund Transfers	$2,950,291	$2,438,337	$3,375,002	$3,375,002	$3,476,252	$101,250	3%
Total	**$48,138,712**	**$38,780,300**	**$45,157,671**	**$46,825,126**	**$48,492,316**	**$3,334,645**	**4%**

On April 04, 2023, we briefed Council about potential revenue shortfalls and the resulting

tension between funding critical requests in the face of inflationary pressures and increased demand for public services. To balance the recommended budget with revenue projections, we reduced the number of new positions presented to Council last month in draft form. We reduced the Pay Plan recommendation to 5.5% rather than 6.3%. Finally, there is also a recommendation to conduct a comprehensive organizational compensation study in FY24 (the last was completed in FY20) using an independent third party.

Overall, Park City is firmly positioned to continue its post-pandemic economic momentum while strengthening our ability to confront many of the challenges associated with mitigating resort economy and increased visitation impacts, demand for elevated public service levels, and a myriad of necessary organizational and community needs. With requests far outweighing available resources, we prioritized one-time expenses (OTE) that moved the needle on important community initiatives, same level of service (SLOS) requests, and aligning our expenses to reflect the resources, monetarily and otherwise, necessary to continue providing the high level of service our community and visitors expect.

For example:

- **Advancing Community Priorities in Transportation, Housing, and Planning -** Continued investment in neighborhood and community planning, peak-day traffic mitigation, microtransit, and our Housing program. Many requests are one-time expenses, meaning they are finite and will not carry forward to future years unless ongoing support is requested. Examples include a General Plan update, microtransit, Richardson Flat Transit route, and continuing our work on Land Management Code updates and Small Area/Neighborhood Planning.
- **Aligning expenses with community growth, increased utilization, and expectations** – Essential must-haves to continue meeting demands and delivering the high level of service our community and visitors have come to expect. Examples include a text messaging community outreach and engagement tool, 4th of July drone fireworks show, and increased trails and street maintenance.
- **Maintaining current programs while facing inflationary pressure** – Same levels of service requests are directly related to increased costs in goods, services, and equipment. Examples include MARC fitness supplies, Police equipment, new material for the Library, and bank charges in various departments.
- **Retaining, recruiting, and developing workforce** – Important new positions in Library, Engineering, Planning, and Housing are recommended to meet new demand in service levels and a desire for additional professional experience and expertise. Also, and importantly, increases in front-line and part-time pay are requested to improve our ability to recruit and retain employees in a very competitive market.

Analysis

The long and extensive budget process is essential for sound financial planning, administration, accountability, transparency, and evaluation. To build the Tentative Budget, departments assess operations, consider market conditions, service demands, and Council and community priorities. Managers present new budget requests to the Results Team (internal budget review committee), who evaluate proposals based on

mandatory obligations, Council and community goals, and the need to maintain essential services. After rigorous deliberation, the Results Team makes a final recommendation to the Executive Team.

The City also relies upon a host of Budget Policies adopted each year by Council that govern the stewardship of public funds and ensure transparency. Our Budget Policies cover revenue management, fees and rates, capital financing and debt management, reserves, capital improvements, compensation, and public service contracts (found here). We will review and update the policies concurrently with Council on June 15th.

While FY23 has been strong for sales tax revenue, it is important to note that our budget process is built with economic ebbs and flows in mind. Park City's Budget Policies strive to maintain expenditure control in strong economic years to avoid significant service and personnel cuts during economic challenges.

Budget Summary

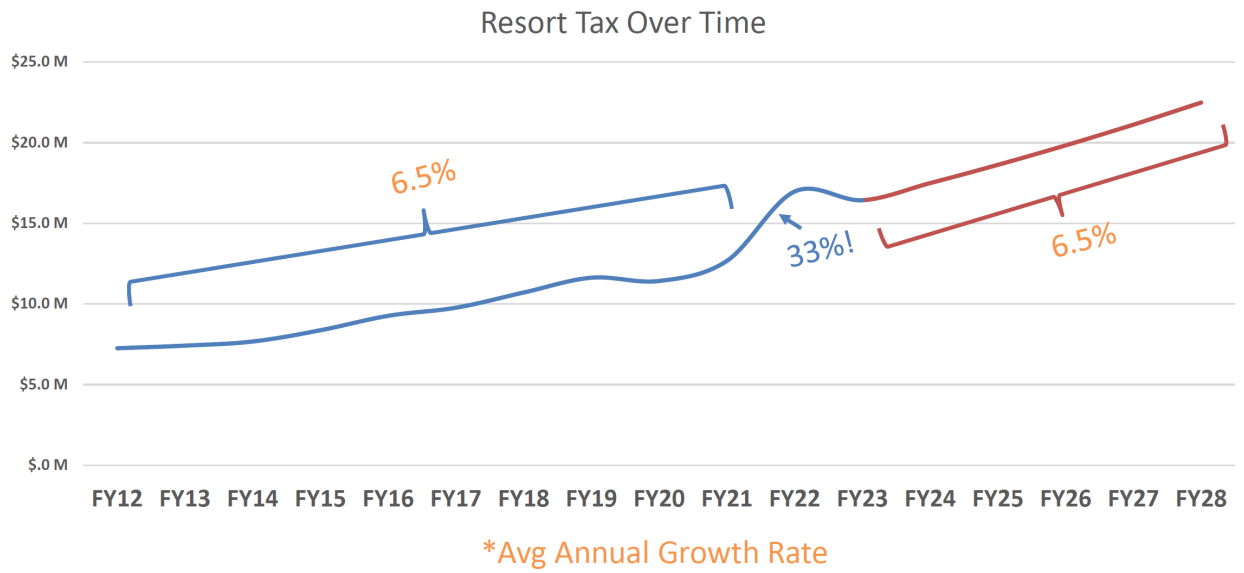
Expenditure Summary - All Funds

	Actuals FY 2020	Actuals FY 2021	Actuals FY 2022	YTD Actuals FY 2023	Original Budget FY 2023	Adjusted Budget FY 2023	Original Budget FY 2024
Personnel	$40,019,168	$36,565,560	$39,898,811	$39,940,633	$50,251,589	$50,251,589	$55,980,771
Mat, Suppls, Services	$20,850,156	$22,782,224	$21,832,403	$18,884,467	$27,117,977	$27,117,977	$30,136,843
Capital Outlay	$435,427	$429,591	$526,103	$699,454	$1,189,360	$1,189,360	$1,152,832
Contingency	$362,218	$172,741	$24,600	$0	$300,000	$300,000	$350,000
TOTAL	$ 61,666,969	$ 59,950,116	$ 62,281,917		$ 78,858,926	$ 78,858,926	$ 87,620,446
Capital	$47,829,798	$61,354,362	$51,495,991	$27,697,143	$73,086,784	$230,815,327	$50,830,371
Debt Service	$24,538,521	$19,373,212	$20,557,556	$17,037,969	$22,059,324	$26,159,217	$25,594,717
Interfund Transfer	$24,617,678	$19,689,126	$23,094,790	$17,848,710	$20,186,317	$20,186,317	$20,485,691
Ending Balance	$130,306,234	$152,780,088	$188,244,180	$0	$71,477,414	$87,697,318	$85,188,596
TOTAL	$ 227,292,231	$ 253,196,788	$ 283,392,517		$ 186,809,839	$ 364,858,179	$ 182,099,375

General Fund Revenues

While winter visitation remained robust, the unique post-pandemic trend in Park City is the growth of shoulder season and non-winter visitation. This trend is visible in the volume of visitors through the City's Main Street business district, in particular. While winter visitation reached near-record highs, summer, spring, and fall growth caused calendar year 2022 to see the most visitors on record.

One result is that Park City is on a new revenue trajectory for sales taxes, closing FY22 up 33% vs. FY21, a previous record sales tax year. The FY24 sales tax revenue budget is slightly higher than FY23, as we project a slight softening of the global economy and some additional economic volatility. However, the City can still take strategic advantage of the growing sales tax trajectory and deploy resources to meet community demands.



On the national front, the effects of inflation are eroding the buying power of American workers and Park City, and real growth concerns are beginning to manifest in household earnings and markets. Average U.S. households increasingly deploy income once used for discretionary purposes into essentials to make ends meet. With an eye toward caution, we believe FY24 will remain robust in revenues, almost similar to FY23, with a minor increase of 4%, as record revenue growth tapers off in the near term.

In addition, we have forecasted long-term revenues and operating, capital, and debt service expenses for the General Fund. The analysis below illustrates the potential impacts of financial decisions on the City's short and long-term financial health. The figures help set the funding limits for both the Operating and Capital Budget related to the General Fund and General Fund capital transfer.

Major General Fund Expenses

The table below demonstrates the breakdown between the major categories of functional enhancements: ongoing operational expenses such as inflationary costs, new personnel, one-time expenses, compensation, and capital projects.

FY24 Expenses -General Fund	Amount	Notes
FY24 Ongoing Operational Increases	$ 1,979,987	Inflationary increases, aligning expenses with increased utilization & growth, targeted expansion of Critical Community Priorities
FY24 One-time Operational Increases	$ 738,080	Funded by reducing amount of General Fund CIP Transfer
Pay Plan	$ 1,911,459	5.5 % increase to compensation ranges
Health Insurance	$ (500,000)	New provider offers enhanced benefits at lower premiums
CIP Transfer	$ 3,960,000	Funds deployed on key projects for community benefit
	$ 8,089,526	

The Budget Department projects $3.3M in new revenue for FY24, which includes sales tax revenue and fee increases. We also anticipate $500k in savings from the effort to solicit

competitive bids for a new health insurance provider. Lastly, the $3.9M represents the General Fund Transfer to the Capital fund, which moves revenues from the General Fund to Capital to pay for ongoing capital projects.

Major Operating Initiatives and Key Investments in Community Priorities

FY24 Operating Expenses - All Funds Combined	Amount	Summary
Advancing Community Priorities in Transportation, Housing, Planning and Environment	$ 4,517,031	Housing Director, Planning Office Manager, Engineering Project Manager. Peak Day Traffic management: Additional Transportation positions, microtransit, Richardson Flat route, snow removal equipment. Gordo clean-up, topsoil assistance program.
Aligning expenses with community growth and expectations	$ 478,706	Support for drone firework show and Miners Day, enhanced trail, parking lot and street maintenance, community outreach, increased inventory for resale.
Maintaining Current Programs & Service Levels	$ 1,101,936	Increases in supplies, professional services and equipment in various departments. Jordanelle Special Service District (water) expenses.
Retaining, Developing and Recruiting the Best Talent	$ 812,865	New staff to support public programming and facility management at the Library. Increase in front-line pay and part-time pay, succession planning, compensation study.
Grand Total All Funds	**$ 6,910,538**	

Advancing Community Priorities in Transportation, Housing, and Planning

With Transportation/Traffic Mitigation remaining a priority, new resources are requested to continue microtransit, the Richardson Flat Park & Ride route, enhanced frequency on other winter routes, and increased front-line worker pay to help the Transportation department supply year-round and seasonal employees.

Microtransit - The microtransit pilot program ended April 16, 2023. A comprehensive Council review of the microtransit pilot will occur at the May 25 City Council meeting. Proactively, we included a **$1.5M placeholder in the FY24 Tentative Budget.**

Richardson Flat Budgeted Service:

- Shoulder/Summer: Richardson Flat to Old Town Transit Center from 6:45 am to 7:45 pm at a 40-minute frequency.
- Winter: Richardson Flat to Old Town Transit Center from 5:45 am to 11:05 pm at a 20-minute frequency.

Transportation - Two Transportation Planners were added to implement the Long-Range Transportation Plan, including Old Town Transportation Improvements, SR248 corridor enhancements, Regional Park and Ride planning, Box of Rocks/Bonanza Dr and other intersections, and walkability. Four support positions were added to Transit Operations to assist with administrative duties, grants and financial management, business analysis, and community outreach. We are also requesting an upgrade to the business analyst position, elevating to a senior budget analyst to recognize the increased responsibility and better align with similar positions in the organization.

Streets - Vehicles and snow removal equipment were added to the Transportation and

Streets departments to help maintain signage, barricade placement, and timely clearing of bus stops, sidewalks, and parking areas.

Housing - A Housing Director position was created to oversee regulations, development, strategic partnerships, and negotiations to increase the community and affordable housing supply in Park City. The position is currently advertised and will remain unfilled until the Budget is approved.

Planning - In FY24, the Planning Department will update the City's General Plan, a comprehensive guide for future growth, development, and preservation. The Planning Department will begin Plan development this summer, with a final draft slated for Spring 2024 and adoption Fall 2024. While this is an exciting community project, it will consume significant resources both monetarily and in professional staff time. Separately, an additional staff member is requested to help the Planning Department improve its administrative and logistical support. In addition, we will continue our work on Small Area/Neighborhood Plans and Land Management Codes.

Aligning Operating Expenses with Community Growth and Expectations
Over the last few years, usage and expectations increased in Information Technology, Parks, Ice, Recreation, and Trails departments. Investments are necessary to maintain essential services and programs to meet new demand. Examples include increased facility maintenance at the Ice Arena, additional Trails maintenance and supplies at trailheads, and increased part-time funds to maintain planters, stairs, streets, and sidewalks. A full-time Front Desk Representative is requested at the MARC to reduce the seasonal turnover this position has faced in the past. Funds are also recommended to support a drone fireworks show for the 4th of July and to continue supporting Miners Day.

As we continue to strive to offer high-quality, hybrid public meetings, we also recommend reallocating part-time funds and creating a full-time A/V Technical Support Specialist in the IT department.

Maintaining Current Programs & Service Levels
As the Mountain Plains region continues to battle rising inflation, there were many same-level of service requests in the budget process this year. This is what it takes to "keep the lights on," so to speak, and reflect the increased cost of doing business. Most requests are for utility increases, equipment, contract services, bank charges, supplies, and materials. In some cases, increases are offset by increased revenue from fees that are under consideration for adjustment.

Retaining, Recruiting, and Developing a Professional Workforce
Investments in our workforce through increased on-call pay for front-line workers, advanced training and development, succession planning, and part-time wage increases are essential. Most of the services any city or town provides are the professionals that plan, implement, and/or work directly with community stakeholders in a customer service or regulatory role. In the Library, for example, we requested a new Facility and Event Space Manager and part-time funds to meet the demand for additional library public programming.

We also recommend one-time funds to conduct an independent review of our compensation methodologies in FY24. Our last compensation study was completed in FY20.

Pay Plan

In FY22, PCMC committed to a compensation methodology whereby the organization would strive to pay its workforce at no more than the 75th percentile of the competitive market wage for a position. A compensation study is necessary to obtain updated benchmarks reflecting the 75th percentile. Industry best practices rely on inflation as a guide for "off-years" when a compensation study, typically performed every 3-5 years, isn't conducted.

For FY24, we propose a 5.5% increase to wage range maximums, which is lower than inflation (6.3%) since our last adjustment. This increase allows us to remain competitive to retain and recruit talented applicants while at the same time balancing our desire to fund other critical requests and invest in competing community priorities. Wage adjustments are not simply granted or applied across the board. Instead, they are applied by managers based on several criteria, such as performance, experience, attendance, certifications, education, etc.

Fund	5.5% Increase to Wage Range Maximum	
General Fund	$	1,911,459
Water	$	241,707
Storm Water	$	46,041
Golf	$	56,970
Transportation	$	545,373
Parking	$	60,772
Fleet	$	56,348

Health, Dental, & Life Insurance Costs

PCMC provides quality health insurance as part of our impressive employee benefits package. In January 2023, we conducted an RFP to ensure our employees were offered quality and affordable health care and to potentially reduce costs. As a result, a new provider can enhance our benefits (expanded network of hospitals and doctors) and simultaneously provide lower premiums to obtain our business. This change will result in a $500k cost savings next year.

Personnel Changes

As discussed, several new personnel requests and pay adjustments for part-time and on-call pay are recommended within the FY24 Budget.

FY24 New Personnel & Reclass Requests		Amount
General Fund	$	1,293,623
Transportation Fund	$	1,914,014
Parking Fund	$	89,483
Golf Fund	$	16,500
Increase to On-call pay (all funds)	$	107,435

Materials, Supplies, and Services
The table below displays changes to materials, supplies, and services by Fund. In FY24, the principal increases in the General Fund are for services, supplies, and equipment. In the Water Fund, FY24 marks the first year our pre-payment for water to the Jordanelle Special Service District has expired. This increase reflects our annual amount for water and related operating expenses. The Transportation Fund displays the placeholder to consider continuing microtransit service.

FY24 Materials, Supplies and Services		Amount
General Fund	$	1,126,539
Water Fund	$	865,575
Transportation Fund	$	1,173,239
Golf Fund	$	44,750

Capital Changes
At the April 27, 2023, City Council meeting, we comprehensively reviewed the City's five-year capital plan recommendation across the Capital Fund, Transportation Fund, Water Fund, and Lower Park Avenue Redevelopment Agency (LPA RDA) Fund. After receiving Council feedback, we made several adjustments to reflect your input.

For example, the Budget Dept will return to discuss a GO Bond strategy for recreation projects with more refined scenarios. For the Tentative Budget adoption and as a result of your discussion, we removed the MARC expansion and PC Sports Complex from the Tentative Budget, as Council did not fully support them. However, they can be added to the Final Budget at any time based on future Council direction.

In addition, there seemed to be Council support to fund the City Park Recreation Building and new MARC aquatics. Thus, the Tentative Budget reflects funding these projects within existing resources. A summary of other changes and key topics of conversation are presented below:

- **CP0318 Bonanza Park/Substation Mitigation** – Restored $958,568 in FY24 and programmed this amount against the Capital Fund balance.
- **CP0386 Recreation Building in City Park –** Programmed $15M from 2019 Sales Tax Revenue bonds (2019 STR) in FY24 and removed $15M associated with a

potential recreation General Obligation bond. The effect is twofold: (1) this step allows the Council to fund the City Park Recreation Building without adding it to a General Obligation bond, and (2) it contemplates swapping funding from affordable housing projects by removing the 2019 STR bond proceeds from affordable housing and backfilling those affordable housing projects with fund balance associated with Additional Resort City Sales Tax (ARCST). This will generate flexibility for the Council on affordable housing projects (especially public-private partnerships). For further discussion of the characteristics and limitations of the 2019 STR, please see the April 27, 2023, staff report. At its meeting on May 2nd, the City's Recreation Advisory Board (RAB) unanimously supported the City Council funding $21 million for the City Park Building & the PC MARC aquatics capital projects from existing resources. RAB also unanimously supported Council considering a general obligation bond for the November ballot to fund additional new recreation enhancements at the PC MARC and Park City Sports Complex totaling $30 million.

- **CP0385 Park Avenue Reconstruction -** Replaced $5M of ARCST in FY23 with $5M from the 2019 STR. Additionally, we added $3M from the 2019 STR in FY24. This funding swap strategy is proposed similarly to CP0386 above to create flexibility with affordable housing funding by expending the 2019 STR on other authorized uses while backfilling affordable housing projects with ARCST and fund balance. There will be no decrease in affordable housing funding. This project will likely require additional future funding requests beyond FY24 and will become more precise as the project manager narrows in on scope and scale.
- **CP0598 PC MARC Fitness & Aquatics Enhancements -** Added $6M from Capital Fund balance. This project aims to upgrade PC MARC aquatics and would not be funded with a General Obligation bond.
- **CP0558 PC MARC Expansion –** This project was listed with $15M in funding from a General Obligation bond for initial budget recommendations. For the moment, we removed the project so Council can hold further strategy discussions.
- **CP0163 Quinn's Fields Phase III –** This project was listed with $20M in funding from a General Obligation bond for initial budget recommendations. The project's scope is for Nordic, ice, pickleball, maintenance, and field enhancements at the Park City Sports Complex. For the moment, we removed this project so Council can hold further strategy discussions.
- **CP0559 Marsac Remodel –** This budget was maintained ($1M) due to general Council support and remains a placeholder that aims to renovate portions of City Hall to modernize the work environment. Due to growing teams, less demand for formal office space, and flexible work schedules, more adaptive and flexible space can accommodate our workforce within Marsac rather than expand or build new facilities. With an eye toward efficiency and collaboration, renovating internal portions of City Hall will reflect a more modern professional work environment.
- **CP0474 Main Street Bollards Phase II –** The proposed budget of $350k is maintained in the tentative budget, but additional Council discussion was requested. In the April 27, 2023, Council meeting, we confirmed that this project would not conflict with CP0556 Upper Main Street Intersection Improvements, which targets roadway infrastructure on Upper Main Street, and the City Engineer is prepared to answer questions.

Summary
Overall, Park City's General and Capital Improvement Funds remain solid and well-positioned to continue investing in City infrastructure while also initiating several new investments in programs, policies, and projects. Strong and conservative funding projections support the City's plans for major capital project investments, departmental operating improvements, competitive compensation, cost cutting, and keeping up with inflationary increases.

The proposed budget reflects stability and growth; increasing tourism and visitation year-round, drive-traffic and overnight lodging; and increasing pressure on our facilities, infrastructure, neighborhoods, and employees. To the extent possible, the City seeks to address critical needs, strategically advance capital project opportunities, and recruit and retain a high-performing workforce to meet community demands.

Department Review
This report has been reviewed by the City Attorney's Office and the City Manager's Office.

Attachments:
A – Budget Summaries
B – Tentative Budget Ordinance
C – Itemized List of FY24 Operating Items

Expenditure Summary by Fund and Major Object (FY 2023 Budget)

Description	Personnel FY 2023	Mat, Supplies, Services FY 2023	Capital FY 2023	Debt Service FY 2023	Contingency FY 2023	Sub - Total FY 2023	Interfund Transfer FY 2023	Ending Balance FY 2023	Total FY 2023
Park City Municipal Corporation									
011 GENERAL FUND	$31,142,035	$12,671,077	$726,689	$0	$300,000	$44,839,801	$3,439,780	$13,408,275	$61,687,857
012 QUINNS RECREATION COMPLEX	$1,142,784	$406,029	$1,000	$0	$0	$1,549,813	$0	$-6,673,040	$-5,123,227
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$0	$0
022 DRUG CONFISCATIONS	$0	$0	$0	$0	$0	$0	$0	$0	$0
031 CAPITAL IMPROVEMENT FUND	$0	$0	$20,500,712	$0	$0	$20,500,712	$4,177,076	$10,659,751	$35,337,539
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$1,851,062	$0	$0	$1,851,062	$0	$64,688	$1,915,750
051 WATER FUND	$4,487,041	$5,231,887	$32,185,962	$5,577,420	$0	$47,482,310	$2,057,241	$11,067,345	$60,606,896
052 STORM WATER FUND	$714,043	$310,376	$371,500	$0	$0	$1,395,919	$157,377	$1,485,255	$3,038,551
055 GOLF COURSE FUND	$1,013,633	$652,909	$114,565	$0	$0	$1,781,107	$168,102	$222,320	$2,171,528
057 TRANSPORTATION & PARKING FUND	$9,453,294	$2,548,074	$18,022,449	$0	$0	$30,023,817	$3,592,743	$2,801,158	$36,417,719
058 PARKING FUND	$1,144,087	$752,500	$201,000	$0	$0	$2,097,587	$9,750	$1,278,247	$3,385,584
062 FLEET SERVICES FUND	$1,154,672	$1,845,050	$6,205	$0	$0	$3,005,927	$0	$934,955	$3,940,882
064 SELF INSURANCE FUND	$0	$1,562,452	$0	$0	$0	$1,562,452	$0	$1,831,678	$3,394,130
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$6,972,216	$0	$6,972,216	$0	$26,270,552	$33,242,768
071 DEBT SERVICE FUND	$0	$0	$0	$9,509,688	$0	$9,509,688	$0	$1,714,180	$11,223,868
Total Park City Municipal Corporation	**$50,251,589**	**$25,980,354**	**$73,981,144**	**$22,059,324**	**$300,000**	**$172,572,411**	**$13,602,070**	**$65,065,364**	**$251,239,846**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$682,623	$0	$0	$0	$682,623	$3,092,532	$2,015,164	$5,790,319
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$455,000	$0	$0	$0	$455,000	$700,000	$1,372,789	$2,527,789
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$295,000	$0	$0	$295,000	$2,791,715	$709,422	$3,796,137
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$0	$0	$0	$0	$0	$1,863,361	$1,863,361
Total Park City Redevelopment Agency	**$0**	**$1,137,623**	**$295,000**	**$0**	**$0**	**$1,432,623**	**$6,584,247**	**$5,960,736**	**$13,977,606**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$451,314	$451,314
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$451,314**	**$451,314**
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	**$50,251,589**	**$27,117,977**	**$74,276,144**	**$22,059,324**	**$300,000**	**$174,005,035**	**$20,186,317**	**$71,477,414**	**$265,668,766**

Expenditure Summary by Fund and Major Object (FY 2023 Adjusted Budget)

Description	Personnel FY 2023	Mat, Supplies, Services FY 2023	Capital FY 2023	Debt Service FY 2023	Contingency FY 2023	Sub - Total FY 2023	Interfund Transfer FY 2023	Ending Balance FY 2023	Total FY 2023
Park City Municipal Corporation									
011 GENERAL FUND	$31,177,035	$12,671,077	$726,689	$0	$300,000	$44,874,801	$3,439,780	$16,563,350	$64,877,932
012 QUINNS RECREATION COMPLEX	$1,107,784	$406,029	$1,000	$0	$0	$1,514,813	$0	$-6,650,485	$-5,135,672
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$35,773	$35,773
022 DRUG CONFISCATIONS	$0	$0	$0	$0	$0	$0	$0	$23,168	$23,168
031 CAPITAL IMPROVEMENT FUND	$0	$0	$87,793,614	$0	$0	$87,793,614	$4,177,076	$17,148,025	$109,118,715
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$3,917,222	$0	$0	$3,917,222	$0	$88,333	$4,005,555
051 WATER FUND	$4,487,041	$5,231,887	$87,243,081	$9,624,438	$0	$106,586,446	$2,057,241	$12,157,961	$120,801,649
052 STORM WATER FUND	$714,043	$310,376	$1,216,675	$0	$0	$2,241,094	$157,377	$2,053,832	$4,452,303
055 GOLF COURSE FUND	$1,013,633	$652,909	$476,950	$0	$0	$2,143,492	$168,102	$1,073,030	$3,384,624
057 TRANSPORTATION & PARKING FUND	$9,453,294	$2,548,074	$47,046,445	$0	$0	$59,047,813	$3,592,743	$6,161,705	$68,802,261
058 PARKING FUND	$1,144,087	$752,500	$336,760	$0	$0	$2,233,347	$9,750	$1,232,782	$3,475,879
062 FLEET SERVICES FUND	$1,154,672	$1,845,050	$6,205	$0	$0	$3,005,927	$0	$1,639,677	$4,645,604
064 SELF INSURANCE FUND	$0	$1,562,452	$0	$0	$0	$1,562,452	$0	$1,778,719	$3,341,171
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$7,038,091	$0	$7,038,091	$0	$26,334,976	$33,373,067
071 DEBT SERVICE FUND	$0	$0	$0	$9,496,688	$0	$9,496,688	$0	$1,645,801	$11,142,489
Total Park City Municipal Corporation	**$50,251,589**	**$25,980,354**	**$228,764,640**	**$26,159,217**	**$300,000**	**$331,455,801**	**$13,602,070**	**$81,286,647**	**$426,344,518**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$682,623	$0	$0	$0	$682,623	$3,092,532	$1,739,038	$5,514,193
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$455,000	$0	$0	$0	$455,000	$700,000	$1,581,395	$2,736,395
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$2,815,075	$0	$0	$2,815,076	$2,791,715	$767,289	$6,374,080
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$424,971	$0	$0	$424,971	$0	$1,869,533	$2,294,504
Total Park City Redevelopment Agency	**$0**	**$1,137,623**	**$3,240,047**	**$0**	**$0**	**$4,377,670**	**$6,584,247**	**$5,957,255**	**$16,919,172**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$453,416	$453,416
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$453,416**	**$453,416**
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	**$50,251,589**	**$27,117,977**	**$232,004,687**	**$26,159,217**	**$300,000**	**$335,833,470**	**$20,186,317**	**$87,697,318**	**$443,717,106**

Expenditure Summary by Fund and Major Object (FY 2024 Budget)

Description	Personnel FY 2024	Mat, Supplies, Services FY 2024	Capital FY 2024	Debt Service FY 2024	Contingency FY 2024	Sub - Total FY 2024	Interfund Transfer FY 2024	Ending Balance FY 2024	Total FY 2024
Park City Municipal Corporation									
011 GENERAL FUND	$33,946,930	$13,095,746	$785,322	$0	$350,000	$48,177,998	$3,739,780	$12,181,221	$64,098,999
012 QUINNS RECREATION COMPLEX	$1,244,390	$426,549	$1,000	$0	$0	$1,671,939	$0	$-7,599,568	$-5,927,629
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$35,773	$35,773
022 DRUG CONFISCATIONS	$0	$0	$0	$0	$0	$0	$0	$23,168	$23,168
031 CAPITAL IMPROVEMENT FUND	$0	$0	$18,565,370	$0	$0	$18,565,370	$4,177,076	$14,799,815	$37,542,261
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$1,964,600	$0	$0	$1,964,600	$0	$9,333	$1,973,933
051 WATER FUND	$4,934,076	$6,098,662	$10,177,805	$9,140,963	$0	$30,351,506	$2,057,241	$15,516,578	$47,925,325
052 STORM WATER FUND	$662,651	$310,376	$1,261,500	$0	$0	$2,234,527	$157,377	$1,661,928	$4,053,832
055 GOLF COURSE FUND	$1,110,825	$697,659	$114,565	$0	$0	$1,923,049	$168,102	$453,150	$2,544,301
057 TRANSPORTATION & PARKING FUND	$11,506,674	$3,680,574	$18,131,836	$0	$0	$33,319,084	$3,592,743	$7,943,479	$44,855,306
058 PARKING FUND	$1,272,238	$752,500	$380,000	$0	$0	$2,404,738	$9,750	$1,813,374	$4,227,862
062 FLEET SERVICES FUND	$1,302,988	$1,845,050	$6,205	$0	$0	$3,154,243	$0	$1,230,834	$4,385,077
064 SELF INSURANCE FUND	$0	$2,092,104	$0	$0	$0	$2,092,104	$0	$1,730,607	$3,822,711
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$6,975,316	$0	$6,975,316	$0	$26,327,826	$33,303,142
071 DEBT SERVICE FUND	$0	$0	$0	$9,478,438	$0	$9,478,438	$0	$1,645,801	$11,124,239
Total Park City Municipal Corporation	**$55,980,771**	**$28,999,220**	**$51,388,203**	**$25,594,717**	**$350,000**	**$162,312,912**	**$13,902,069**	**$77,773,319**	**$253,988,300**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$682,623	$0	$0	$0	$682,623	$3,092,532	$2,215,883	$5,991,038
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$455,000	$0	$0	$0	$455,000	$700,000	$1,702,714	$2,857,714
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$445,000	$0	$0	$445,000	$2,791,090	$623,731	$3,859,821
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$150,000	$0	$0	$150,000	$0	$2,419,533	$2,569,533
Total Park City Redevelopment Agency	**$0**	**$1,137,623**	**$595,000**	**$0**	**$0**	**$1,732,623**	**$6,583,622**	**$6,961,861**	**$15,278,106**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$453,416	$453,416
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$453,416**	**$453,416**
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	**$55,980,771**	**$30,136,843**	**$51,983,203**	**$25,594,717**	**$350,000**	**$164,045,535**	**$20,485,691**	**$85,188,596**	**$269,719,822**

All Funds Combined

Revenue	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	Original FY 2023	Adjusted FY 2023	Original FY 2024	Var $ FY 2024
RESOURCES								
Property Taxes	$25,486,395	$28,380,276	$27,864,213	$25,810,008	$27,976,782	$27,963,782	$28,116,671	$152,889
Sales Tax	$30,409,928	$33,614,011	$49,056,806	$28,492,920	$41,341,803	$41,341,803	$50,514,710	$9,172,907
Franchise Tax	$3,161,759	$3,253,431	$3,526,041	$2,979,112	$3,297,706	$3,297,706	$3,591,845	$294,139
Licenses	$1,315,865	$1,213,639	$1,251,664	$1,373,729	$1,481,984	$1,481,984	$1,394,816	($87,168)
Planning Building & Engineering Fees	$7,513,747	$5,005,364	$5,683,951	$5,430,874	$5,553,671	$5,553,671	$5,307,649	($246,022)
Special Event Fees	$178,672	$8,081	$216,481	$203,241	$101,319	$101,319	$322,924	$221,605
Federal Revenue	$5,698,041	$11,071,350	$5,819,607	$6,792,285	$22,261,621	$22,261,621	$21,791,659	($469,962)
State Revenue	$818,625	$527,368	$786,591	$391,296	$443,115	$443,115	$130,257	($312,858)
County/SP District Revenue	$3,888,378	$1,171,385	$2,034,782	$382,160	$484,943	$484,943	$71,827	($413,116)
Water Charges for Services	$19,944,310	$22,597,344	$21,922,162	$19,039,534	$22,392,268	$22,392,268	$24,151,110	$1,758,842
Transit Charges for Services	$5,286,336	$2,455,909	$4,066,593	$22,900	$83,243	$83,243	$85,740	$2,497
Cemetery Charges for Services	$22,922	$19,787	$27,621	$17,847	$70,098	$70,098	$228,269	$158,171
Recreation	$3,294,003	$4,241,522	$4,638,424	$3,338,825	$3,730,265	$3,730,265	$4,126,624	$396,359
Ice	$691,828	$634,725	$850,024	$715,532	$955,233	$955,233	$716,838	($238,395)
Other Service Revenue	$59,527	$54,964	$57,542	$46,588	$56,768	$56,768	$56,768	$0
Library Fees	$14,357	$13,483	$16,811	$10,733	$13,691	$13,691		($13,691)
Fines & Forfeitures	$1,934,534	$1,075,883	$2,158,774	$2,628,058	$2,603,364	$2,603,364	$2,995,080	$391,716
Misc. Revenues	$8,426,163	$3,620,970	$1,106,110	$3,430,809	$2,025,086	$1,985,720	$5,240,240	$3,254,520
Interfund Transactions (Admin)	$6,898,975	$6,495,085	$7,284,491	$6,507,787	$7,814,395	$7,814,395	$7,814,394	($1)
Interfund Transactions (CIP/Debt)	$17,718,703	$13,194,041	$15,815,649	$11,340,923	$12,371,923	$12,371,923	$12,671,298	$299,375
Special Revenues & Resources	$1,000,912	$8,106,934	$2,014,065	$1,337,024	$1,476,517	$1,476,517	$216,418	($1,260,099)
Bond Proceeds	$10,768,465				$40,589,496	$98,989,496	$12,477,367	$152,889
Beginning Balance	$117,332,085	$130,306,234	$152,780,088		$68,543,474	$188,244,180	$87,697,318	
TOTAL	**$271,864,529**	**$277,061,784**	**$308,978,490**	**$120,292,185**	**$265,668,765**	**$443,717,105**	**$269,719,822**	

Change in Fund Balance

Fund	Actuals FY 2021	Actuals FY 2022	Budget FY 2023	Adjusted FY 2023	Var $ Ori v. Adj	Var % Ori v. Adj	Budget FY 2024	Var $ Ori v. Adj	Var % Ori v. Adj
Park City Municipal Corporation									
011 GENERAL FUND	$19,222,320	$20,682,028	$13,408,275	$16,563,350	$3,155,075	24%	$12,181,221	$-4,382,129	-26%
012 QUINNS RECREATION COMPLEX	$-5,621,751	$-6,097,439	$-6,673,040	$-6,650,485	$22,555	0%	$-7,599,568	$-949,083	14%
021 POLICE SPECIAL REVENUE FUND	$35,773	$35,773	$0	$35,773	$35,773		$35,773		
022 DRUG CONFISCATIONS	$23,168	$23,168	$0	$23,168	$23,168		$23,168		
031 CAPITAL IMPROVEMENT FUND	$66,506,424	$82,329,107	$10,659,751	$17,148,025	$6,488,274	61%	$14,799,815	$-2,348,210	-14%
038 EQUIPMENT REPLACEMENT CIP	$2,666,494	$2,419,955	$64,688	$88,333	$23,645	37%	$9,333	$-79,000	-89%
051 WATER FUND	$11,227,874	$10,921,375	$11,067,345	$12,157,961	$1,090,616	10%	$15,516,578	$3,358,617	28%
052 STORM WATER FUND	$1,895,343	$2,452,303	$1,485,255	$2,053,832	$568,577	38%	$1,661,928	$-391,904	-19%
055 GOLF COURSE FUND	$1,532,345	$1,955,476	$222,320	$1,073,030	$850,710	383%	$453,150	$-619,880	-58%
057 TRANSPORTATION & PARKING FUND	$18,471,244	$33,350,724	$2,801,158	$6,161,705	$3,360,547	120%	$7,943,479	$1,781,774	29%
058 PARKING FUND	$13,900	$872,515	$1,278,247	$1,232,782	-$45,465	-4%	$1,813,374	$580,592	47%
062 FLEET SERVICES FUND	$1,376,759	$1,900,204	$934,955	$1,639,677	$704,722	75%	$1,230,834	$-408,843	-25%
064 SELF INSURANCE FUND	$972,015	$1,297,178	$1,831,678	$1,778,719	-$52,959	-3%	$1,730,607	$-48,112	-3%
070 SALES TAX REV BOND - DEBT SVS FUND	$26,283,977	$26,404,276	$26,270,552	$26,334,976	$64,424	0%	$26,327,826	$-7,150	0%
071 DEBT SERVICE FUND	$1,635,448	$1,645,801	$1,714,180	$1,645,801	-$68,379	-4%	$1,645,801		
Total Park City Municipal Corporation	**$146,241,333**	**$180,192,444**	**$65,065,364**	**$81,286,647**	**$16,221,283**	**25%**	**$77,773,319**	**$-3,513,328**	**-116%**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$1,061,151	$1,262,193	$2,015,164	$1,739,038	-$276,126	-14%	$2,215,883	$476,845	27%
024 MAIN STREET RDA SPECIAL REVENUE FUND	$1,130,151	$1,460,076	$1,372,789	$1,581,395	$208,606	15%	$1,702,714	$121,319	8%
033 REDEVELOPMENT AGENCY-LOWER PRK	$3,004,807	$3,281,547	$709,422	$767,289	$57,867	8%	$623,731	$-143,558	-19%
034 REDEVELOPMENT AGENCY-MAIN ST	$891,332	$1,594,504	$1,863,361	$1,869,533	$6,172	0%	$2,419,533	$550,000	29%
Total Park City Redevelopment Agency	**$6,087,441**	**$7,598,320**	**$5,960,736**	**$5,957,255**	**-$3,481**	**0%**	**$6,961,861**	**$1,004,606**	**46%**
Municipal Building Authority									
035 BUILDING AUTHORITY	$451,314	$453,416	$451,314	$453,416	$2,102	0%	$453,416		
Total Municipal Building Authority	**$451,314**	**$453,416**	**$451,314**	**$453,416**	**$2,102**	**0%**	$12,181,221	$-4,382,129	-26%

Ordinance No. 2023-23

ORDINANCE ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2024 FOR PARK CITY MUNICIPAL CORPORATION AND ITS RELATED AGENCIES AND AUTHORIZING THE COMPUTATION OF THE PROPERTY TAX RATE AT A NO TAX INCREASE RATE

WHEREAS, Utah Law requires that city budgets be adopted by ordinance: and;

WHEREAS, a public hearing was held on May 11, 2023 at the City Council's regularly scheduled meeting, complying with State law;

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

SECTION 1. TENTATIVE BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 11, 2023 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative budget for Fiscal Year 2024 for Park City Municipal Corporation and its related agencies.

SECTION 2. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized, after the County has provided the Certified Property Tax data, to compute the City's Certified Property Tax Rate for 2023 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be effective on the day of publication.

PASSED AND ADOPTED this 11th day of May, 2023.

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
Margaret Plane, City Attorney

Department	Subcategory	Request	Tentative Budget	
SLOS - Same Level of Service Request				
OTE - One Time Expense				
Bldg Maint Adm	On Call Pay	Increase On-Call to PCMC FY24 suggested rate	$	9,490
Budget	Personnel	Procurement Manager	$	168,960
City Attorney	Personnel	Increase wages for PT law clerks - SLOS	$	26,822
Executive Office	MSS	Travel, Meetings, Memberships, Lobbyists - SLOS	$	33,762
Community Engagement	MSS	PO Box Reimbursements - Moved $$ from Economy, budget neutral	$	-
Community Engagement	MSS	Travel, supplies, materials - SLOS	$	600
Community Engagement	MSS	Text messaging outreach platform/CRM software	$	10,000
		Total	**$**	**10,600**
Economy	MSS	Move Cont Svcs Data Infrastructure from IT to Economy - $150k, budget neutral		
		Total	**$**	**-**
Engineering	Personnel	Reclass contractor to FTR	$	141,126
Engineering	Personnel	Senior Project Manager	$	176,000
Engineering	MSS	Dept. Supplies, Office Supplies, Office Equip Repairs, Office Equip Admin - SLOS	$	800
Engineering	MSS	Postage, Public Notices, Printing, Photo Copy, Telephone, Cellular - SLOS	$	500
Engineering	MSS	Books, Memberships, Mileage Reimbursement, Bank Charges, Equipment Rental - SLOS	$	2,880
Engineering	MSS	Travel/Meeting/Conferences	$	11,250
Engineering	MSS	Training	$	10,000
Engineering	MSS	Contract Svcs - Design Services, Inspections, etc.	$	35,000
Engineering	Vehicle	Engineering Vehicle - OTE	$	40,380
		Total	**$**	**417,936**
Environmental Regulatory	MSS	Gordo Clean-up OTE	$	38,000
Environmental Regulatory	MSS	Top Soil Assistance Program	$	20,000
		Total	**$**	**58,000**

Department	Subcategory	Request	Tentative Budget	
Events	Vehicle	Ford F150	$	50,000
Events	MSS	Increase contract labor for Peak Day Traffic and Special Events bollard installation	$	125,000
Events	MSS	Miners Day and other event support - Contract Svcs	$	40,000
Events	MSS	Drone Show - 4th of July	$	40,000
Events	MSS	Olympic Project Management	$	25,000
Events	MSS	Tables for Miners Hospital - OTE	$	1,500
Events	MSS	Equipment - OTE	$	4,000
		Total	**$**	**285,500**
Finance	Personnel	Reclass Accountant, Business License Spec., City Treasurer	$	23,279
Housing	MSS	Travel/Meeting/Conferences	$	4,000
Housing	MSS	Training	$	850
Housing	Personnel	Reclass Senior Prog Mgr to Housing Dir	$	37,937
		Total	**$**	**42,787**
Human Resources	Personnel	HR Reorg	$	46,000
Human Resources	MSS	Employee Assistance Program	$	11,400
Human Resources	MSS	Compensation Study (for implementation in FY25) One Time Expense (OTE)	$	150,000
Human Resources	MSS	Employee Service Awards - Same Level of Service (SLOS)	$	14,000
		Total	**$**	**221,400**
Ice Facility	Personnel	Increase wages for PT Ice Rink Operators - cannot fill at current rate	$	26,916
Ice Facility	MSS	Office Supplies - SLOS	$	320
Ice Facility	MSS	Bank Fees - SLOS	$	2,000
Ice Facility	MSS	Increased facility maintenance	$	2,000
Ice Facility	MSS	Asset Mangement Software- annual subscription	$	14,000
Ice Facility	MSS	Membership	$	400
Ice Facility	MSS	Purchase/Retail Sales	$	5,000
		Total	**$**	**50,636**
IT	Personnel	Reclass PT Helpdesk to FTR	$	67,000

Department	Subcategory	Request	Tentative Budget	
IT	MSS	Outsourced cybersecurity detection and response	$	50,000
		Total	**$**	**117,000**
Library	Personnel	Library Facility Manager, Event Space, Tenant management(includes benefits, taxes and equipment)	$	113,380
Library	Personnel	Library - Public Programming Generalist .5 FTE	$	34,798
Library	MSS	Materials, Supplies & Equipment - SLOS	$	3,000
		Total	**$**	**151,178**
Parks & Cemetery	On Call Pay	Parks - Increase On-Call pay to align with FY24 suggested rate	$	9,490
Parks & Cemetery	Personnel	Parks - Seasonal Staffing to maintain planters, stairs & other FY22/23 additions	$	55,784
Parks & Cemetery	Personnel	Reclass Superintendent to Deputy Director of Public Works	$	10,424
Parks & Cemetery	MSS	Maintenance supplies for additional trails and other areas we agreed to take over in FY22	$	10,000
		Total	**$**	**85,698**
PC MARC	Personnel	Reclass seasonal/PT front desk to FTR	$	91,035
PC MARC	MSS	Fitness supplies, birthday room rental supplies, uniforms, etc. - SLOS	$	35,900
		Total	**$**	**126,935**
Planning Dept.	Personnel	Shared Office Mgr for Planning/Housing	$	132,011
Planning Dept.	MSS	Additional $1,500 budget request for education, resources, training, etc.	$	1,500
Planning Dept.	MSS	General Plan Update - OTE	$	300,000
Planning Dept.	MSS	City-issued phones/plan to meet newly issued IT requirements	$	3,600
Planning Dept.	Personnel	Regrade	$	18,591
		Total	**$**	**455,702**
Police	On Call Pay	Increase On-Call to PCMC FY24 suggested amount	$	34,800
Police	MSS	Inflationary increase to cover the rising cost of supplies, equipment, etc. - SLOS	$	10,000
Police	MSS	Additional annual cost for five year program, includes 30 tasers	$	11,777
Police	MSS	Cloud based evidence Storage	$	6,500
		Total	**$**	**63,077**

Department	Subcategory	Request	Tentative Budget	
Recreation	MSS	Maintain required certifications and CE hours for current staff - SLOS	$	1,300
Streets/Public Works	On Call Pay	Street Maint- Increase On-Call pay to align with FY24 suggested rate	$	4,745
Streets/Public Works	Personnel	Streets III PT - Richardson Flat Road maintenance	$	19,787
Streets/Public Works	Vehicle	Street Maint - Peak Traffic, Special Events, and Signs Pick-up truck OTE	$	49,000
Streets/Public Works	Vehicle	Street Maint -Skid Steer with bucket and snow blower attachment OTE	$	100,000
		Total	**$**	**173,532**
Sundance Contract	MSS	Sundance Contract Obligatory Inflation Increase	$	20,000
Sustainability	MSS	Momentum Recycling $54k total, $20k offset from Economy budget	$	34,000
Tennis	Personnel	Reclass contractors to FTR (4)	$	103,773
Tennis	MSS	Tennis Balls - SLOS	$	3,000
		Total	**$**	**106,773**
Trails	MSS	Conferences/Meetings/Travel	$	2,000
Trails	MSS	General office supplies - SLOS	$	500
Trails	MSS	Special event notices, public outreach - SLOS	$	1,000
Trails	MSS	Appraisals, Title Reports, Surveys, Enviromental Assessments - SLOS	$	15,000
Trails	MSS	Two CDL and heavy equipment training for maintenance work.	$	3,000
Trails	MSS	Equipment Rental for snow removal	$	7,000
Trails	MSS	Computers, monitors, phones OTE	$	5,200
		Total	**$**	**33,700**
		General Fund Ops Total	**$**	**2,718,067**

Other Funds

Department	Subcategory	Request	Tentative Budget	
Department	**Subcategory**	**Request**		
Transit	Vehicle	Vehicle for Traffic Ops Mgr - OTE	$	60,000
Transit	Personnel	Transit Bldg Maint III	$	117,130
Transit	Personnel	Transit Business Analyst	$	121,256
Transit	Personnel	Transit Admin Assistant	$	84,914
Transit	Personnel	Transit Community Outreach	$	107,181
Transit	Personnel	Reclass Business Intelligence Analyst	$	38,000
Transit	MSS	Computer, phones and other equip for new FTEs	$	10,200
Transit	MSS	Meetings/Conf/Travel	$	2,500
Transit	MSS	Memberships	$	2,500
Transit	MSS	Cellular plans	$	2,400
Transit	MSS	Peak Day Traffic $150k (moved from Emer Mgmt budget in GF)	$	150,000
Transit	MSS	Marketing Materials	$	2,000
Transit	MSS	Buildings (HOA)	$	3,639
Transit	Vehicle	Skid Steer - OTE	$	100,000
Transit	Personnel	RF - 6 FTR, 9 Seasonal for 18 weeks	$	759,992
Transit	MSS	Microtransit addtion - total 1.5	$	1,000,000
Transit	Personnel	2/hr raise for drivers, supers, dispatchers	$	386,380
Transpo Planning	Personnel	Transportation Planning - Senior Transpo Planner	$	176,019
Transpo Planning	Personnel	Associate Transpo Planner	$	123,142
		Transportation Fund Total	**$**	**3,247,253**
Parking	Personnel	Parking - Reclass PT to FT Customer Service	$	89,483
Golf	MSS	Increase inventory for merchandise at the Pro Shop	$	20,000
Golf	MSS	Increase inventory for Food and Beverage Resale	$	10,000
Golf	MSS	Replace Point of Sale software - SLOS	$	2,250
Golf	Personnel	Private Lessons - Technical/SLOS	$	30,000
Golf Maint	Personnel	Increase Seasonal Parks III wages to align with Pay Plan	$	16,500
Golf Maint	MSS	Materials - SLOS	$	5,000
Golf Maint	MSS	Supplies and Equipment - SLOS	$	4,500
Golf Maint	MSS	Contract Svcs - Preventative Tree Spraying - SLOS	$	3,000
		Golf Fund Total	**$**	**180,733**
Water	MSS	Supplies, Parts, Maint - SLOS	$	150,509
Water	MSS	Costs associated with Jordanelle Special Service District	$	655,066

Department	Subcategory	Request	Tentative Budget	
Water	MSS	Bank Charges SLOS	$	60,000
Water	On-Call Pay	Increase on-call rate	$	39,420
		Water Fund Total	**$**	**904,995**
Fleet	On-Call Pay	Increase on-call rate	$	9,490

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve the 2023 Level Four Special Event Permit for the Park Silly Sunday Market (PSSM) Supplemental Plan
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
Park Silly Sunday Market 2023 Supplemental Plan Staff Report
Exhibit A: Draft Special Event Permit PSSM 2023
Exhibit B: PSSM Event Application and Supplemental Plan 2023
Exhibit C: PSSM Analysis 2023

City Council Staff Report

Subject: **2023 Park Silly Sunday Market Supplemental Plan**
Author: **Jenny Diersen, Chris Phinney**
Department: **Special Events**
Date: **May 11, 2023**
Type of Item: **Administrative**

Recommendation

Hold a public hearing and consider approving the 2023 Level Four Special Event Permit (**Exhibit A**) for the Park Silly Sunday Market (PSSM) Supplemental Plan (**Exhibit B**) per the Agreement.

Given the increased cost, the Council should also consider increased mitigation on Park Avenue, Swede Alley, and Hillside Avenue.

Background

There is a long and successful history of PCMC and PSSM partnership and collaboration. This item is focused on the 2023 Supplemental Plan Approval, which is the annual operating plan within the PSSM Agreement. As required in the Agreement, PSSM will return to Council for a July mid-season review and by November for the end-of-season review.

This is the last year of the current Agreement, which expires on September 30, 2023. A subsequent City Council meeting will consider the future of a market and PSSM on Main Street beyond 2023.

Analysis

The 2023 PSSM Supplemental Plan was assessed by the Special Events Team and found to (**Exhibit B**) comply with the Agreement, and subsequent amendments made on January 5, 2023 (report p. 183, minutes p. 9). The PSSM reduced its scope and continues to mitigate event impacts. A full analysis of the PSSM is included (**Exhibit C)**.

Dates: The event will be held on 11 Sundays, a reduction of 3 days compared to 2022. Dates include June 4 to 25; July 9 to 23; September 3 to 24. The event will not be held on July 2 and 30, or during the entire month of August.

Location: The event is lower Main Street between Heber Avenue, 9th Street, and Deer Valley Drive. The event will no longer provide any programming south of Heber Avenue. The Farmers Market will move to lower Main Street.

Hours: The event will be held from 10:00 a.m. to 5:00 p.m., and set up will occur between 6:00 a.m. and 10:00 a.m. The breakdown will be complete by 7:00 p.m.

Noise: No amplified sound will occur until noon. From 12:00 p.m. to 5:00 p.m., the maximum decibel level will be 75. Previously, PSSM's contract allowed up to 75 decibels from 10:00 a.m. to noon and up to 90 decibels from noon to 5:00 p.m.

Vendor Mix: PSSM eliminated all importers/re-sellers, a decrease of over $19,800 in vendor revenue to PSSM. PSSM understands the Farmers Market is an important part of the event, so they will continue allowing farmers from outside the Wasatch Back. Otherwise, a farmers market is challenging, as PSSM has worked for more than 15 years to develop relationships with local farmers across Utah to display their products on Sundays.

Local vendors: Allow all Wasatch Back vendors who apply while keeping the same number of jewelers per market (12 or fewer). PSSM will continue to offer free or discounted booth space to local non-profits, HPCA, PCPAA, and kid-preneuers.

Transportation: PSSM will provide additional shuttles on the two busiest days ($6,000 value, estimated 650 trips eliminated) and will continue to provide a guaranteed bike valet ($5,000 value, estimated 120 bikes reducing car trips per week). Additionally, PSSM will continue to promote bike, bus, walk, and carpool messaging and manage pedestrians at the intersection of Heber and Main working with the Police Department. This is an estimated cost of $13,200 to PSSM.

Sustainability: PSSM will continue to maintain an 80% waste diversion rate or better. This includes assisting other events and non-profits with their sustainability plans. This expense costs PSSM $43,000 per year.

Working Group: The working group comprises representatives from the City, PSSM, and HPCA. The group will hold three mid-week meetings throughout the summer to ensure any challenges are addressed as they arise.

City Considerations:

Parking & Transportation:

Parking and Special Event recommend increasing event parking rates this summer (see Summer Event Parking Rate report in tonight's packet). For PSSM, rates are $8/hr with a max of $35/day. Consistent data over the last five years shows that parking continues to fill on Sundays between 10:30 a.m. and 4:30 p.m. On average, parking sessions last two to three hours.

Car Free Sundays will not occur in 2023. This means that Upper Main Street, Swede Alley, and Park Avenue will not experience road closures and parking removal. Unfortunately, our collective ability to control traffic has shifted, resulting in increased traffic on Swede Alley, Upper Main Street, and Park Avenue compared to the past three years. We will mitigate impacts with the following:

- Signage to direct traffic to Deer Valley Drive for parking access (instead of Park Avenue).
- Permanent no-through streets and parking signs installed throughout old town streets. Police and Parking will enforce.
- Park Avenue between 9th and 12th streets will continue as resident parking only on Sundays (no visitor parking allowed). PSSM notified vendors they cannot park on Park Avenue, and will provide vendor license plates on Sunday no later than 10 a.m.

- Flagpole Lot, North Marsac and Gateway will remain exclusively for Main Street Employees with parking permits.
- No parking on Chambers Ave (unless Event Access Pass displayed) and no parking on Marsac Avenue.
- We will remove parking from Heber Avenue to ensure transit and pedestrian safety.
- The Trolley will return to Main Street on Sundays.
- Police will no longer control access to Swede Alley.
- PCMC will provide normal transit services, including 15-minute frequency from the High School and 40-minute frequency from Richardson Flat.

Alternative Option - Increased Mitigation on Hillside, Swede Alley, and Park Avenue:
Transportation reviewed traffic patterns on Sundays. While not required, we understand the community's expectations to protecting residential areas. We recommend you consider:

- An extra PC Police vehicle to deter traffic away from Park Avenue at Box of Rocks (8 hours x 11 Sundays x $75/hour) = $6,600;
- Temporarily making Hillside Avenue resident-access only (requires Event Access Pass) and installing a dedicated police officer (8 hours x 11 Sundays x $75/hour) = $6,600; and/or
- Provide an additional pedestrian management resource to help at the crossing of Heber/Swede and to deter traffic from entering the residential district above Grappa. (8 hours x 11 Sundays x 3 staff x $35/hour = $9,240).

Taken together, the total cost would be $22,440. PSSM requests consideration of an additional fee waiver if Council desires the other mitigation measures above. The additional mitigation is beyond what is required, as these were unforeseen costs when we extended the PSSM Agreement.

Funding

As amended on January 5, 2023 (report p. 183, minutes p. 9), the Agreement outlines sections B.2.5(n) Pedestrian Management (at Heber and Main), C.6.1 Basic City Services, E.10.(c)(i) Bollard Installation, and E.10.(c)(ii) City Service Waivers. This includes a PSSM request to waive all City Services for 11 markets in exchange for PSSM providing bollard management and pedestrian management at no cost to the City.

Bollard and pedestrian management are services the City pays to mitigate event impacts (value $26,400). City fees listed below are covered within existing departmental budgets. We will report updated costs at the mid-season review and end-of-season debrief.

City Service Fee	Estimate
Special Event Permit - Level 4 - CIE Rate (new fee schedule rate)	$192
Building Permits	$250
Parking Removal	$15,400
Banner Installation	$687
Public Safety Personnel	$39,600
VMS & barricades/equipment	$4,400
Total City Service Fee Estimate	**$60,529**
Alternative Option: Mitigation on Park, Swede and Hillside	$22,440
Total City Service Fee Estimate w/ Alternative Option	**$82,969**

Exhibits

A: Draft PSSM Special Event Permit
B: PSSM Application & Supplemental Plan
C: Analysis of PSSM

Exhibit A: Draft Special Event Permit

Type of License:	Level Four
Event Name:	2023 Park Silly Sunday Market
Event Date(s):	11 Sundays, June 4 to 25, July 9 to 23; September 3 to 24, 2023. No Market on July 2, 30 or in August
Event Location:	Lower Main Street between Heber Ave, 9th Street and Deer Valley Drive
Permittee:	Park Silly Sunday Market
Contact Person:	Kate McChesney, Executive Director Park Silly Sunday Market
Approved By:	City Council of Park City
Approval Date:	May 11, 2023

The Park Silly Sunday Market is to be held on Lower Main Street (from Heber Avenue to 9th Street) on Sundays: June 4 to 25; July 9 to 23; September 3 to 24, 2023 from 10:00 a.m. to 5:00 p.m. (No Market on July 2, 30 or in August.) Use Areas, Operations Plans, Transportation and Parking Plans, Insurance and Hold Harmless Waiver shall be attached to this permit as an exhibit and finalized no later than June 1, 2023. This Level Four Special Event Permit has been issued under the Park City Municipal Code Section 4A based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

<u>Findings of Fact:</u>

1. Park Silly Sunday Market is a Level Four Special Event. The event is a unique cultural and entertainment activity, held for non-profit purposes, occurring for a limited duration, using and impacting City property, requiring licensing and services beyond the normal scope of business and creating public impacts through the following:
    a. Interruption of the safe and efficient flow of transportation in Park City including public rights of way, which may include minimal impacts on streets or sidewalks necessary for pedestrian movement;
    b. Use of public property and facilities;
    c. Use of City parking facilities;
    d. Need for public safety beyond their normal scope of operations;
    e. Requires licensing and services beyond normal scope of business; and
    f. Temporary events that do not normally occur within the permitted venue use.
2. Park Silly Sunday Market is a Level Four event due to:
    a. Attendance throughout the event time period is estimated to be above 5,000 people and the event is in a non-consecutive series;
    b. Creates moderate to major impacts to the surrounding area and cannot be held within the existing venue or use areas;
    c. Has moderate transportation needs including removal of parking, requires a transportation mitigation plan, requires offsite parking plan, road closures, moderate to major residential transportation mitigation and requires increased Park City Transit or a transportation provider; and
    d. Requires public safety staffing needs beyond their normal operations including moderate support in the venue and moderate transportation mitigation and public safety personnel.
3. Park Silly Sunday Market is a Community Identifying Event as it:
    a. Honors Park City's unique community goals and enhances the goodwill that features authentic local culture, including making ties to the people, places and history of Park City. It is not an outside event that simply partners with local organizations and businesses to check a box.
    b. The event aligns with the City Council's top priority of transportation, as well the social equity and environmental sustainability lenses.
    c. Attendance is targeted primarily at local participation from Park City and Summit County residents, businesses and employees. PSSM does not conduct any marketing and is not in a

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growth model to bring attendance from outside of Summit County.

d. The event is free and affordable for local Park City and Summit County attendance.

e. The event offers free and affordable options for underserved populations.

4. The events will end by 5 p.m. each Sunday, and Main Street shall be reopened to traffic and parking by 7:00 p.m., except for the September 24, when the street shall be reopened by 8:00 p.m. The Permittee is responsible for organizing and managing?? load-in and load-out for each vendor, as well as for ensuring that traffic in the area continues to move during this high-traffic time. The Permittee is responsible for establishing and following parking plans for vendors. The Permittee will have volunteers as well as the help of Park City Police Department to ensure the efficiency of pedestrian management at the intersection of Heber and Main, and traffic, transportation, and public safety throughout the event.
5. PSSM estimates overall attendance in 2023 will be 225,000. This includes 2,000 people spread out over a 3-block radius at any one time, and an average of 16,000 people over the course of the day. PSSM shall work with staff to address the challenges and opportunities created by higher attendance, working to maintain public safety, health and welfare, as well as minimizing traffic and transportation impacts to the City.
5. The Permittee has secured permission from the school district to use the parking areas at the Schools on Kearns Blvd. (Hwy. 248). The Permittee will use the City's current transit schedule for attendees that use this lot.
6. The Permittee has secured additional private shuttle transit to augment the City's transit service on the expected heavy attendance days on July 23 and September 4.
7. The Permittee is working with Park City Parking Services Department on the nonexclusive use of City parking lots for vendors and market attendees. Vendors are not permitted to park on Park Avenue, and ticketing and towing will be enforced by the Park City Parking and Police Departments.
8. The Permittee has established a weather and emergency plan and will train staff and volunteers on the plans. The Permittee has established these plans to maximize the safety of event attendees, volunteers, staff, and the general public. There are no weather dates for the event, but the Permittee is aware that weather could interfere with the event's proposed activities. In the case that the event is canceled to dangerous weather conditions, the Permittee will notify the public and event participants. The Permittee understands that Park City Special Events, Police, Fire, Building Official/Fire Marshal, and Emergency Management have the right to cancel or postpone the event at any time due to weather or emergency conditions.
9. The events associated with the Park Silly Sunday Market will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
10. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services. Park Silly Sunday Market agrees to work in good faith with the City and Summit County Health Department to develop and implement health protocols and conduct businesses consistent with Utah requirements.
11. The Special Event will not substantially interfere with any other Special Events during the timeframe or with the provision of City Services in support of other events or governmental functions. There are other Special Event Permits that have been granted for Sundays, June 5 through September 25, outlined in the table below. Park Silly Sunday Market will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

Name of Event	Location	Time	Attendance
Pride Picnic	South End City Park	12:00 p.m. to 3:00 p.m.	200
Tour De Suds	South End City Park and various trails and roads	9:00 a.m. to 3:00 p.m.	400
Deer Valley Beer Festival	Silver Lake, Deer Valley	11:00 a.m. to 5:00 p.m.	1,500

12. The size of the crowd and nature of the event will not create an imminent possibility of violent

disorderly conduct likely to endanger public safety or cause significant property damage.

13. The Permittee has been working with City Staff and applicable departments to address all event concerns. The Permittee demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of PCMC 4A-2-4(I) and has not failed to conduct a previously authorized event in accordance with the law or terms of a license.
14. Park Silly Sunday Market, at their cost, will ensure that the bollards are installed and removed every week of the Market. They will coordinate with Public Safety for installation and removal.
15. Staff finds Park Silly Sunday Market is meeting the Measures of Success, is consistent with the measures as outlined in the City Services Agreement as entered into on September 14, 2017, as amended on February 20, 2020, and January 5, 2023 and supports Council's goal of creating a complete community that values economic diversity, arts, and culture, and aligns with the goals as outlined in the Park City General Plan. This event creates a community gathering place; encourages and supports the Historic Main Street Alliance and Park City Businesses; and encourages local and regional tourism by supporting continued Main Street vibrancy. The event creates a complete community through its core value and partnerships in Park City with both businesses and the community as a whole and provides diversity and uniqueness. The event furthers Park City's role as a world-class, multi-seasonal community while maintaining balance with our sense of community.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4A.

Conditions of Approval:

1. The Permittee, at its cost, shall incorporate such measures as directed by Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the Permittee.
2. The Permittee use of barricade and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
3. The Permittee is required to provide supplemental documents including a Transportation and traffic control plan, Contingency plans, Site Identification, and detailed map showing specifics of event operations as described in section 4A-2-7. Such documents shall be reviewed and approved no later than one month before the start of the event with conditions administratively by the Special Events Manager in coordination with from the Chief of Police, Transportation Manager, Chief Building Official.
4. Under section 6-3-11 of the Municipal Code, a permit for relief from the noise restrictions on the basis of undue hardship has been made to the Chief of Police. The Permittee has been granted a permit for relief from the noise restrictions by the Chief of Police not to exceed 75 decibels between the hours of 12 p.m. and 5 p.m. No amplified sound shall occur before 12:00 p.m. (noon). The Permittee shall work to orient noise activities to minimize sound impacts on the neighboring residents, businesses, and public facilities. The Park City Police Department may investigate any complaints. If asked by the Park City Special Events or Police Department, the Permittee shall turn the noise down to mitigate noise concerns from surrounding residents, businesses or public facilities.
5. The Permittee shall return to City Council and give a mid-season and end-of-season review for the 2023 market season.
6. The Permittee is required to provide waiver and release of damages and indemnification insurance coverage in an amount as required by the Special Events Manager and the City Attorney's Office, with respect to liability arising out of or in connection with Park City Silly Sunday Market activities under the Service Agreement. It is suggested that the insurer have AM Best Financial Strength rating of at least A: VII.
   - General Liability of $2,000,000 per occurrence / $4,000,000 aggregate
   - Auto Liability of $2,000,000 each accident, combined single limit for bodily injury and property (hired/non owned/owned) as applicable.
   - Liquor Liability of $1,000,000 per occurrence/ $2,000,000 aggregate
   - Proof of Workers Compensation with regard to statutory limits of $1,000,000 per accident, $1,000,000 disease each employee, and $1,000,000 disease policy limit. (Please note that the City does not have to be additionally insured on this specific policy).

   Such policies shall further name PCMC as additionally insured. The Permittee shall further indemnify the City from liability occurring at the event except for any claim arising out of the sole negligence or intentional torts of the City or its employees as described in section 4A-2-6 and 4A-2-4.F. The insurance

must name Park City Municipal Corporation as additional insured for any claims related to this permit, the Permittee's insurance coverage shall be primary insurance coverage with respect to PCMC, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by PCMC its officers, officials employees or volunteers shall be excess of the Permittee's insurance and shall not contribute with it. The Workers Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Permittee, its employees, officers, officials, volunteers and subcontractors.

7. All plans for tents, stages and other temporary structures as well as flammable materials shall be submitted to the Building Department for review and permitting no later than the Thursday previous to each market week.
8. The Permittee is required to provide a sufficient number of traffic controllers, signs and other equipment as required by City, not limited to barriers, fencing, traffic devices, monitors for crowd control and safety, and such measures as directed by City, County or State Staff in order to ensure that any safety, health, or sanitation equipment, services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety and the environment, adequate offsite parking and traffic circulation in the vicinity of the event and other services or facilities as necessary to ensure compliance with City ordinances in a plan approved by the Transportation Director, Chief of Police and Chief Building Official in accordance with the Transportation Demand Management Plan, Park City Risk Assessment and International Building and Fire Code.
9. All third-party approvals including the Park City School District, Summit County and State permit approvals required for this event shall be secured by the Permittee by the Thursday previous to each market week and submitted to the Special Events Department.
10. The Permittee is required to submit an Emergency Operations plan to be approved by the Chief of Police and the City's Emergency Manager. The Park City Special Events, Police, Fire, Building Official/Fire Marshal and Emergency Management have the right to cancel the event upon any condition, violation or weather that jeopardizes life, safety or property.
11. The Permittee will provide a vendor list and sign plan for the event by May 22. All handouts, flyers, banners and other signage, shall comply with Park City Municipal Code 12-12.
12. PSSM will extend its operational time by one hour on September 24, 2023 for Silly Fest. PSSM has requested and the City has approved a stage with a band and beer garden that will remain open until 6:00 p.m. on this date. Clearing and reopening of Main Street will happen no later than 8:00 p.m.
13. Estimated City Services in 2023 are estimated at $82,969. Changes in City Service fees shall be reported at the mid-season and end-of-season review. There is no cash payment from the City to PSSM for this event.
14. PSSM will provide vendor license plate numbers to the Parking Services Department no later than 10:00 a.m. each Sunday. This is to help ensure that vendors are parking in vendor parking areas.
15. PSSM shall report zero waste statistics in pounds for the 2023 season as to allow for comparison to the previous year.
19. PSSM shall maintain the following vendor types at no more than: Twelve (12) Jewelers and Twelve (12) On-site Food and Snack Food Vendors per market. Importers are not allowed at the market.
20. PSSM shall have non-exclusive use of the upper and lower Sand Ridge Parking Lots, as well as the Top of China Bridge for Vendor and Staff Parking. Vendors will pay any parking fees that apply to public parking areas. PSSM shall prohibit vendors from parking on Park Avenue. Any vendors that park on Park Avenue or Flagpole Lot are subject to ticket and tow by Park City parking and police department.
21. PSSM has coordinated with the Fire Marshall, and Public Safety Personnel regarding placement of emergency staff and equipment and anticipates that Fire and EMS will be staged on 7th Street.
22. PSSM shall have a deadline of the first of the month of each month of the Market for all HPCA vendor requests as pertains to the Vendor Mix requirements. Any unfilled dates for the month that are not fulfilled by the deadline, will be filled by other vendors as pertains to the Vendor Mix requirements, and subsequently on the first of each month through September 1, 2023. Any vendors who are scheduled and fail to notify PSSM staff prior to 5:00 p.m. on the Thursday before the scheduled Sunday will receive a bill for a $150.00 cancellation/no show fee. For HPCA - the next scheduled HPCA member will not be permitted to participate or load-in if the cancellation/no-show fee has not been paid. PSSM vendors, who do not pay the fee, will not be permitted to return until the fee has been paid.
23. The Permittee is responsible for securing all City, County and State permit approvals required for this event by June 1, 2023 and submitted to Park City Municipal Corporation.

DRAFT

24. The approval identification provided with the approval of this permit must be in possession of the Permittee at all times and must be made available for inspection when requested by governmental authorities. The Permittee is responsible for providing a schedule of events and access to any site for purposes of Code Enforcement or public safety as outlined by Park City municipal code 4A-2-4.

PASSED AND APPROVED this Thursday, the 11th day of May, 2023.

PARK CITY MUNICIPAL CORPORATION

_____

City Manager, Matt Dias

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

Margaret Plane, City Attorney

DRAFT

Special Event Pre-Application Form

The Special Events Department no longer accepts rolling applications. All applicants must submit the following Special Event Pre- Application Form and receive administrative permission from the Park City Special Events Department prior to submitting a Special Event Application. Any new or significantly changed event should also review the Peak Time Period Calendar which restricts new events during peak times. Special Event Applications are accepted up to 18 months in advance and are due as follows:

1. First Friday in December for events through June, reviewed and approved/denied by end of February.
2. First Friday in April for events through October, reviewed and approved/denied by end of June.
3. First Friday in August for events through February, reviewed and approved/denied by end of October.

Events that are determined a Level 1 or Level 2 are exempt from these deadlines but must submit a completed application no less than 30 days prior to the scheduled start of the event, unless otherwise approved by the Economic Development Manager.

Special Event Date(s) or Application is not approved until the Special Event Application is reviewed and approved in a Special Event Permit according to Section 4A of the Municipal Code. All Special Event Pre-Application Forms should be sent to Stephanie Valdez in the Special Events Department at stephanie.valdez@parkcity.org. For questions, please call 435.615.5194.

Please provide the following information:

EVENT Contact Information	
Event Name	Park Silly Sunday Market
Primary Contact First & Last Name	Kate McChesney
Email Address	kate@parksillysundaymarket.com
Phone Number	435.714.4036
Website	www.parksillysundaymarket.com
Business/Organization Name	Park Silly Sunday Market

EVENT Date & Time	
Requested Date(s) of Event	June 4 - Sept 24 (11 Sunda
Proposed Time of Event	10am - 5pm
Total attendance from previous year	197,000
Estimated total attendance for upcoming year	150,000
Is your event changing? What changes do you anticipate?	3 less Sundays than LY

EVENT Location (*Please list all that apply. Event Location, Fields, Parks, Public Facilities, Trails, Private Facilities & Letter of Permission, Streets, Other)

Lower Main Street, Park City, UT

Park City Municipal Corporation

Special Event Permit Application

Special Events Department City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
stephanie.valdez@parkcity.org

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.
PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4A.

Applications for Level 3, 4, or 5 Special Event Permits are due:
First Friday in December for events occurring between March-June,
First Friday in April for events occurring between July-October, and
First Friday in August for events occurring between November-February.

Events that are determined a 1 or 2 are exempt from these deadlines, but must submit a complete application no later than 30 days prior to an event. **Please Note**: The City reserves the right to restrict the number of event permits annually. Applications for new level 3, 4, or 5 event will not be considered during Peak Time Periods as mentioned in Section 4A-2-3(D). Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. Business/Organization listed as applicant must match the Hold Harmless and Proof of Insurance to be considered for approval. For more information, please visit www.parkcity.org or contact us at stephanie.valdez@parkcity.org.

IF YOU HAVE QUESTIONS OR WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Jenny Diersen	**jenny.diersen@parkcity.org**	**435-615-5188**	**Chris Phinney**	**chris.phinney@parkcity.org**	**435-615-5194**

APPLICATION FEES & EXPENSES

First Amendment Event Permit	$40.00
Level 1 Special Event Permit	$40.00
Level 2 Special Event Permit	$80.00
Level 3 Special Event Permit	$160.00
Level 4 Special Event Permit	$320.00
Level 5 Special Event Permit	$640.00

- Application levels are determined by the Special Events Department after reviewing complete applications.
- Additional fees for other city services will be estimated and provided to the applicant upon request and receipt of a complete application.
- Applicants may incur additional expenses from other city, county, or state jurisdictions.
- Fee reductions for city services are considered bi-annually. Fee reduction applications are due on:

October 1 - for events January 01 to June 30, April 1 - for events July 01 to December 31

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING:

✔ To insure prompt and accurate processing of your application, ensure that all supplemental materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application plus transportation, parking, and traffic control plan, weather/emergency plan, waste and recycling plan, staff and volunteer plan, community impact outreach and notification plan, vendor or concession plan, sponsor and marketing plan, noise exemption request, site map, and permission for use of properties, as mentioned in Park City Municipal Code 4A-2-3(G), in addition to contingency plan, operations plan, planned rest areas, water, and toilet facilities, and will ensure that participants obey the conditions of the Special Event Permit and all other generally applicable traffic laws, lights, and signs as stated in Section 4A-2-11(B).

✔ Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office according to Section 4A-2-10 of the Park City Municipal Code. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.

✔ After the application is evaluated, the applicant will be responsible for providing proof that he or she has obtained other permits as necessary from city, county, or state agencies.

✔ I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal Code 4A-2-9 through the bi-annual fee reduction application and process.

✔ I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under the Standards for Permit Approval in Park City Municipal Code 4A-2-4.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: Park Silly Sunday Market					DATE(S) OF EVENT: June 4, 11, 18, 25, July 9, 16, 23, Sept 3		
FIRST TIME EVENT:	Yes	✔ No	ANNUAL EVENT:	✔ Yes	No	IF ANNUAL, HOW MANY YEARS: 17	
ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR:						✔ Yes	✔ No
ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR:						✔ Yes	No
NAME OF APPLICANT (FIRST & LAST): Kate McChesney							
TITLE / POSITION: Executive Director							
BUSINESS /ORGANIZATION NAME: Park Silly Sunday Market							
IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT?:					✔ Yes, a copy of IRS paperwork is attached	✔ No	
MAILING ADDRESS FOR BUSINESS / ORGANIZATION: PO Box 684229							
CITY, STATE, ZIP: Park City, UT 84068							

Park City Municipal Corporation

Special Event Permit Application

Special Events Department City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
stephanie.valdez@parkcity.org

PHYSICAL ADDRESS OF BUSINESS / ORGANIZATION: 348 S 175 W

CITY, STATE, ZIP: Kamas, UT 84036

PHONE (PRIMARY): 435.714.4036 | PHONE (SECONDARY):

EMAIL: kate@parksillysundaymarket.com

BUSINESS / ORGANIZATION WEBSITE: www.parksillysundaymarket.com

SOCIAL MEDIA LINKS: FB Park Silly Sunday Market

DAY OF EVENT PRIMARY CONTACT

ON-SITE DAY OF PRIMARY CONTACT NAME (FIRST & LAST): Kate McChesney

ON-SITE DAY OF PRIMARY CONTACT CELL PHONE: 435.714.4036

ON-SITE DAY OF PRIMARY CONTACT EMAIL: kate@parksillysundaymarket.com

PUBLIC EVENT INFORMATION

WEB SITE FOR PUBLIC EVENT INFORMATION: www.parksillysundaymarket.com

PHONE NUMBER FOR PUBLIC EVENT INFORMATION: 435.714.4036

EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: info@parksillysundaymarket.com

☐ **Event description is attached as a separate document with supplemental materials and contingency plan.**

EVENT LEVEL DETERMINATION

THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)

☑ FESTIVAL / FAIR	☐ PARADE	☐ SKI / SNOW BOARD	☐ RUN	☐ BIKE	☐ WALK	☐ TRAIL USE	☐ CONCERT	☐ CULINARY	☐ FILMING
☑ ARTS & CULTURE EVENT	☐ HOLIDAY CELEBRATION	☐ RECREATION / SPORTING EVENT	OTHER:						

THE EVENT WILL INVOLVE THE USE OF: (Check all that apply)

☑ MAIN STREET	☐ RESORT PROPERTY	☑ SCHOOLDISTRICT PROPERTY	☐ PRIVATE PROPERTY	☐ CITY PARKS	☐ CITY FIELDS	☐ CITY FACILITY RENTAL	☐ RESIDENTAL AREAS	☑ PARK CITY LIMITS	☐ MULTI-JURISDICTION	☑ AMPLIFIED SOUND

THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)

☑ YOUTH / FAMILIES	☑ ADULTS	☑ LOCAL	☑ STATE - WIDE	☑ REGIONAL	☑ NATIONAL	☑ INTER NATIONAL	☑ SPECTATORS	☑ PARTICIPANTS	OTHER:

THIS EVENT WILL: (Check all that apply)

☐ LIMIT # OF PARTICIPANTS	☑ BE FREE FOR SPECTATORS	☑ BE FREE FOR PARTICIPANTS	☑ INCLUDE VENDORS OR SPONSOR	☑ OPEN TO THE PUBLIC
☐ LIMIT # OF SPECTATORS	☐ CHARGE ADMISSION FOR SPECTATORS	☐ CHARGE PARTICIPANTS	☐ NOT INCLUDE VENDORS OR SPONSOR	☐ PRIVATE EVENT

THIS EVENT WILL BE HELD: (Check all that apply)

EVENT DATE(S):

☐ MONDAY	☐ TUESDAY	☐ WEDNESDAY	☐ THURSDAY	☐ FRIDAY	☐ SATURDAY	☑ SUNDAY

☑ WEEKLY	☐ MONTHLY	☐ SERIES	☐ ONE DAY

NUMBER OF EVENT(S): 11 | NUMBER OF CONSECUTIVE DAYS: 0

Park City Municipal Corporation

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ONE DAY EVENT HOUR(S)	
EVENT START TIME: 10am	EVENT END TIME: 5pm
EVENT SET-UP DATE: Sundays	EVENT BREAK-DOWN DATE: Sundays
EVENT SET-UP TIME(S): 6am	EVENT BREAK-DOWN TIME(S): 8pm

MULTIPLE DAY EVENT HOUR(S)			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	

INCLEMENT WEATHER INFORMATION			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		EVENT BREAK-DOWN DATE:	
EVENT SET-UP TIME(S):		EVENT BREAK-DOWN TIME(S):	

✔ No inclement weather date is required and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions.

EVENT ATTENDANCE	
IF ANNUAL EVENT:	
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: 197,000	TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: 15,000
ESTIMATED # OF PARTICIPANTS:	ESTIMATED # OF VENDORS: 150 per Sunday
ESTIMATED # OF SPECTATORS:	ESTIMATED # OF VOLUNTEERS: 20
ESTIMATED # OF STAFF: 15	ESTIMATED DAILY ATTENDANCE: 13,000
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 1500 over the course of 4 blocks	ESTIMATED HIGHEST TOTAL ATTENDANCE OF ENTIRE EVENT: 208,000

✔ I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/

Park City Municipal Corporation

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SIDEWALK & STREET USE

THE EVENT WILL HAVE: (Please check all that apply)

STREETS

✔	STREET CLOSURE MAP IS ATTACHED	✔	CLOSURE SIGN/MARKING INFORMATION IS ATTACHED
	ROLLING CLOSURE		PARTIAL CLOSURE
	FULL CLOSURE		NO CLOSURE

NAMES OF STREETS TO BE CLOSED:	TIMES (START / END OF CLOSURE):	
Lower Main Street	START: 7am	END: 8pm
	START:	END:
	START:	END:
	START:	END:

REASON FOR CLOSURE:

SIDEWALKS

	SIDEWALK CLOSURE MAP IS ATTACHED		CLOSURE SIGN / MARKING INFORMATION IS ATTACHED
	PARTIAL CLOSURE		FULL CLOSURE
	NO CLOSURE		CROWD CONTROL PLAN

ADDRESS:

ADDRESS OF CLOSURE: (FROM / TO)		TIMES: (START / END OF CLOSURE)	
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:

REASON FOR CLOSURE:

TRAILS

	TRAIL COURSE MAP IS ATTACHED		COURSE / SIGN MARKING INFORMATION IS ATTACHED

NAMES OF TRAILS TO BE USED:

PARADE

ASSEMBLY AREA:	DISBANDING AREA:	# OF PARADE ATTENDEES:

PARADE IS:

☐ WALKING ONLY	☐ VEHICLES & WALKING	☐ VEHICLES ONLY	☐ WILL HAVE ANIMALS

OTHER PARADE INFO:

Park City Municipal Corporation

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CITY PARKING FACILITIES REQUEST

GENERAL PARKING

HOW MANY PARKING SPACES DOES THE EVENT NEED?

✔ MAIN STREET	✔ CHINA BRIDGE	✔ FLAGPOLE LOT	✔ BREW PUB LOT
✔ SANDRIDGE PARKING LOTS	☐ PARK AVENUE	✔ CITY PARK	✔ MAWHINNEY LOT
☐ QUINNS LOT	☐ RICHARDSON FLATS	OTHER:	

WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:	✔	YES		NO
WILL THE EVENT HAVE ADA PARKING AVAILABLE?:	✔	YES		NO
WILL THE EVENT WILL REQUIRE PARKING REMOVAL?:		YES	✔	NO

☐ The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department

NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:

TRANSPORTATION

WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?

✔ BUS	✔ BIKE	✔ WALK

NAME OF TRANSPORTATION PROVIDER / COMPANY: Pro Trans

PHONE: 877.255.2631 EMAIL:

✔ THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE AND HAS INCLUDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.

✔ THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT AND HAS INCLUDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.

ADDITIONAL TRANSPORTATION INFORMATION: On holiday weekends, if required, Park Silly will provide shuttle services.

PUBLIC FACILITY USE

CHECK ALL THAT APPLY:

☐ MINERS HOSPITAL AT CITY PARK	☐ PARK CITY LIBRARY MEETING ROOMS	☐ JIM SANTY AUDITORIUM
☐ SOUTH CITY PARK	☐ CITY PARK COVERED BBQ AREA	☐ CITY PARK GAZEBO / STAND
☐ CITY PARK SOFTBALLFIELD	☐ CITY PARK RUGBY FIELD	☐ SKATE PARK AT CITY PARK
☐ QUINN'S SPORTS COMPL FIELDS	☐ ROTARY PARK	☐ SCHOOL DISTRICT FIELDS
☐ DIRT JUMP PARK	☐ PARK CITY ICE ARENA	☐ OTHER:

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[✔] I understand all temporary structures and flammable materials must be approved by the Park City Building Department. Such approvals will require a fire/building permit to be submitted 10 days prior to the event, as well as an on-site inspection the day of the event.

[ ] TEMPORARY BLEACHERS	[✔] INFLATABLES	[✔] CANOPIES	[ ] TEMPORARY BADGES	[ ] TEMPORARY LIGHTING

✔	TENTS 10X10 OR UNDER	HOW MANY?: 180
✔	TRAILER	HOW MANY?: 4
✔	STRUCTURES OVER 6 FEET TALL	PURPOSE: 1 - Rock Climbing Wall

DOES EVENT HAVE ELECTRICAL NEEDS?:	[✔] YES	[ ] NO	DOES EVENT REQUIRE USE OF GENERATORS?:	[ ] YES	[✔] NO	HOW MANY:
WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?:				[ ] YES	[✔] NO	
WILLTHE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS, OR GASSES?:				[✔] YES	[ ] NO	

NAME SUCH MATERIALS: Food Vendors will have propane

WASTE MANAGEMENT AND RECYCLING

- [✔] THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.
- [ ] THE EVENT WILL PROVIDE ITS OWN DUMPSTERS, WHICH IS INDICATED ON THE SITE MAP.
- [ ] THE EVENT WILL USE THE CITY'S GARBAGE CANS AND WASTE MANAGEMENT, REQUIRING ADDITIONAL FEES.
- [ ] THE EVENT WILL USE THE CITY'S DUMPSTERS, REQUIRING ADDITIONAL FEES.
- [ ] THE EVENT WILL HIRE A COMPANY AND PROVIDE RECYCLING SERVICES FOR THE FOLLOWING MATERIALS:

[ ] PLASTIC	[ ] PAPER	[ ] ALUMINUM	[ ] GLASS	[ ] CARDBOARD	[ ] COMPOST	[ ] OTHER

- [✔] THE EVENT WILL UTILIZE CITY RESTROOM FACILITIES.
- [✔] THE EVENT WILL BRING ITS OWN RESTROOMS AND SANITARY STATIONS. (May be required by Summit County Health Department or Park City Building Department)

WILL ANIMALS BE AT THE EVENT?:	✔ YES		NO	IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS.

TYPES OF ANIMALS: Dogs and will provide waste bags

- [ ] I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN

WILL DOGS BE ALLOWED AT THE EVENT?:	✔	YES		NO	✔	LEASHED		UNLEASHED

- [ ] The Waste Management Plan and Environmental Management Plan have been attached to this application as described above.

FOOD & MERCHANDISE SALES

[✔] I understand that all vendors must obtain a Park City Business license. All vendors serving food and drink may also be required to obtain a food service or food handler permit from Summit County.

WILL THERE BE SALE OF MERCHANDISE?:	✔	YES		NO
WILL THERE BE COMPLIMENTARY FOOD?:		YES	✔	NO
WILL THERE BE SALE OF FOOD?:	✔	YES		NO
WILL THERE BE ALCOHOL FOR SALE?:	✔	YES		NO

[✔] BEER	[✔] WINE	[✔] LIQUOR

PARK CITY 1884

Park City Municipal Corporation

Special Event Permit Application

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stephanie.valdez@parkcity.org

✔	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.
✔	I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL MAY REQUIRE OTHER PERMITS.

WILL FOOD ITEMS BE PRE-PACKAGED?:	✔	YES		NO
WILL FOOD ITEMS BE COOKED ON SITE?:	✔	YES		NO
✔ I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.				
WILL FOOD ITEMS BE PREPARED OFFSITE?:	✔	YES		NO

DESCRIBE ITEMS: Gourmet Foods / Snack Foods

TEMPORARY SIGNS

WILL THERE BE TEMPORARY SIGNS AT THE EVENT?:	✔	YES		NO
✔ I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.				

SAFETY - SECURITY

✔ THE EMERGENCY AND SECURITY PLAN HAS BEEN INCLUDED IN THE OPERATIONS PLAN, AS WELL AS CROWD CONTROL, ACCESS, AND FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE, AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS UPON REQUEST.				
THE EVENT WILL HAVE AMPLIFIED SOUND:	✔	YES		NO
THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL:	✔	YES		NO

COMMUNICATION NEEDS

WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?:		YES	✔	NO
INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.				

MARKETING OF EVENT

PROPER MARKETING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE: www.visitparkcity.com

✔	I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.
	I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.

WHO IS THE TARGET MARKET FOR THIS EVENT?: Families

WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)

✔ LOCAL	REGIONAL	NATIONAL	INTERNATIONAL

WILLTHIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)		YES		NO

LOCAL	REGIONAL	NATIONAL	INTERNATIONAL

PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER, AND MAGAZINES:

MEDIA (RADIO/TV):

NEWSPAPER:

MAGAZINES:

OTHER:

PLEASE SELECT RANGE OF MARKETING BUDGET:

$100 OR UNDER	$100 - $500	$500 - $1,000	✔ $1,000 - $2,500	ABOVE $2,500

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APPLICANT AGREEMENT & SIGNATURE

I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein, including supporting documentation is complete and accurate.

Name (Printed):	Kate McChesney		
Signature:		**Date:**	3/3/2023

PARK CITY MUNICIPAL CORPORATION

Special Event Hold Harmless and Indemnification Agreement

This Hold Harmless and Indemnification Agreement must be completed and returned to the Special Event Manager ten (10) working days prior to the event or the event will be cancelled.

PLEASE PRINT:

Park Silly Sunday Market

Name of Business/Organization

Park Silly Sunday Market

Name of Special Event

June 4, 11, 18, 25, July 9, 16, 23, September 3, 10, 17, 24

Date(s) of Event

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to Park City Municipal Corporation that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid legal agreement and binding on such party and enforceable in accordance with its terms.

The person signing this Agreement represents and warrants to Park City Municipal Corporation that it has insurance coverage in place that covers the scope of activities associated with this event. This person further represents and warrants that the insurance coverage limits meet or exceed the coverage required to obtain this permit.

For and in consideration of Park City Municipal Corporation (PCMC) issuing a permit permitting the use of City streets and/or City owned/public property for the conducting of an event to be held as reported above, hereby agrees to defend, hold harmless, and indemnify PCMC, its officers, agents, servants, employees, and their successors, from and against all claims, loss, or demands for damages, including claims for loss of life, personal injury or wrongful death and/or damage to property arising out of the conduct of said Special Event as defined by Title 4 of the Park City Municipal Code, and further agrees that Applicant is indemnifying and holding harmless PCMC irrespective of whether the scope or limits of Applicant's insurance policies adequately cover any of the aforementioned claims or demands.

Park Silly Sunday Market

Name of Business/Organization

Signature

Kate McChesney

Name Printed

Executive Director

Title

PO Box 684229

PC, UT 84068

Address and Phone Number

STATE OF UTAH)
)ss.
COUNTY OF SUMMIT)

On this 3 day of March, 2023, before me, the undersigned notary, personally appeared Kathryn Mahesh personally known to me/proved to me through identification documents allowed by law, to be the person whose name is signed on the preceding or attached document, and acknowledged that he/she signed it voluntarily for its stated purpose as Park Silly Sunday Market for Park Silly Sunday Market.

Kristie Bair
Notary Public

NOTARY PUBLIC
KRISTIE BAIR
COMM. # 726664
MY COMMISSION EXPIRES
SEPTEMBER 12, 2026
STATE OF UTAH

Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

This outdoor special event emergency operations plan (EOP) is meant to train event volunteers/personnel as well as to create a more specific EOP for events. It is the event organizer/responsible party's duty to train event personnel in the following potential emergencies and to make sure that all key and supervisory event personnel are documented on the attached section with a number to contact them at during the event, their assignment and its location. With this event EOP, a map of all areas that the event will encompass is included. It outlines the area of the event, evacuation routes and ingress/egress for emergency personnel.

Fire & Medical Emergencies

Police, Fire and Ambulance will respond based on the initial call. Police personnel are trained in first aid and can provide stabilization until the ambulance arrives.

In Case of a Medical Emergency:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).Give the nature of emergency,
2. Location (Your specific site location),
3. Your name and phone number where you can be called back,
4. Do not move victim unless absolutely necessary,
5. And stay on the telephone until the Dispatcher has all needed information and allows you to hang up.

In Case of a Fire:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).
2. Give the nature of emergency and the location. Stay on the phone long enough to answer any questions the dispatcher might have. This will ensure that proper equipment and personnel respond. Police will provide rescue, traffic, communications and crowd control.
3. Alert people in the immediate vicinity to evacuate to safest designated areas. [SEE ATTACHED MAP(S)]
4. Use fire extinguisher if the fire is small and you have been trained in how to operate the device.
5. Never breathe the smoke from fire. Stay low and crawl if necessary to avoid it. Smoke from some plastics and other common materials are toxic. Stay upwind so combustion products will blow away you.
6. **DO NOT REENTER THE AREA**. If a life may be in jeopardy, notify the professionals and let them enter with proper equipment. A significant number of fire fatalities result when people who have successfully evacuated a fire area return to retrieve a valued item or to search for someone missing.

Weather Related Emergency

The on-site event organizer will be responsible for determining if weather conditions become a hazard to personnel/patrons at the activity. Choose the safest alternative.

Before Any Event:

Before any event, the on-site event organizer shall research types of weather that may occur during the particular time of year the event is scheduled. Once potential hazardous weather or conditions are identified, mitigation, preparedness and training efforts will be included in the event planning.

Lightning:

In the event of weather conditions with the potential of lightning activity, careful monitoring of the weather dynamics is required. Such factors as the developing cloud patterns in the area, the lightning, and thunder activity should be considered. In conditions where there is observable thunder and lightning, outdoor activities shall be suspended until thunder can no longer be heard.

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There is no safe place outside when thunderstorms are in the area. Evacuate to substantial buildings, enclosed parking structures and hard-topped vehicles are safe options. A safe building is one that is fully enclosed with a roof, walls and floors, and has plumbing or wiring (excludes temporary, portable, or metal buildings).

Lightning Safety Rules:

- Keep an eye on the sky,
- If you see or hear a thunderstorm coming, immediately suspend outside activity and go to a safe building or vehicle,
- Postpone activities promptly; do not wait for rain.
- If you cannot get to a shelter, stay away from trees,
- If you are out in a field, get to the lowest point,
- Move away from a group of people,
- Avoid metal,
- Avoid contact with electrical equipment or cords,
- Avoid contact with plumbing,
- Stay away from windows and doors, and stay off porches,
- Do not lie on concrete floors and do not lean against concrete walls.

Wind:

Power outages may occur with as little as twenty-five mile per hour winds and can up-root trees with shallow roots. If an event has tents, be cautious of the stability of the structure. All tents must have a City permit, have 50# of weight per leg and be inspected by the PCMC Building Dept. Wind can pose a hazard to participants or spectators, and if the on-site event organizer determines that winds pose a life safety issue, then activities shall be suspended.

Hail:

Most hailstorms develop in the presence of cumulonimbus clouds and other severe weather phenomena. Hailstones can cause serious damage, notably to automobiles, aircraft, skylights, glass-roofed structures, and people. Hailstorms rarely last more than 15 minutes. Some safety tips for hailstorms that an on-site event organizer should know or may want to pass on to participants are as follows:

- If you are outside, get inside.
- If you cannot find shelter, at least find something to protect your head.
- Stay away from windows.

Excessive Heat:

Heat is the number one weather-related killer in the United States, resulting in hundreds of fatalities each year. On average, excessive heat claims more lives each year than floods, lightning, tornadoes, and hurricanes combined. In planning for outdoor activities during a heat wave, consider certain precautions, e.g., can the event be scheduled in the morning or evening hours when it is cooler? The on-site event organizer will offer or encourage participants to:

- Drink or have plenty of water available. Avoid alcoholic and high sugar drinks.
- Encourage participants to wear lightweight, light-colored, and loose-fitting clothing,
- Wear a wide-brimmed hat, sunglasses, and sunscreen.

Provide cooling places with misting stations.

Microburst Rainfall:

Microburst rainfalls occur within a plume of air with high amounts of moisture are directed around a cold-core low or tropical cyclone. Flash flooding can frequently occur in of slow-moving thunderstorms in urban environments where less plants and bodies of water are present to absorb and contain the extra water. Should excessive rainfall occur during an event, the on-site event organizer will:

- Listen to the radio or television for information.
- Be aware that flash flooding can occur. If the event site is in a low-lying area with the potential to flood, move immediately to higher ground.

- Be aware of streams, drainage channels, and other areas known to flood suddenly.
- Let participants know not to walk through moving water. Six inches of moving water can make you fall.
- Let participants know not to drive in flooded areas. If floodwaters rise around a car, abandon it. Move to higher ground.

Ice Storm:

Ice storms are caused by liquid precipitation freezing on cold surfaces and leads to the gradual development of a thickening layer of ice. The accumulation of ice during the storm can be extremely destructive. Trees and vegetation can be destroyed and ice can down power lines, causing loss of heat and communication lines. Because ice storms are usually slow developing, the on-site event organizer will monitor the weather before, during, and after the event. Mitigation efforts may include sanding or salting walkways, stairways, and roads, shortening the event, or offering shuttle service to minimize the number of cars and/or pedestrians on hazardous roadways.

Blizzard:

- Find a dry shelter. Cover all exposed parts of the body
- If shelter is not available:
  - Prepare a lean-to, wind break, or snow cave for protection from the wind.
  - Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
  - Do not eat snow. It will lower your body temperature. Melt it first.

Earthquake:

The danger of an earthquake is high however it is unknown when such earthquake will happen. Should the large earthquake that's predicted happen (that is a 7.0 magnitude in the valley), it may result in a 5.6-5.8 magnitude here in Park City and surrounding areas. Precautions should be in place should the earthquake occur and event personnel should be aware of the danger and the procedures for safety and evacuation.

- Initially Drop Cover and Hold On
- Stay calm and await instructions from emergency personnel or a designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by a designated official. Be aware of falling objects as you exit a structure or hazards on the ground or in the area.

Outdoor Special Event Emergency Operations Plan (EOP)

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Event Details

Event Name: Park Silly Sunday Market
Date(s) of Event: June 4, 11, 18, 25, July 9, 16, 23, Septe
Event Location(s): Park City
Street Address of Event: Lower Main Street

On-site Day of Event Organizer/Responsible Party (please print clearly)

Primary Coordinator
Name: Kate McChesney
Mobile Number: 435.714.4036

Co-Coordinator
Name: Michelle McDonald
Mobile Number: 435.659.7666

Co-Coordinator
Name: _____
Mobile Number: _____

Other Event Personnel, i.e. volunteers, security, parking

Name: Daniel Lewis
Mobile Number: 435.659.5186
Assignment: Burly Crew Leader
Assignment Location: _____ Roving? – Yes ☑ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

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Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

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EMERGENCY – Dial 911

Park City Police Dept --------- 435 -615-5500
(Non-Emergency Number)

Summit County Sheriffs ------- 435-615-3600
(Non-Emergency Number)

Park City Building Department - 435-615-5100

Park City Fire Dist -------- 435-940-2500
(Non-Emergency Number)

Summit County Health ---- 435-333-1500
(Non-Emergency Number)

Park City Special Events:
Jenny Diersen ---------- 435-602-3539
Chris Phinney ---------- 435-602-3539

Park City Emergency Management - 435-615-5911
(24hr On-Call Number)

GREEN EVENTS CHECKLIST:

Thank you for helping us to preserve Park City's environment!
We are committed to the preservation and enhancement of the environment for our community and guests.
Please submit this checklist along with your permit application.
Contact your Special Event Coordinator for more information or questions.

Name of Event: Park Silly Sunday Market	**Organization/ Business:** Park Silly Sunday Market
Total Estimated Attendance at Event: 150,000	**Number of Vendors:** 180
Date of Event: June 4, 11, 18, 25, July 9, 16, 23, Septe	
Name of person responsible for overseeing green event practices for your event, including training staff and volunteers in sustainable practices: (recycling, composting, reuse, waste and energy reduction, etc.).	Kate McChesney
Email Address: kate@parksillysundaymarket.com	**Cell Phone:** 435.714.4036
Signature of Event Producer:	**Date:** 3/3/2023

✓	Standard	✓	Extaordinary Measures
✔	Complete Environmental Management Plan and attach as part of the Supplemental Plan for your event.	✔	Use vendors that have an environmental policy, recycle and compost, use local food sources, use energy efficient appliances, or otherwise offset their carbon footprint.
✔	Use electric spider boxes for power needs.	✔	Eliminate the use of fossil fuels for on site power needs.
✔	Use sand or other reusable ballasts for securing tents instead of water.	✔	Commit to and publicize water conservation efforts at event.
✔	Recycling is required in all areas of the event. Recycling containers must be paired with trash cans.	✔	Sponsors/Vendors distribute bags, bottles, or serving material made from recycled material, or that can be reused or recycled.
✔	Event Applicant materials printed on at least 30% post consumer recycled paper. Distributed items must be made from recycled materials that can be reused, recycled or reconsumed.	✔	Event Applicant does not offer printed materials. All promotional materials are available electronically.
✔	Remind guests to bring their reusable bags and water bottles. Use, sell, or procte reusable bags and waterbottles.	✔	Event Applicant does notsell or give away plastic bottled water unless the bottle is compostable. *(To try using watering stations and reusable containers).*
✔	Reusable banners, eco-friendly promotional material or recycle (i.e., banners into shopping bags).	✔	Use reusable linens instead of paper or plastic table covers.
✔	Encourage the use of bicycles, buses, shuttles, carpools or other public transit to and from the event. This must be promoted on event website and marketing.	✔	Offer a Bike Valet (Summer Events - May through October)
✔	Enforce a no idling policy for staff, volunteers, vendors and attendees.	✔	Incorporate alternative transportation plans into your event. Supplement City Transit with additional transit options. (This must be approved before implementing).
✔	Use eco-friendly serving utensils (compostable, plant-based or made from recycled materials) and eliminate the use of regular plastic cups and pre-packaged servings.	✔	Provide vegetarian meal options. Be local - offer food or vendor items that are made, grown and produced within 100 miles of Park City.
✔	Be Styrofoam Free!	✔	Be Glass Free!
✔	Prepare food with reusable cutlery and dishes, or products that can be composted.	✔	Serve food in bulk – (avoid cans, bottles, sugar packets and serve at stations)
✔	Wastewater must be properly disposed of into the sanitary sewer system, i.e., floor sink or mop sink, etc., and it is prohibited to dispose of gray water into the storm sewer or directly onto the ground.		Tell us what else you are doing. We love new ideas and solutions!!

For Municipal Purposes	
Trash Plan Approved by:	**Date:**
Public Works:	**Date:**
Health Department:	**Date:**
Sustainability Department:	**Date:**

Park City Permit for Relief of Noise Restrictions 2021

A Permit for Relief of Noise Restrictions is required of any person or company that engages in an activity in violation of Park City Code 6-3. Per the Park City Code Section 6-3-11, applications for a permit for relief from the noise restrictions may be made to the Chief of Police as it pertains to special events, community, or private functions or events. Any permit granted by the Chief of Police, or his/her designee shall contain all conditions upon which the permit has been granted, including, but not limited to, the effective dates, time of day, location, sound pressure level, or equipment limitation and name and contact information for the on-scene officiator. The applicant is required to provide an on-site officiator at the event to ensure compliance with the noise restrictions and be available for contact if there are complaints. Additionally, the applicant is required to provide a map of the event location showing stages, speakers and other sources of noise.

Applicant's Name: Park Silly Sunday Market

Phone #: 435.714.4036 Address: PO Box 684229, PC 84068

Purpose of Activity and description of noise-making activity and equipment:
Street Festival / bands and buskers

Address of Event (property on which noise generating activity will occur): Lower Main Street

Date(s) of Event: [illegible] Time of Amplified Noise (Include Sound Check): noon - 4:45pm

Type of Noise Generated: Music

Estimated Maximum Number of People in Attendance: 13,000

Level of Noise Permitted: 75 decibels

I, Kate McChesney, acknowledge and understand Park City Code 6-3 and certify that all information stated above is correct. As the applicant, I will have amplified sound no higher than a decibel limit of 75 between the times of 12pm to 4:45pm (all permits expire at 10:00 PM). Should I violate the terms of the agreement, I will immediately remedy the situation or be subject to the penalties listed below.

Signature: Date: 3/3/2023

Responsible person who will be attending the event and will be monitoring noise levels:

Onsite Officiator: Mountain Town Music / Kate Phone: 435.714.4036

Please Note:

The officiator in charge of the event is responsible to monitor and maintain the permissible sound levels spelled out in this permit. Additionally, the officiator is responsible to mitigate complaints received by the Park City Police Department. Failure to mitigate complaints immediately, once brought to the officiator's attention, may result in a criminal citation and/or a revocation of this permit.

Approved by (PCPD): _____

Signature: _____ Date: _____

The applicant may be required to contact surrounding property owners. When completed, documentation of hose contacts (with contact information) shall be provided.

Required Information:

The following residential property owners have no objection to the type of noise that will occur at the location, and at the date and time, given above:

_____
_____
_____
_____
_____

The following residential property owners have objection to the type of noise that will occur at the location, and at the date and time, given above:

_____
_____
_____
_____

Please Note: *As per Park City Code Section 6-3-4, the Police Department shall be responsible for the administration of these rules and regulations and any other powers vested in it by law and shall make inspections of any premises and issue orders as necessary to effect the purposes of these regulations, and do any and all acts permitted by law that are necessary for the successful enforcement of these regulations.*

As per Park City Code Section 6-3-14, the Police Department may upon discovery or report of a violation be able to issue a criminal citation for the violation or may file a report with the City Prosecutor's Office for review and issuance of information and summons to court to answer the charges.

As per Park City Code Section 6-3-15, any person who is found guilty of violating any of the provisions of these rules and regulations, either by failing to do those acts required herein or by doing a prohibited act, is guilty of an infraction. Each day such violation is committed, or permitted to continue, shall constitute a separate violation. The City Attorney may initiate legal action, civil or criminal, requested by the Department abate any condition that exists in violation of these rules and regulations. In addition to other penalties imposed by a court of competent jurisdiction, any person(s) found guilty of violating any of these rules and regulations shall be liable for all expenses incurred by the Department in removing or abating any nuisance or other noise disturbance.

MUST BE POSTED IN A CONSPICUOUS LOCATION

PARK SILLY SUNDAY MARKET
1895 SIDEWINDER DR
PARK CITY, UT 84060-7565

PARK CITY 1884

License Number: B-013196
Customer Number: 082073
Issue Date: 10/1/2022
Expiration Date : 9/30/2023

BUSINESS LICENSE

BUSINESS DESCRIPTION : OPEN AIR MARKET
LEGACY ZONE : 01

KUEHN, KIMBERLY

2023

PARK SILLY SUNDAY MARKET
PO BOX 684229
PARK CITY, UT 84068

CITY MANAGER

FINANCE MANAGER

NON-TRANSFERABLE

PARK CITY 1884

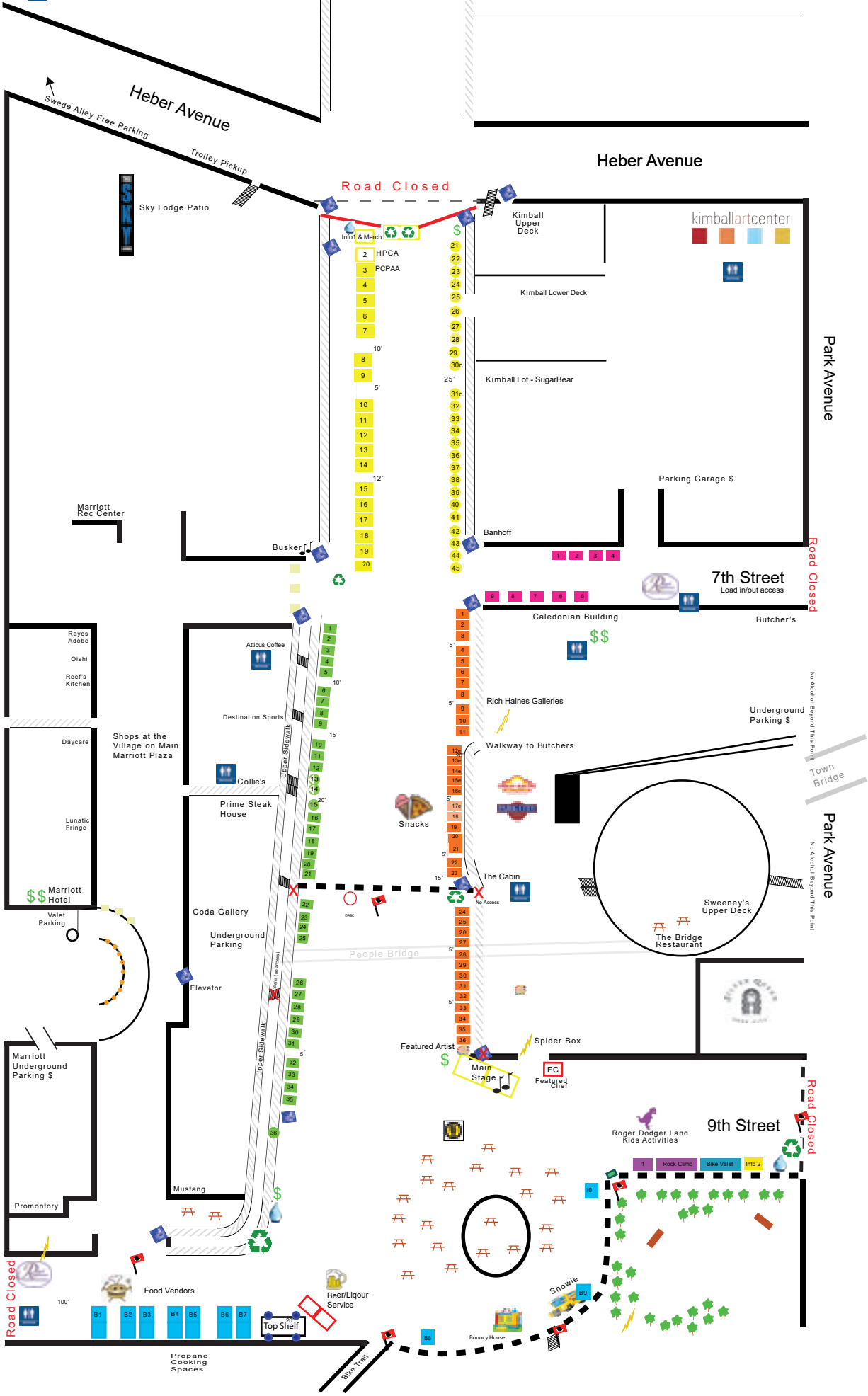
Park City Municipal Corporation
445 MARSAC AVE
P.O.BOX 1480
PARK CITY, UT 84060

RECEIPT

PARK SILLY SUNDAY MARKET
PO BOX 684229
PARK CITY, UT 84068

Date Paid :

License	Description	Amount
B-013196		
	Business License Fee :	
	Admininstrative Fee :	
	Penalty :	
	Total :	


Heber Avenue
Swede Alley Free Parking
Trolley Pickup
Heber Avenue
Road Closed
Sky Lodge Patio
Info & Merch
HPCA
PCPAA
Kimball Upper Deck
kimballartcenter
Kimball Lower Deck
Kimball Lot - SugarBear
Park Avenue
Parking Garage $
Marriott Rec Center
Banhoff
Busker
Road Closed
7th Street
Load in/out access
Caledonian Building
Butcher's
Rayes Adobe
Oishi
Reef's Kitchen
Daycare
Lunatic Fringe
Shops at the Village on Main Marriott Plaza
Atticus Coffee
Destination Sports
Collie's
Prime Steak House
Upper Sidewalk
Rich Haines Galleries
Walkway to Butchers
Underground Parking $
No Alcohol Beyond This Point
Town Bridge
Snacks
Deer Valley Drive
Marriott Hotel
Valet Parking
Coda Gallery
Underground Parking
Elevator
The Cabin
No Access
People Bridge
Sweeney's Upper Deck
The Bridge Restaurant
Park Avenue
No Alcohol Beyond This Point
Marriott Underground Parking $
Featured Artist
Main Stage
Spider Box
FC
Featured Chef
Road Closed
9th Street
Roger Dodger Land Kids Activities
Rock Climb
Bike Valet
Info 2
Mustang
Promontory
Road Closed
Food Vendors
Beer/Liqour Service
Top Shelf
Snowie
Bouncy House
Propane Cooking Spaces
Bike Trail

Park Silly Signage Plan

Drop	Location	Sign
1	High School	Market Parking
2	Welcome to PC Sign	Park Silly Today
3	DV Drive & Main St	VIP Potty
		No Main St Access
4	Transit Station	Farmers Market
5	Heber & Main	(2) Farmers Market
		Information Booth
6	Park Ave & 7th	Road Closed
		Restroom
		Restroom / First Aid
		No Left/Right Turn
		Zero Waste
7	DABC Line	Zero Waste
		(7) Red Barriers
		No Alcohol
8	Park Ave & 9th & Stage	(1) Red Barriers
		(9) Silver Barriers - Bar
		No Left/Right Turn
		(2) Zero Waste
		(4) No Alcohol
		Road Closed
		Wristband
		Restroom

MARKET
PARKING

Park City
Sunday Market
Every Sunday
Historic Main Street
June - September

PLEASE NO
ALCOHOL
ROAD

FREE
BIKE
VALET
SPONSORED BY
COLESPORT

Park Silly
Sunday Market
ZERO WASTE
Please Help Park Silly
Maintain an 89% diversion rate
REDUCE, REUSE, RECYCLE
#wetakesillyseriously

Park City
Sunday Market
City's Historic Main Street Open-Air Market
FARMERS
MARKET
LOCATED ON MAIN STREET
NEXT TO THE POST OFFICE

NO
RIGHT
TURN
Park Silly
Sunday Market

ALLIED WASTE SERVICES
Park City
Sunday Market
Want one
of these?
You must obtain a WRISTBAND!
✓ Please present a VALID ID
to show you are 21 or over
✓ No ID – No Wristband
✓ No Wristband – No Drink
✓ No more than 1 drink can
be purchased

ALLIED WASTE SERVICES
ROAD
CLOSED

Park Silly
Sunday Market
WELCOME!
Questions? Information! First Aid Station

Tanqueray
LONDON DRY GIN
IMPORTED

Exhibit C: PSSM Analysis

2023 Park Silly Sunday Market Supplemental Summary and Analysis

PSSM will be held on 11 Sundays, including June 4 to 25, July 9 to 23; September 3 to 24, 2023. No Market will be held on July 2, 30, or during August.

Parking rates will be $8/hour with a max of $35/day during the event.

Sustainable Efforts as per section D.9.5.d of contract:

- Enforce no idling policy for vendors, staff, and attendees.
- Create a plan to increase the use of reusable or recyclable event materials:
- PSSM reuses banners yearly (new sponsors are stickers); signage is such that it can be moved around and used year after year and across events; PSSM does not generate any print material.
- Reducing the use of plastic bags, single use plastic bottles, and Styrofoam throughout the event (PSSM requires use of reusable or compostable serving utensils/bags/packaging for all event vendors, participants and attendees). This requirement of all vendors and is addressed in the PSSM Vendor Handbook and Vendor University.
- As requested by Park City, PSSM will serve as a partner in creating Green Event initiatives to help other events become more sustainable.
- PSSM participates in and provides guidance as well as staff/equipment resources to other events as available.

Proactive Noise Monitoring

- Noise cannot be above 75 decibels between 12 p.m. and 5 p.m. No amplified noise may occur before noon.
- Staff will monitor the stage sound levels during the Market to ensure compliance with the Park City Municipal Code. PSSM has requested a relief from noise restrictions from the Park City Police Department as allowed under 6-3-11 Relief from Restrictions and required in section 2.5.d of the City Services Agreement.

Working Group

- Working Group will continue for the 2023 Season, as part of the Supplemental Plan approval.
- In accordance with section D.9.7, to the City Services Contract, Park Silly Sunday Market is required to conduct a Working Group three times during the Market season, which will include (a) two (2) HPCA Representatives, (b) two (2) Park Silly Market Representatives, and (c) two (2) members of the Park City Council.
- Staff believes the working group meetings are important and work well, as they allow Market staff, City Staff, Council Representatives and HPCA time to experience the market, increase communications and transparency, and address challenges and solutions.

City Service Fees

City Service Fee	Estimate
Special Event Permit - Level 4 - CIE Rate (new fee schedule rate)	$192
Building Permits	$250
Parking Removal	$15,400
Banner Installation	$687
Public Safety Personnel	$39,600
VMS & barricades/equipment	$4,400

Exhibit C: PSSM Analysis

Total City Service Fee Estimate	**$60,529**
Alternative Option: Mitigation on Park, Swede and Hillside	$22,440
Total City Service Fee Estimate w/ Alternative Option	**$82,969**

Hours
The Park Silly Sunday Market will continue to operate from 10:00 a.m. to 5:00 p.m. Set up is to begin no earlier than 6:00 a.m. and the street will be cleared and available for parking no later than 7:00 p.m. on each market day.

Exception:
a. The Park Silly Sunday Market requests to extend the close of market by one hour on September 24, 2023 for Silly Fest. The Park Silly Sunday Market is requesting to have the stage with a band until 6:00 p.m. and for the beer garden to remain open until this time as well. Clearing and reopening of the street will happen no later than 8:00 p.m. Park Silly Sunday Market is asking for this extension of hours which is consistent with allowances in Section B.2.2, in which Park City shall consider expanded hours and special holiday late closures (Opening Day, Holiday Weekends and Silly Fest). This has been approved in past years.

Transportation Impacts:
Work with Park City to review and create an incentive program for attendees that take alternative modes of transportation. This will include a gaurenteed bike valet located near the event, as well as supplemental parking outside of the Old Town core with free transportation to the event. PSSM and Park City will work to track alternative forms for transportation to and from the event as an absolute number and a percentage of event attendees. PSSM and Park City will determine a traffic baseline and provide plan to lessen vehicle impacts annually.

HPCA Vendor Cancellation & Date Requests
As in 2022, HPCA members who are scheduled and fail to notify PSSM staff prior to 5:00 p.m. on the Thursday before the scheduled Sunday will receive a bill for a $150.00 cancellation/no show fee.

The next scheduled HPCA member will not be permitted to participate or load-in if the cancellation/no-show fee has not been paid. This change was made to encourage those HPCA vendors that sign up to show up and prevent holes or last minute changes to the vendors the day of the market.

The deadlines for HPCA vendor date requests will remain the same as last year. The deadline for all HPCA requests is May 1, 2023. Any unfilled dates for June that are not reserved by the HPCA May 1 deadline, will be opened to be filled by other at-large vendors as pertains to the Vendor Mix requirements, and subsequently on the first of each month through September 1.

PSSM will also continue to work in coordination with Main Street Merchants that extend outside for Car Free Sundays.

Vendor Mix
PSSM regulates its vendor mix to mitigate for potential of adverse impacts to brick and mortar Main Street Businesses. As outlined in the requirements of the City Services Agreement, the 2023 vendor mix is included below.

Exhibit C: PSSM Analysis

No more than twelve (12) on site food vendors; and twelve (12) jewelers at each market. No importers are allowed.

Parking & Residential Mitigation

Permanent 'residential parking only' signs in the Old Town Area will be monitored in an effort to reduce traffic in Old Town residential areas. Additionally the west side of Park Avenue between 9th Street and 11th Street will be resident-only parking.

To increase coordination, Park Silly Sunday Market continues to require their vendors to submit license plate numbers to the Parking Services staff to help identify vendors who are parked outside of the designated vendor parking areas located at the Upper and Lower Sandridge parking lots and top level of China Bridge. Oversized vehicles cannot be parked in the China Bridge. All vendors are responsible for paying parking rates as posted. PSSM will submit updated vendor plate numbers to the Parking Services Department each Sunday no later than 10 a.m.

Event Coordination

A summary of events that occur on the same day as Park Silly Sunday Market 2023 Season is below. According to section 4A-2-5 of the municipal code, staff finds that these events will not duly interfere with each other. Staff will continue to work with organizers of both PSSM and the events as outlined below to ensure traffic and transportation plans run smoothly, as well as, that the organizer of each event is mitigating impacts they cause.

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated
June 24	**Pride Picnic**	**City Park**	**11 a.m. to 3:00 p.m.**	**200**
September 10	**Tour De Suds**	**City Park, Main Street, various trails**	**8 a.m. to noon**	**400**
September 17	**Deer Valley Beer Festival**	**Silver Lake, Deer Valley**	**11 a.m. to 5:00 p.m.**	**1,500**

Staff will report any other events that are not currently known during the mid-season and end of season reviews.

Department Coordination

Park Silly Sunday Market has worked with Staff to set meetings with Public Safety as well as Parks and Building Maintenance, and Transportation to ensure that operations with regards to both aspects remain well coordinated. At this time, Staff does not anticipate any changes to the Public Safety or

Exhibit C: PSSM Analysis

Parks & Maintenance logistics. As staff continues to coordinate and implement City wide transportation standards and increased mitigations, PSSM has agreed to help implement these changes. Staff will report on this at the mid-season review.

Community Engagement Outreach

Staff and PSSM will work in conjunction to notify Old town residents and the general public of the market activities as well as parking and transportation changes. This could involve use of the PCMC event text alert system. Additionally, staff will preform outreach to Main Street merchants and Old Town residents in mid-May regarding all summer events.

Exhibit C: PSSM Analysis

Park Silly Sunday Market – 2023 Season Preview Measures of Success	Legend S – Succeeding in meeting Contracted I - In progress / Meeting Requirements U – Unsatisfactory - Not meeting	
Requirements		
Vendor Mix		
Jewelers (allowed per week maximum) i. 2023- 12	**Notes**: Requirements are currently being met	I
On-site Food Vendors & Snack food Vendors (per week maximum) i. 2023 - 12	**Notes**: Requirements are currently being met	I
PSSM will invite two (2) HPCA representatives in the jurying of jewelry vendors.	**Notes**: Requirement was met by PSSM.	S
PSSM will coordinate three (3) working group meetings with the HPCA and PCMC to identify possible conflicts and/or issues with vendor mix.	**Notes**: Meeting dates have been selected by HPCA, PSSM and the City	I
PSSM will provide to the City a list of vendor classification definitions along with preference criteria for vendor mix.	**Notes**: Requirements have been provided and met.	S
Parking / Traffic / Pedestrian Management		
Create event parking plan i. Identify vendor vehicle with license plate identification. ii. Identify public parking locations both in Old Town/Main Street along with alternative parking areas. iii. Identify locations where parking will be removed to provide space for event and mitigate impacts of event iv. Continue increased communication between departments and PSSM to encourage parking of vendors in suggested vendor locations.	**Notes**: PSSM continues to work with Staff & private parking garages to park vendors in appropriate areas. A resident parking area has been established and is being enforced along the west side of Park Ave. Parking Enforcement continues to communicate with the residents to resolve parking concerns during the Park Silly Sunday Market. This increase in fees for parking in China Bridge and other areas will be monitored. An update will be given to council at the Mid-Season review.	I
Work with Special Events and Transit to get out alternate transportation messaging out with: i. Co- messaging with PC Transit Dept. ii. PSSM will create and implement different methods of informing the public (PSA's, print ads) iii. Create and implement a program encouraging non-motorized forms of transportation to the market. ix. Addition of Shuttle Service on expected heavy attendance day – July 24, July 4 and September 5.	**Notes**: While PSSM does not preform any paid marketing. Social media will focus on transportation alternatives including City transit, bikes or walking to attend.	I
Submit sign Plan to Staff at the time of Supplemental Plan containing the following: i. Locations ii. Size & Type iii. Message iv. Placement and removal times	**Notes**: Requirements are currently being met	I
Work with City to create a pedestrian management plan that addresses the crossings of Heber/Main and Swede Alley	**Notes**: PSSM is responsible for Pedestrian Management at Heber and Main	I
Market Set-Up and Inspections		
a. Weekly notification to staff of footprint or operational changes	**Notes**: Staff is working with PSSM to ensure that requirements are met.	S
b. Location of interior sponsor signs	**Notes**: Requirements are currently being met	I
Street Cleaning and Trash Removal		

Exhibit C: PSSM Analysis

a. Pre-Meet with City's Street Department to create a street cleaning and trash removal plan.	**Notes**: Requirements are currently being met	I
b. Meet with Street Department two (2) additional times throughout summer to address any issues with plan.	**Notes**: Will meet during the 2023 Market Season – dates TBD	I
Coordination with PCMC and HPCA		
a. PSSM will schedule monthly 'Working Group" meetings from June through September	**Notes**: Meetings have been scheduled and placed on calendars.	I
c. PSSM will schedule a weekly market walk through with City representatives	**Notes**: PSSM and the City have scheduled the weekly meetings.	I
d. PSSM will supply the City Representatives with weekly report containing the following i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types iv. Provide a list of other sustainable efforts throughout the event. v. PSSM to participate in and provide a list of City functions related to Green Event management that they participate in, as well as a lists of non-profits who they provide sustainable mitigation efforts for. vi. PSSM to present a year over year a comparison for sustainable effort comparison in coordination with the City during annual end of season review.	**Notes**: Requirements are currently being met	I
e. PSSM will supply the City Representatives with an ongoing list of vendor and staff license plates: i. Prior to the start of the June 4 Market. ii. At any time they add license plates to the market throughout the 2023 season. iii. License plate lists should be provided to the City Representative no later than 10:00 a.m. each Sunday.	**Notes**: Requirements are currently being discussed to work on best coordination between PSSM and the City.	I
Marketing and PR		
a. HPCA logo on all advertisements & promotions	**Notes**: Requirements currently being met.	I
b. Engage in cross promotions with Chamber, HPCA, Park City Restaurant association	**Notes**: Requirements currently being met.	I
c. Media – The HPCA logo and sponsorship credits will be provided in all media placement that the PSSM currently employs, including but not limited to: I. Print ads II. Ads, links or info listings on Utah tourism, business and special internet websites; III. Periodic television coverage; IV. Radio PSAs and promotions; V. Website spots, summer guides, fairs, non-profit organization calendar listings; VI. Email blasts; and VII. Social media, ' if applicable"	**Notes**: Requirements currently being met. PSSM has significantly cut back on all marketing efforts, focusing only on social media locally.	I
Other Items:		
Quantify Marketing & PR Value	**Notes:** In progress. It is likely due to the cutback on marketing efforts that this value will be significantly less than previous years.	I
PSSM shall present an annual preceding market season. This report will contain the following: i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types	**Notes**: This was reported to Council in the 2021 End of Season Report. PSSM is aware of the requirement and will gather the required information for the 2023 report.	I

Exhibit C: PSSM Analysis

iv. List of non-profit groups attending the market v. Advertising information etc. vi. Transportation and parking counts – to be coordinated with PCMC Transportation Services Department		

PSSM Vendor Types Definition & Vendor Mix

All categories are juried by the PSSM staff by way of required online application details including, but not limited to: product descriptions, photo samples of products, photo of booth display, history/business description including their 'story', list of sources and co-packing use.

PRIORITY 1: Artisan- A vendor that sells unique, art and handmade crafts (excluding food and jewelry). Starting materials must be significantly altered and enhanced by the artist. Preferential consideration given to local artists based in the state of Utah.

PRIORITY 2: Farmer - A vendor that sells fresh produce from his or her farm and/or a vendor that sells food products made of produce from his or her farm.

PRIORITY 3: Jeweler - A vendor that sells unique, handmade jewelry of their own making and design. limited space available in this category (12 per market date).

PRIORITY 4: Gourmet Food - A vendor that sells foods or baked goods, made in Utah, which are intended/packaged for off-site consumption. Preferential consideration given to members of Utah's Own.

PRIORITY 5: Designer - A vendor that plans the precise form, look or working of an item, excluding jewelry, in writing before such item(s) is manufactured pursuant to that vendor's specific request. To qualify as a designer, the vendor shall be required to submit specific design plans of all item(s) to be sold at the market. Preferential consideration given to local designers based in the state of Utah.

PRIORITY 6: Young Vendor - A vendor, 17 years of age or younger, that sells their own unique, handmade goods.

PRIORITY 7: Food - A vendor that prepares and sells food for consumption at the Market. First right of refusal is offered through the HPCA membership. Limited space available in this category (12 per market date, 10 of which are propane approved space)

PRIORITY 8: Service Vendor -A vendor that provides on-site services to market attendees (ex. - henna, face-painting).

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve a Level One Event for a Park City Pride Picnic to be Held on Sunday, June 25, 2023
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
Pride Picnic Staff Report
Exhibit A: Draft Special Event Permit Pride Picnic 2023
Exhibit B: Pride Picnic Special Event Application

City Council Staff Report

Subject: **Pride Picnic Special Event Approval**
Author: **Jenny Diersen**
Department: **Special Event Manager**
Date: **May 11, 2023**
Type of Item: **Legislative**

Recommendation

Review a request for a Level One Event for a Park City Pride Picnic, conduct a public hearing, and consider approving the request that overlaps with a Peak Time in a form approved by the City Attorney (**Exhibit A**).

Executive Summary

On September 15, 2022 (report p. 328 / minutes p. 19), City Council adopted code changes regarding Special Events. This included Park City Municipal code 4A-2-3(E)(4) and section 4A-2-3(E)(13)(d), or applications for any New Event will not be considered over a Peak Time unless they are a Community Identifying Event, and reviewed and approved by City Council.

The Park City Price Picnic request meets the thresholds under the newly adopted Special Events criteria and code mentioned above.

Analysis

The Park City Community Foundation submitted a Special Event application on behalf of the LGBTQ+ Taskforce to host a Pride Picnic on Sunday, June 25, 2023, from 11:00 a.m. to 3:00 p.m. at the South End of City Park (**Exhibit B**). The Picnic is open to the public and will include food trucks, music, signage, and various speakers.

Approving the Pride Picnic over a Peak Weekend, based on findings that the event's impacts will not substantially interrupt, impact or prevent public safety and transportation, are appropriate and supported by the Special Events Team. If the Picnic grows in size and scope, we may reconsider our support due to the conflict with a Peak Weekend if impacts cannot be mitigated.

Per section 4A-1-1.8 of the PC Code, the Pride Picnic is a New Event. In previous years, the scope of the event was within normal use of the Park City Library. The Applicant seeks to enhance the event scope to a level that requires a Special Event Permit.

We find the following, pursuant to section 4A-1-1.11(A):

- The Pride Picnic is a Special Event as this is *a unique, cultural event held for community purposes occurring for a fixed duration that impacts the City by using City Property at the South End of City Park that does not normally occur within the permitted venue*. The Picnic is a Level One Event as *the attendance is estimated at 100 people, and it occurs one day and is not a series. The Picnic has a minor impact on the surrounding area and can be held within the venue*

location. The Picnic has minor transportation needs, including minimal removal of parking, and does not require public safety beyond routine patrol or operations.

- The Picnic is a Community Identifying Event and *meets the Code by honoring Park City's unique community goals and enhances the collective goodwill, featuring authentic local culture and ties to the people of Park City. The Picnic aligns with the City Council's Priorities and lenses, recently adopted by the Council. Attendance is targeted at local participation from Park City and Summit County residents, businesses, and employees. A marketing model to bring attendance from outside Summit County is secondary to local participation. The Picnic is free and provides affordable options for local Park City and Summit County attendance and free and affordable options for underserved populations.*

- Per section 4A-2-8, there is more than one Special Event planned on the same date over a Peak Weekend defined in section 4A-2-3(E)(4) (Savor the Summit Weekend, Friday through Sunday). The Special Events Manager determined *the events will not adversely impact one another and that the concurrent scheduling does not adversely impact public health, safety, and welfare, due to geographic separation, duration, anticipated attendance, and necessity for City personnel, and anticipated traffic and parking impacts.*

Name of Event	Date of Event	Location	Anticipated Attendance	Time of Event
Miners Park Concert	Friday, June 23, 2023	Miners Park, Main Street	100 – passers-by	3:00 to 6:00 p.m.
Miners Park Concert	Saturday, June 24, 2023	Miners Park, Main Street	100 – passers-by	5:00 to 8:00 p.m.
Savor the Summit	Saturday, June 24, 2023	Main Street	6,000	1:00 to midnight
Park Silly Sunday Market	Sunday, June 25, 2023	Lower Main Street	15,000	6:00 a.m. to 7:00 p.m.
Pride Picnic	Sunday, June 25	South End City Park	100	11:00 a.m. to 3:00 p.m.

Funding

Total City Service costs for the Picnic are estimated at $240. According to the PC Code 4A-2-11, the applicant requested a full waiver of fees. We reviewed the request per the criteria and recommended a full fee waiver by the City Manager.

City Service Fee Estimate for Pride Picnic	
Special Event Application Fee	$40
Park Rental Fee	$150
Building Permit Fee	$50
Total Estimated City Service Fees	**$240**

Exhibits

Exhibit A	Draft Special Event Permit for Pride Picnic
Exhibit B	Pride Picnic Special Event Application

Exhibit A: Draft Special Event Permit

SPECIAL EVENT PERMIT

Type of License:	Level One
Event Name:	Pride Picnic
Event Date(s):	June 25, 2023
Event Location:	South End City Park
Permittee:	Park City Community Foundation
Contact Person:	Andy Hecht
Approved By:	City Council of Park City
Approval Date:	May 11, 2023

The Pride Picnic is to be held at South End City Park on Sunday, June 25, from 11:00 a.m. to 3:00 p.m. Set up may begin as early as 9:00 a.m. and event breakdown shall be complete no later than 5 p.m.

A Site Map, Operations Plans, Transportation and Parking Plans, Insurance and Hold Harmless Waiver shall be attached to this permit as an exhibit and finalized no later than June 23, 2023. This Level One Special Event Permit has been issued under the authority described within the Park City Municipal Code Section 4A based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

<u>Findings of Fact:</u>

1. The Pride Picnic is a Special Event as the activity is a unique cultural event, held for community purposes occurring for a fixed duration that impacts the City by having use of:
    a. Use of public property and facilities;
    b. Use of City parking facilities;
    c. Requires licensing and services beyond the normal scope of business; and
    d. Temporary events that do not normally occur within the permitted venue use.
2. The Pride Picnic has been determined as a Level One event due to:
    a. Attendance throughout the event time period is estimated at 100 people and the event occurs on one day;
    b. The event has minor impact on the surrounding area and can be held within the venue;
    c. The event has minor transportation needs including removal of parking; and
    d. The event does not require public safety beyond routine patrol or operations.
3. The Pride Picnic is a Community Identifying Event as it meets all criteria of the code including:
    a. Honors Park City's unique community goals and enhances the goodwill that features authentic local culture, including making ties to the people, places and history of Park City. It is not an outside event that simply partners with local organizations and businesses to check a box.
    b. The event fundamentally aligns with the City Councils top priority of social equity.
    c. Attendance is targeted primarily at local participation from Park City and Summit County residents, businesses and employees. Marketing is secondary and the event is not in a growth model to bring attendance from outside of Summit County.
    d. The event is free and affordable for local Park City and Summit County attendance.
    e. The event offers free and affordable options for underserved populations.
4. The Pride Picnic is a new event, as the event is being proposed for the first time within City Limits.
6. The permittee has worked to promote alternative transportation to the event, understanding that South End City Park has limited parking. Alterative modes of transportation will include bus, bike, walking and carpooling. Existing transit schedules will be used.
8. The permittee has established a weather and emergency plan and will train organizers to the procedures of the plans. The applicant has established these plans to maximize the safety of event attendees, volunteers, staff and the general public. There are no weather dates for the event, but the applicant is aware that weather could interfere with the possibility of the event's proposed activities. In the case that the event was to be cancelled due to dangerous weather conditions, they would notify the general public as well as participants in the event. The applicant understands that Park City Special Events, Police,

Fire, Building Official/Fire Marshal and Emergency Management have the right to cancel or postpone the event at any time due weather or emergency conditions.

9. The events associated with the Pride Picnic will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
10. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
11. Pride Picnic will not substantially interfere with any other Special Events during the timeframe or with the provision of City Services in support of other events or governmental functions. There are other Special Event Permits that have been granted for Sunday, June 25, 2023 and over the Peak Time. The table below will show in column (A) - Geographic separation of events; column (B) - Proposed time and duration of the events; column (C) - Anticipated attendance. Pride Picnic will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

Name of Event	Location	Time	Attendance
Miners Park Concert	Miners Park, Main Street	3:00 to 6:00 p.m.	100 - passersby
Miners Park Concert	Miners Park, Main Street	5:00 to 8:00 p.m.	100 – passersby
Savor the Summit	Main Street	1:00 p.m. to midnight	6,000
Park Silly Sunday Market	Lower Main Street	6 a.m. to 7:00 p.m.	15,000
Pride Picnic	South End City Park	9 a.m. to 5 p.m.	100

12. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
13. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of PCMC 4A-2-4(I) and has not failed to conduct a previously authorized event in accordance with the law or terms of a license.
15. Staff finds Pride Picnic creates a complete community through its core value and partnerships in Park City with both businesses and the community as a whole and provides diversity, uniqueness. The event furthers Park City's role as a world-class, multi-seasonal community while maintaining balance with our sense of community.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4A.

Conditions of Approval:

1. The Permittee, at its' cost, shall incorporate such measures as directed by City Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.
2. As according to section 6-3-11 of the Municipal Code, a permit for relief from the noise restrictions on the basis of undue hardship has been made to the Chief of Police. The permittee has been granted a permit for relief from the noise restrictions by the Chief of Police not to exceed 75 decibels between the hours of 11 p.m. and 3 p.m. No amplified sound shall occur before 11:00 a.m. The permittee shall work to orient noise activities to minimize sound impacts to the neighboring residents, businesses, and public facilities. If a complaint is received by Park City Police Department, they will investigate the complaint. If asked by the Park City Special Events or Police Department, the permittee shall turn the noise down to mitigate concerns of noise from surrounding residents, businesses or public facilities.
6. The Permittee is required to provide waiver and release of damages and indemnification insurance coverage in an amount as required by the Special Events Manager and the City Attorney's Office, with respect to liability arising out of or in connection with Pride Picnic activities under the Service Agreement It is suggested that the insurer have AM Best Financial Strength rating of at least A: VII.
   - General Liability of $2,000,000 per occurrence / $4,000,000 aggregate

- Auto Liability of $2,000,000 each accident, combined single limit for bodily injury and property (hired/non owned/owned) as applicable.
- Proof of Workers Compensation with regard to statutory limits of $1,000,000 per accident, $1,000,000 disease each employee, and $1,000,000 disease policy limit. (Please note that the City does not have to be additionally insured on this specific policy).

Such policies shall further name PCMC as additionally insured. The permittee shall further indemnify the City from liability occurring at the vent except for any claim arising out of the sole negligence or intentional torts of the City or its employees as described in section 4A-2-6 and 4A-2-4.F. The insurance must name Park City Municipal Corporation as additional insured for any claims related to this permit, the Permittee's insurance coverage shall be primary insurance coverage with respect to PCMC, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by PCMC its officers, officials employees or volunteers shall be excess of the Permittee's insurance and shall not contribute with it. The Workers Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Permittee, its employees, officers, officials, volunteers and subcontractors.

7. All plans for tents, stages and other temporary structures as well as flammable materials shall be submitted to the Building Department for review and permitting no later Friday, June 23, 2023.
8. The permittee is required to provide supplemental documents including a Transportation plan, Contingency plans, Site Identification and detailed map showing specifics of event operations as described in section 4A-2-7. Such documents shall be reviewed and approved with conditions administratively by the Special Events Manager in coordination with from the Chief of Police, Transportation Manager, Chief Building Official.
9. The permittee is responsible for providing volunteers during event with a volunteer plan during both events.
12. The permittee is required to submit an Emergency Operations plan to be approved by the Chief of Police and the City's Emergency Manager. The Park City Special Events, Police, Fire, Building Official/Fire Marshal and Emergency Management have the right to cancel event upon any condition, violation or weather that jeopardizes the life, safety or property of the residents or visitors of Park City.
13. The permittee will provide a vendor list and sign plan for the event. All handouts, flyers, banners, and other signage shall comply with Park City Municipal Code 12-12.
16. Estimated City Services are $240. Pride Picnic has applied for a fee reduction and it has been reviewed and approved by the City Manager.
17. Pride Picnic will provide list of vendors which will be at the event no later than Friday, June 23, 2023.
23. The Permittee is responsible for securing any City, County and State permit approvals required for this event by June 23, 2023 and submitted to Park City Municipal Corporation.
24. The approval identification provided with the approval of this permit must be in possession of the Permittee at all times and must be made available for inspection when requested by governmental authorities. The permittee is responsible for providing a schedule of events and access to any site for purposes of Code Enforcement or public safety as outlined by Park City municipal code 4A-2-4.

PASSED AND APPROVED this Thursday, the 11th day of May, 2023.

PARK CITY MUNICIPAL CORPORATION

_____

City Manager, Matt Dias

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

Margaret Plane, City Attorney

DRAFT

Special Event Pre-Application Form

All Special Event Pre-Application Forms should be sent to Stephanie Valdez in the Special Events Department at stephanie.valdez@parkcity.org. For questions, please call 435.640.5063.

The Special Events Department no longer accepts rolling applications. The Special Events Manager will try to assign events one week after receiving a Special Event Pre-Application. Other major events or holidays may delay our response. If this is a New event (any event that has not occurred within the last year in Park City's jurisdiction), please reach out to Jenny Diersen (435.640.5063) to schedule a meeting prior to submitting this form. All applicants must submit the following Special Event Pre-Application Form and receive administrative permission from the Park City Special Events Department and provide proof of liability insurance in an amount determined by the City prior to submitting a Special Event Application. Any new or significantly changed event should also review the Peak and Local Time Period Calendar which may restrict new events during specific times. Special Event Applications are accepted up to 18 months in advance and are due as follows:

1. **First Friday in October for events between March and August**
   Reviewed and approved, approved with conditions, or denied by the last City Council meeting in February.
2. **First Friday in April for events between September and February**
   Reviewed and approved, approved with conditions, or denied by the first City Council meeting in September.

Events that are determined a Level 1 or Level 2 are exempt from these deadlines but must submit a completed application no less than 30 days prior to the scheduled start of the event, unless otherwise approved by the Special Event Manager.

Special Event Date(s) or Application are not approved until the Special Event Application is reviewed and approved in a Special Event Permit according to section 4A of the Municipal Code.

Contact Information	
Primary Contact First & Last Name	Andy Hecht
Business/Organization Name	Park City Community Foundation
Email Address	andy@parkcitycf.org
Phone Number	435-731-4250
Website	https://parkcitycf.org/

Event Description
Brief description of event (include food & beverage plan, if applicable)
This will be the 4th year for a pride picnic in Park City. We plan to provide live music and lawn games and have a few people speak about how important visibility is for the LGBTQ+ community and what our taskforce is doing to make the area an inclusive environment. We would like to have 1 or 2 food trucks to provide food and beverage, but also allow guests to bring their own food items. There will also be a couple tents (Intermountain, Encircle, etc.).

Event Information	
Event Name	Park City Pride Picnic
Requested Date(s)	5/2/23
Proposed Time	11 a.m.-3 p.m.
Estimated Attendance	100
Event Location Please list all that apply: Event Location, Fields, Parks, Public Facilities, Trails, Private Facilities & Letter of Permission, Streets, Other	Park City City Park Pavillion
☐ New Event (has not occurred within the last year in Park City's jurisdiction)	☑ Annual Event
If annual, what changes do you anticipate and why? (dates, attendance, etc.)	

Park City Municipal Corporation

Special Event Permit Application

Special Events Department City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
stephanie.valdez@parkcity.org

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.
PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4A.

Applications for Level 3, 4, or 5 Special Event Permits are due:
First Friday in December for events occurring between March-June,
First Friday in April for events occurring between July-October, and
First Friday in August for events occurring between November-February.

Events that are determined a 1 or 2 are exempt from these deadlines, but must submit a complete application no later than 30 days prior to an event. **Please Note**: The City reserves the right to restrict the number of event permits annually. Applications for new level 3, 4, or 5 event will not be considered during Peak Time Periods as mentioned in Section 4A-2-3(D). Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. Business/Organization listed as applicant must match the Hold Harmless and Proof of Insurance to be considered for approval. For more information, please visit www.parkcity.org or contact us at stephanie.valdez@parkcity.org.

IF YOU HAVE QUESTIONS OR WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Jenny Diersen	**jenny.diersen@parkcity.org**	**435-615-5188**	**Chris Phinney**	**chris.phinney@parkcity.org**	**435-615-5194**

APPLICATION FEES & EXPENSES

First Amendment Event Permit	$40.00
Level 1 Special Event Permit	$40.00
Level 2 Special Event Permit	$80.00
Level 3 Special Event Permit	$160.00
Level 4 Special Event Permit	$320.00
Level 5 Special Event Permit	$640.00

- Application levels are determined by the Special Events Department after reviewing complete applications.
- Additional fees for other city services will be estimated and provided to the applicant upon request and receipt of a complete application.
- Applicants may incur additional expenses from other city, county, or state jurisdictions.
- Fee reductions for city services are considered bi-annually. Fee reduction applications are due on:

October 1 - for events January 01 to June 30, April 1 - for events July 01 to December 31

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING:

- [x] To insure prompt and accurate processing of your application, ensure that all supplemental materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application plus transportation, parking, and traffic control plan, weather/emergency plan, waste and recycling plan, staff and volunteer plan, community impact outreach and notification plan, vendor or concession plan, sponsor and marketing plan, noise exemption request, site map, and permission for use of properties, as mentioned in Park City Municipal Code 4A-2-3(G), in addition to contingency plan, operations plan, planned rest areas, water, and toilet facilities, and will ensure that participants obey the conditions of the Special Event Permit and all other generally applicable traffic laws, lights, and signs as stated in Section 4A-2-11(B).
- [x] Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office according to Section 4A-2-10 of the Park City Municipal Code. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.
- [x] After the application is evaluated, the applicant will be responsible for providing proof that he or she has obtained other permits as necessary from city, county, or state agencies.
- [x] I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal Code 4A-2-9 through the bi-annual fee reduction application and process.
- [ ] I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under the Standards for Permit Approval in Park City Municipal Code 4A-2-4.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: Park City Pride Picnic						DATE(S) OF EVENT: 6/25/23			
FIRST TIME EVENT:	Yes	✔	No	ANNUAL EVENT:	✔	Yes	No	IF ANNUAL, HOW MANY YEARS: 4	
ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR:							✔	Yes	No
ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR:								Yes	✔ No
NAME OF APPLICANT (FIRST & LAST): Andy Hecht									
TITLE / POSITION: Climate Fund Manager									
BUSINESS /ORGANIZATION NAME: Park City Communit Foundation									
IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT?:							✔	Yes, a copy of IRS paperwork is attached	No
MAILING ADDRESS FOR BUSINESS / ORGANIZATION: P.O. Box 681499									
CITY, STATE, ZIP: Park City, UT, 84068									

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P.O. Box 1480
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stephanie.valdez@parkcity.org

PHYSICAL ADDRESS OF BUSINESS / ORGANIZATION: 1918 Prospector Avenue	
CITY, STATE, ZIP: Park City, UT, 84060	
PHONE (PRIMARY):435-731-4250	PHONE (SECONDARY):
EMAIL: andy@parkcitycf.org	
BUSINESS / ORGANIZATION WEBSITE: https://parkcitycf.org/	
SOCIAL MEDIA LINKS: Instagram: @parkcitycf facebook.com/parkcitycf	

DAY OF EVENT PRIMARY CONTACT

ON-SITE DAY OF PRIMARY CONTACT NAME (FIRST & LAST): Mitchell Walski	
ON-SITE DAY OF PRIMARY CONTACT CELL PHONE: 435-400-0200	
ON-SITE DAY OF PRIMARY CONTACT EMAIL: mitchellwalski@gmail.com	

PUBLIC EVENT INFORMATION

WEB SITE FOR PUBLIC EVENT INFORMATION: n/a	
PHONE NUMBER FOR PUBLIC EVENT INFORMATION: n/a	
EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: prideparkcity@gmail.com	
☐	**Event description is attached as a separate document with supplemental materials and contingency plan.**

EVENT LEVEL DETERMINATION

THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)

☑ FESTIVAL / FAIR	☐ PARADE	☐ SKI / SNOW BOARD	☐ RUN	☐ BIKE	☐ WALK	☐ TRAIL USE	☐ CONCERT	☐ CULINARY	☐ FILMING

☐ ARTS & CULTURE EVENT	☐ HOLIDAY CELEBRATION	☐ RECREATION / SPORTING EVENT	OTHER:

THE EVENT WILL INVOLVE THE USE OF: (Check all that apply)

☐ MAIN STREET	☐ RESORT PROPERTY	☐ SCHOOLDISTRICT PROPERTY	☐ PRIVATE PROPERTY	☑ CITY PARKS	☐ CITY FIELDS	☐ CITY FACILITY RENTAL	☐ RESIDENTAL AREAS	☑ PARK CITY LIMITS	☐ MULTI-JURISDICTION	☑ AMPLIFIED SOUND

THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)

☑ YOUTH / FAMILIES	☑ ADULTS	☑ LOCAL	☐ STATE - WIDE	☑ REGIONAL	☐ NATIONAL	☐ INTER NATIONAL	☐ SPECTATORS	☐ PARTICIPANTS	OTHER:

THIS EVENT WILL: (Check all that apply)

☐ LIMIT # OF PARTICIPANTS	☑ BE FREE FOR SPECTATORS	☑ BE FREE FOR PARTICIPANTS	☑ INCLUDE VENDORS OR SPONSOR	☑ OPEN TO THE PUBLIC
☐ LIMIT # OF SPECTATORS	☐ CHARGE ADMISSION FOR SPECTATORS	☐ CHARGE PARTICIPANTS	☐ NOT INCLUDE VENDORS OR SPONSOR	☐ PRIVATE EVENT

THIS EVENT WILL BE HELD: (Check all that apply)

EVENT DATE(S): 6/25/23

☐ MONDAY	☐ TUESDAY	☐ WEDNESDAY	☐ THURSDAY	☐ FRIDAY	☐ SATURDAY	☑ SUNDAY

☐ WEEKLY	☐ MONTHLY	☐ SERIES	☑ ONE DAY

NUMBER OF EVENT(S): 1	NUMBER OF CONSECUTIVE DAYS: 1

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ONE DAY EVENT HOUR(S)	
EVENT START TIME: 11 a.m.	EVENT END TIME: 3 p.m.
EVENT SET-UP DATE: 6/25/23	EVENT BREAK-DOWN DATE: 6/25/23
EVENT SET-UP TIME(S): 10 a.m.	EVENT BREAK-DOWN TIME(S): 4 p.m.

MULTIPLE DAY EVENT HOUR(S)			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	

INCLEMENT WEATHER INFORMATION			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		EVENT BREAK-DOWN DATE:	
EVENT SET-UP TIME(S):		EVENT BREAK-DOWN TIME(S):	

✔	No inclement weather date is required and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions.

EVENT ATTENDANCE	
IF ANNUAL EVENT:	
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: 100	TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: 100
ESTIMATED # OF PARTICIPANTS: 100	ESTIMATED # OF VENDORS: 2
ESTIMATED # OF SPECTATORS: 0	ESTIMATED # OF VOLUNTEERS: 10
ESTIMATED # OF STAFF: 0	ESTIMATED DAILY ATTENDANCE: 100
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 100	ESTIMATED HIGHEST TOTAL ATTENDANCE OF ENTIRE EVENT: 100

	I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/

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SIDEWALK & STREET USE

THE EVENT WILL HAVE: (Please check all that apply)

STREETS

	STREET CLOSURE MAP IS ATTACHED				CLOSURE SIGN/MARKING INFORMATION IS ATTACHED		
	ROLLING CLOSURE		PARTIAL CLOSURE		FULL CLOSURE		NO CLOSURE

NAMES OF STREETS TO BE CLOSED:	TIMES (START / END OF CLOSURE):	
	START:	END:
	START:	END:
	START:	END:
	START:	END:

REASON FOR CLOSURE:

SIDEWALKS

	SIDEWALK CLOSURE MAP IS ATTACHED				CLOSURE SIGN / MARKING INFORMATION IS ATTACHED		
	PARTIAL CLOSURE		FULL CLOSURE	✔	NO CLOSURE		CROWD CONTROL PLAN

ADDRESS:

ADDRESS OF CLOSURE: (FROM / TO)		TIMES: (START / END OF CLOSURE)	
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:

REASON FOR CLOSURE:

TRAILS

	TRAIL COURSE MAP IS ATTACHED		COURSE / SIGN MARKING INFORMATION IS ATTACHED

NAMES OF TRAILS TO BE USED:

PARADE

ASSEMBLY AREA:	DISBANDING AREA:	# OF PARADE ATTENDEES:

PARADE IS:

WALKING ONLY	VEHICLES & WALKING	VEHICLES ONLY	WILL HAVE ANIMALS

OTHER PARADE INFO:

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CITY PARKING FACILITIES REQUEST

GENERAL PARKING

HOW MANY PARKING SPACES DOES THE EVENT NEED?

☐ MAIN STREET	☐ CHINA BRIDGE	☐ FLAGPOLE LOT	☐ BREW PUB LOT
☐ SANDRIDGE PARKING LOTS	☐ PARK AVENUE	☑ CITY PARK	☐ MAWHINNEY LOT
☐ QUINNS LOT	☐ RICHARDSON FLATS	OTHER:	

WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:		YES	✔	NO
WILL THE EVENT HAVE ADA PARKING AVAILABLE?:	✔	YES		NO
WILL THE EVENT WILL REQUIRE PARKING REMOVAL?:		YES	✔	NO

☐ The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department

NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:

TRANSPORTATION

WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?

☐ BUS	☐ BIKE	☐ WALK

NAME OF TRANSPORTATION PROVIDER / COMPANY:

PHONE:	EMAIL:

☐ THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE AND HAS INCLUDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.

☐ THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT AND HAS INCLUDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.

ADDITIONAL TRANSPORTATION INFORMATION:

PUBLIC FACILITY USE

CHECK ALL THAT APPLY:

☐	MINERS HOSPITAL AT CITY PARK	☐	PARK CITY LIBRARY MEETING ROOMS	☐	JIM SANTY AUDITORIUM
☐	SOUTH CITY PARK	☑	CITY PARK COVERED BBQ AREA	☑	CITY PARK GAZEBO / STAND
☐	CITY PARK SOFTBALLFIELD	☐	CITY PARK RUGBY FIELD	☐	SKATE PARK AT CITY PARK
☐	QUINN'S SPORTS COMPL FIELDS	☐	ROTARY PARK	☐	SCHOOL DISTRICT FIELDS
☐	DIRT JUMP PARK	☐	PARK CITY ICE ARENA	☐	OTHER:

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☑ I understand all temporary structures and flammable materials must be approved by the Park City Building Department. Such approvals will require a fire/building permit to be submitted 10 days prior to the event, as well as an on-site inspection the day of the event.

☐ TEMPORARY BLEACHERS	☐ INFLATABLES	☑ CANOPIES	☐ TEMPORARY BADGES	☐ TEMPORARY LIGHTING

☑	TENTS 10X10 OR UNDER	HOW MANY?:3	
☐	TRAILER	HOW MANY?:	
☐	STRUCTURES OVER 6 FEET TALL	PURPOSE:	HOW MANY:

DOES EVENT HAVE ELECTRICAL NEEDS?:	☑ YES	☐ NO	DOES EVENT REQUIRE USE OF GENERATORS?:	☐ YES	☑ NO
WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?:				☐ YES	☑ NO
WILLTHE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS, OR GASSES?:				☐ YES	☑ NO

NAME SUCH MATERIALS:

WASTE MANAGEMENT AND RECYCLING

☐	THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.
☐	THE EVENT WILL PROVIDE ITS OWN DUMPSTERS, WHICH IS INDICATED ON THE SITE MAP.
☑	THE EVENT WILL USE THE CITY'S GARBAGE CANS AND WASTE MANAGEMENT, REQUIRING ADDITIONAL FEES.
☐	THE EVENT WILL USE THE CITY'S DUMPSTERS, REQUIRING ADDITIONAL FEES.
☐	THE EVENT WILL HIRE A COMPANY AND PROVIDE RECYCLING SERVICES FOR THE FOLLOWING MATERIALS:

☐ PLASTIC	☐ PAPER	☐ ALUMINUM	☐ GLASS	☐ CARDBOARD	☐ COMPOST	☐ OTHER

☑	THE EVENT WILL UTILIZE CITY RESTROOM FACILITIES.
☐	THE EVENT WILL BRING ITS OWN RESTROOMS AND SANITARY STATIONS. (May be required by Summit County Health Department or Park City Building Department)

WILL ANIMALS BE AT THE EVENT?:	☑	YES	☐	NO	IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS.

TYPES OF ANIMALS: Dogs, owners to pick up after their own animals.

☐ I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN

WILL DOGS BE ALLOWED AT THE EVENT?:	☑	YES	☐	NO	☑	LEASHED	☐	UNLEASHED

☐ The Waste Management Plan and Environmental Management Plan have been attached to this application as described above.

FOOD & MERCHANDISE SALES

☑ I understand that all vendors must obtain a Park City Business license. All vendors serving food and drink may also be required to obtain a food service or food handler permit from Summit County.

WILL THERE BE SALE OF MERCHANDISE?:	☐	YES	☑	NO
WILL THERE BE COMPLIMENTARY FOOD?:	☑	YES	☐	NO
WILL THERE BE SALE OF FOOD?:	☑	YES	☐	NO
WILL THERE BE ALCOHOL FOR SALE?:	☐	YES	☑	NO

☐ BEER	☐ WINE	☐ LIQUOR

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	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.
	I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL MAY REQUIRE OTHER PERMITS.

WILL FOOD ITEMS BE PRE-PACKAGED?:	✔ YES	✔ NO	
WILL FOOD ITEMS BE COOKED ON SITE?:	✔ YES	NO	
✔ I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.			
WILL FOOD ITEMS BE PREPARED OFFSITE?:	✔ YES	NO	

DESCRIBE ITEMS: Intermountain will bring prepackaged snacks/desserts prepared offsite.

TEMPORARY SIGNS

WILL THERE BE TEMPORARY SIGNS AT THE EVENT?:	YES	✔ NO
I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.		

SAFETY - SECURITY

THE EMERGENCY AND SECURITY PLAN HAS BEEN INCLUDED IN THE OPERATIONS PLAN, AS WELL AS CROWD CONTROL, ACCESS, AND FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE, AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS UPON REQUEST.		
THE EVENT WILL HAVE AMPLIFIED SOUND:	✔ YES	NO
THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL:	YES	✔ NO

COMMUNICATION NEEDS

WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?:	YES	✔ NO
INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.		

MARKETING OF EVENT

PROPER MARKETING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE: www.visitparkcity.com

	I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.
✔	I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.

WHO IS THE TARGET MARKET FOR THIS EVENT?: LGBTQ+ community members and allies.

WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)

✔ LOCAL	REGIONAL	NATIONAL	INTERNATIONAL

WILLTHIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)	YES	✔ NO

LOCAL	REGIONAL	NATIONAL	INTERNATIONAL

PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER, AND MAGAZINES:

MEDIA (RADIO/TV): KPCW

NEWSPAPER: Park Record

MAGAZINES:

OTHER:

PLEASE SELECT RANGE OF MARKETING BUDGET:

$100 OR UNDER	✔ $100 - $500	$500 - $1,000	$1,000 - $2,500	ABOVE $2,500

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APPLICANT AGREEMENT & SIGNATURE			
I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein, including supporting documentation is complete and accurate.			
Name (Printed):	Andy Hecht		
Signature:		**Date:**	5/2/23

SAVE AS | SUBMIT | PRINT

PARK CITY MUNICIPAL CORPORATION

Special Event Hold Harmless and Indemnification Agreement

This Hold Harmless and Indemnification Agreement must be completed and returned to the Special Event Manager ten (10) working days prior to the event or the event will be cancelled.

PLEASE PRINT:

Park City Community Foundation

Name of Business/Organization

Park City Pride Picnic

Name of Special Event

6-25-23

Date(s) of Event

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to Park City Municipal Corporation that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid legal agreement and binding on such party and enforceable in accordance with its terms.

The person signing this Agreement represents and warrants to Park City Municipal Corporation that it has insurance coverage in place that covers the scope of activities associated with this event. This person further represents and warrants that the insurance coverage limits meet or exceed the coverage required to obtain this permit.

For and in consideration of Park City Municipal Corporation (PCMC) issuing a permit permitting the use of City streets and/or City owned/public property for the conducting of an event to be held as reported above, hereby agrees to defend, hold harmless, and indemnify PCMC, its officers, agents, servants, employees, and their successors, from and against all claims, loss, or demands for damages, including claims for loss of life, personal injury or wrongful death and/or damage to property arising out of the conduct of said Special Event as defined by Title 4 of the Park City Municipal Code, and further agrees that Applicant is indemnifying and holding harmless PCMC irrespective of whether the scope or limits of Applicant's insurance policies adequately cover any of the aforementioned claims or demands.

_____

Name of Business/Organization

_____

Signature

_____

Name Printed

_____

Title

_____

_____

_____

Address and Phone Number

STATE OF UTAH)
)ss.
COUNTY OF SUMMIT)

On this_____day of_____, 20____, before me, the undersigned notary, personally appeared _____, personally known to me/proved to me through identification documents allowed by law, to be the person whose name is signed on the preceding or attached document, and acknowledged that he/she signed it voluntarily for its stated purpose as_____for _____.

_____
Notary Public

Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

This outdoor special event emergency operations plan (EOP) is meant to train event volunteers/personnel as well as to create a more specific EOP for events. It is the event organizer/responsible party's duty to train event personnel in the following potential emergencies and to make sure that all key and supervisory event personnel are documented on the attached section with a number to contact them at during the event, their assignment and its location. With this event EOP, a map of all areas that the event will encompass is included. It outlines the area of the event, evacuation routes and ingress/egress for emergency personnel.

Fire & Medical Emergencies

Police, Fire and Ambulance will respond based on the initial call. Police personnel are trained in first aid and can provide stabilization until the ambulance arrives.

In Case of a Medical Emergency:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).Give the nature of emergency,
2. Location (Your specific site location),
3. Your name and phone number where you can be called back,
4. Do not move victim unless absolutely necessary,
5. And stay on the telephone until the Dispatcher has all needed information and allows you to hang up.

In Case of a Fire:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).
2. Give the nature of emergency and the location. Stay on the phone long enough to answer any questions the dispatcher might have. This will ensure that proper equipment and personnel respond. Police will provide rescue, traffic, communications and crowd control.
3. Alert people in the immediate vicinity to evacuate to safest designated areas. [SEE ATTACHED MAP(S)]
4. Use fire extinguisher if the fire is small and you have been trained in how to operate the device.
5. Never breathe the smoke from fire. Stay low and crawl if necessary to avoid it. Smoke from some plastics and other common materials are toxic. Stay upwind so combustion products will blow away you.
6. **DO NOT REENTER THE AREA**. If a life may be in jeopardy, notify the professionals and let them enter with proper equipment. A significant number of fire fatalities result when people who have successfully evacuated a fire area return to retrieve a valued item or to search for someone missing.

Weather Related Emergency

The on-site event organizer will be responsible for determining if weather conditions become a hazard to personnel/patrons at the activity. Choose the safest alternative.

Before Any Event:

Before any event, the on-site event organizer shall research types of weather that may occur during the particular time of year the event is scheduled. Once potential hazardous weather or conditions are identified, mitigation, preparedness and training efforts will be included in the event planning.

Lightning:

In the event of weather conditions with the potential of lightning activity, careful monitoring of the weather dynamics is required. Such factors as the developing cloud patterns in the area, the lightning, and thunder activity should be considered. In conditions where there is observable thunder and lightning, outdoor activities shall be suspended until thunder can no longer be heard.

There is no safe place outside when thunderstorms are in the area. Evacuate to substantial buildings, enclosed parking structures and hard-topped vehicles are safe options. A safe building is one that is fully enclosed with a roof, walls and floors, and has plumbing or wiring (excludes temporary, portable, or metal buildings).

Lightning Safety Rules:

- Keep an eye on the sky,
- If you see or hear a thunderstorm coming, immediately suspend outside activity and go to a safe building or vehicle,
- Postpone activities promptly; do not wait for rain.
- If you cannot get to a shelter, stay away from trees,
- If you are out in a field, get to the lowest point,
- Move away from a group of people,
- Avoid metal,
- Avoid contact with electrical equipment or cords,
- Avoid contact with plumbing,
- Stay away from windows and doors, and stay off porches,
- Do not lie on concrete floors and do not lean against concrete walls.

Wind:

Power outages may occur with as little as twenty-five mile per hour winds and can up-root trees with shallow roots. If an event has tents, be cautious of the stability of the structure. All tents must have a City permit, have 50# of weight per leg and be inspected by the PCMC Building Dept. Wind can pose a hazard to participants or spectators, and if the on-site event organizer determines that winds pose a life safety issue, then activities shall be suspended.

Hail:

Most hailstorms develop in the presence of cumulonimbus clouds and other severe weather phenomena. Hailstones can cause serious damage, notably to automobiles, aircraft, skylights, glass-roofed structures, and people. Hailstorms rarely last more than 15 minutes. Some safety tips for hailstorms that an on-site event organizer should know or may want to pass on to participants are as follows:

- If you are outside, get inside.
- If you cannot find shelter, at least find something to protect your head.
- Stay away from windows.

Excessive Heat:

Heat is the number one weather-related killer in the United States, resulting in hundreds of fatalities each year. On average, excessive heat claims more lives each year than floods, lightning, tornadoes, and hurricanes combined. In planning for outdoor activities during a heat wave, consider certain precautions, e.g., can the event be scheduled in the morning or evening hours when it is cooler? The on-site event organizer will offer or encourage participants to:

- Drink or have plenty of water available. Avoid alcoholic and high sugar drinks.
- Encourage participants to wear lightweight, light-colored, and loose-fitting clothing,
- Wear a wide-brimmed hat, sunglasses, and sunscreen.

Provide cooling places with misting stations.

Microburst Rainfall:

Microburst rainfalls occur within a plume of air with high amounts of moisture are directed around a cold-core low or tropical cyclone. Flash flooding can frequently occur in of slow-moving thunderstorms in urban environments where less plants and bodies of water are present to absorb and contain the extra water. Should excessive rainfall occur during an event, the on-site event organizer will:

- Listen to the radio or television for information.
- Be aware that flash flooding can occur. If the event site is in a low-lying area with the potential to flood, move immediately to higher ground.

- Be aware of streams, drainage channels, and other areas known to flood suddenly.
- Let participants know not to walk through moving water. Six inches of moving water can make you fall.
- Let participants know not to drive in flooded areas. If floodwaters rise around a car, abandon it. Move to higher ground.

Ice Storm:
Ice storms are caused by liquid precipitation freezing on cold surfaces and leads to the gradual development of a thickening layer of ice. The accumulation of ice during the storm can be extremely destructive. Trees and vegetation can be destroyed and ice can down power lines, causing loss of heat and communication lines. Because ice storms are usually slow developing, the on-site event organizer will monitor the weather before, during, and after the event. Mitigation efforts may include sanding or salting walkways, stairways, and roads, shortening the event, or offering shuttle service to minimize the number of cars and/or pedestrians on hazardous roadways.

Blizzard:
- Find a dry shelter. Cover all exposed parts of the body
- If shelter is not available:
  - Prepare a lean-to, wind break, or snow cave for protection from the wind.
  - Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
  - Do not eat snow. It will lower your body temperature. Melt it first.

Earthquake:
The danger of an earthquake is high however it is unknown when such earthquake will happen. Should the large earthquake that's predicted happen (that is a 7.0 magnitude in the valley), it may result in a 5.6-5.8 magnitude here in Park City and surrounding areas. Precautions should be in place should the earthquake occur and event personnel should be aware of the danger and the procedures for safety and evacuation.
  - Initially Drop Cover and Hold On
  - Stay calm and await instructions from emergency personnel or a designated official.
  - Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
  - Assist people with disabilities in finding a safe place.
  - Evacuate as instructed by a designated official. Be aware of falling objects as you exit a structure or hazards on the ground or in the area.

Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

Event Details

Event Name: Park City Pride Picnic
Date(s) of Event: 6/25/23
Event Location(s): City Park
Street Address of Event: Sullivan Street

On-site Day of Event Organizer/Responsible Party (please print clearly)

Primary Coordinator
Name: Joe Urankar
Mobile Number: 973-896-5098

Co-Coordinator
Name: Andy Hecht
Mobile Number: 435-649-0993

Co-Coordinator
Name: Virginia Solomon
Mobile Number: 703-798-9308

Other Event Personnel, i.e. volunteers, security, parking

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Name: _____
Mobile Number: _____
Assignment: _____
Assignment Location: _____ Roving? – Yes ☐ No ☐

Outdoor Special Event
Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

EMERGENCY – Dial 911

Park City Police Dept --------- 435 -615-5500
(Non-Emergency Number)

Park City Fire Dist -------- 435-940-2500
(Non-Emergency Number)

Summit County Sheriffs ------- 435-615-3600
(Non-Emergency Number)

Summit County Health ---- 435-333-1500
(Non-Emergency Number)

Park City Building Department - 435-615-5100

Park City Special Events:
Jenny Diersen ---------- 435-602-3539
Chris Phinney ---------- 435-602-3539

Park City Emergency Management - 435-615-5911
(24hr On-Call Number)

GREEN EVENTS CHECKLIST:

Thank you for helping us to preserve Park City's environment!
We are committed to the preservation and enhancement of the environment for our community and guests.
Please submit this checklist along with your permit application.
Contact your Special Event Coordinator for more information or questions.

Name of Event: Park City Pride Picnic	**Organization/ Business:** Park City Community Foundation
Total Estimated Attendance at Event: 100	**Number of Vendors:** 2
Date of Event: 6/25/23	
Name of person responsible for overseeing green event practices for your event, including training staff and volunteers in sustainable practices: (recycling, composting, reuse, waste and energy reduction, etc.).	Andy Hecht
Email Address: andy@parkcitycf.org	**Cell Phone:** 435-649-0993
Signature of Event Producer:	**Date:** 5/2/23

✓	Standard	✓	Extaordinary Measures
	Complete Environmental Management Plan and attach as part of the Supplemental Plan for your event.		Use vendors that have an environmental policy, recycle and compost, use local food sources, use energy efficient appliances, or otherwise offset their carbon footprint.
	Use electric spider boxes for power needs.		Eliminate the use of fossil fuels for on site power needs.
	Use sand or other reusable ballasts for securing tents instead of water.		Commit to and publicize water conservation efforts at event.
✔	Recycling is required in all areas of the event. Recycling containers must be paired with trash cans.		Sponsors/Vendors distribute bags, bottles, or serving material made from recycled material, or that can be reused or recycled.
✔	Event Applicant materials printed on at least 30% post consumer recycled paper. Distributed items must be made from recycled materials that can be reused, recycled or reconsumed.		Event Applicant does not offer printed materials. All promotional materials are available electronically.
✔	Remind guests to bring their reusable bags and water bottles. Use, sell, or proote reusable bags and waterbottles.		Event Applicant does notsell or give away plastic bottled water unless the bottle is compostable. *(To try using watering stations and reusable containers).*
✔	Reusable banners, eco-friendly promotional material or recycle (i.e., banners into shopping bags).		Use reusable linens instead of paper or plastic table covers.
✔	Encourage the use of bicycles, buses, shuttles, carpools or other public transit to and from the event. This must be promoted on event website and marketing.		Offer a Bike Valet (Summer Events - May through October)
✔	Enforce a no idling policy for staff, volunteers, vendors and attendees.		Incorporate alternative transportation plans into your event. Supplement City Transit with additional transit options. (This must be approved before implementing).
	Use eco-friendly serving utensils (compostable, plant-based or made from recycled materials) and eliminate the use of regular plastic cups and pre-packaged servings.		Provide vegetarian meal options. Be local - offer food or vendor items that are made, grown and produced within 100 miles of Park City.
	Be Styrofoam Free!		Be Glass Free!
	Prepare food with reusable cutlery and dishes, or products that can be composted.		Serve food in bulk – (avoid cans, bottles, sugar packets and serve at stations)
	Wastewater must be properly disposed of into the sanitary sewer system, i.e., floor sink or mop sink, etc., and it is prohibited to dispose of gray water into the storm sewer or directly onto the ground.	✔	Tell us what else you are doing. We love new ideas and solutions!!

For Municipal Purposes

Trash Plan Approved by:	**Date:**
Public Works:	**Date:**
Health Department:	**Date:**
Sustainability Department:	**Date:**

Park City Permit for Relief of Noise Restrictions 2021

A Permit for Relief of Noise Restrictions is required of any person or company that engages in an activity in violation of Park City Code 6-3. Per the Park City Code Section 6-3-11, applications for a permit for relief from the noise restrictions may be made to the Chief of Police as it pertains to special events, community, or private functions or events. Any permit granted by the Chief of Police, or his/her designee shall contain all conditions upon which the permit has been granted, including, but not limited to, the effective dates, time of day, location, sound pressure level, or equipment limitation and name and contact information for the on-scene officiator. The applicant is required to provide an on-site officiator at the event to ensure compliance with the noise restrictions and be available for contact if there are complaints. Additionally, the applicant is required to provide a map of the event location showing stages, speakers and other sources of noise.

Applicant's Name: Andy Hecht

Phone #: 435-649-0993 Address: 1918 Prospector Ave

Purpose of Activity and description of noise-making activity and equipment:

Picnic

Address of Event (property on which noise generating activity will occur): City Park Pavillian

Date(s) of Event: 6-25-23 Time of Amplified Noise (Include Sound Check): 11:00

Type of Noise Generated: low level music

Estimated Maximum Number of People in Attendance: 100

Level of Noise Permitted: 80 db

I, Andy Hecht, acknowledge and understand Park City Code 6-3 and certify that all information stated above is correct. As the applicant, I will have amplified sound no higher than a decibel limit of 60 db between the times of 11 to 3 (all permits expire at 10:00 PM). Should I violate the terms of the agreement, I will immediately remedy the situation or be subject to the penalties listed below.

Signature: Date: 5/2/23

Responsible person who will be attending the event and will be monitoring noise levels:

Onsite Officiator: Joe Urankar Phone: 973-896-5096

Please Note:

The officiator in charge of the event is responsible to monitor and maintain the permissible sound levels spelled out in this permit. Additionally, the officiator is responsible to mitigate complaints received by the Park City Police Department. Failure to mitigate complaints immediately, once brought to the officiator's attention, may result in a criminal citation and/or a revocation of this permit.

Approved by (PCPD): _____

Signature: Date:

_____ _____

The applicant may be required to contact surrounding property owners. When completed, documentation of hose contacts (with contact information) shall be provided.

Required Information**:**

The following residential property owners have no objection to the type of noise that will occur at the location, and at the date and time, given above:

_____
_____
_____
_____
_____

The following residential property owners have objection to the type of noise that will occur at the location, and at the date and time, given above:

_____
_____
_____
_____

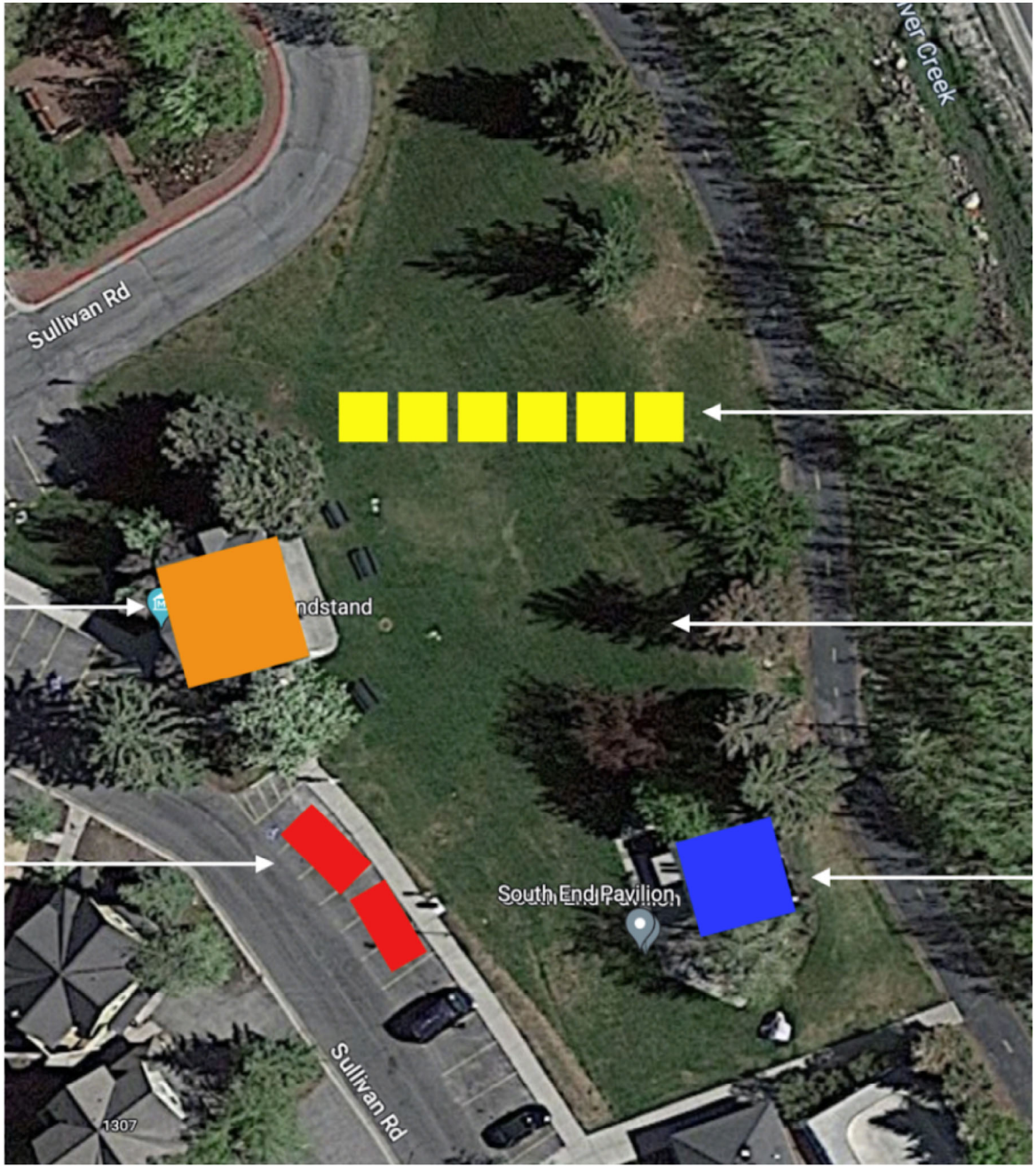
Please Note: ***As per Park City Code Section 6-3-4, the Police Department shall be responsible for the administration of these rules and regulations and any other powers vested in it by law and shall make inspections of any premises and issue orders as necessary to effect the purposes of these regulations, and do any and all acts permitted by law that are necessary for the successful enforcement of these regulations.***

As per Park City Code Section 6-3-14, the Police Department may upon discovery or report of a violation be able to issue a criminal citation for the violation or may file a report with the City Prosecutor's Office for review and issuance of information and summons to court to answer the charges.

As per Park City Code Section 6-3-15, any person who is found guilty of violating any of the provisions of these rules and regulations, either by failing to do those acts required herein or by doing a prohibited act, is guilty of an infraction. Each day such violation is committed, or permitted to continue, shall constitute a separate violation. The City Attorney may initiate legal action, civil or criminal, requested by the Department abate any condition that exists in violation of these rules and regulations. In addition to other penalties imposed by a court of competent jurisdiction, any person(s) found guilty of violating any of these rules and regulations shall be liable for all expenses incurred by the Department in removing or abating any nuisance or other noise disturbance.

Pride Picnic Site Plan, 2023

Miner's Hospital



*no signage or banners are planned - we want this event to feel as casual as possible

Six pop-up tent booths

Live music in Bandstand

Picnic area

Two food trucks in parking stalls

*if we cannot secure food trucks, our backup is to grill in the south end pavillion

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance 2023-24, an Ordinance Approving the 593 Park Avenue Plat Amendment, Located at 593 Park Avenue, Park City, Utah
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
593 Park Avenue Staff Report
Exhibit A: Draft Ordinance 2023-24
Exhibit B: 593 Park Avenue Survey
Exhibit C: Ordinance No. 09-37
Exhibit D: Notice of Planning Department Action 593 Park Ave - Expiration Letter

City Council
Staff Report

Subject: **593 Park Avenue**
Application: **PL-23-05539**
Author: **Olivia Cvetko**
Date: **May 11, 2023**
Type of Item: **Plat Amendment**

Recommendation

(I) Review the requested 593 Park Avenue Plat Amendment; (II) hold a public hearing; and (III) consider approving the Plat Amendment based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in Draft Ordinance No. 2023-24 (Exhibit A).

Description

Applicant:	Brian and Randi Swartz (Owner); Marshall King (Representative)
Location:	593 Park Avenue
Zoning District:	Historic Residential-1 (HR-1)
Adjacent Land Uses:	Residential Condominiums and Single-Family Dwellings (SFD)
Reason for Review:	Plat Amendments require Planning Commission recommendation and City Council action [1]

HDDR	Historic District Design Review
HPB	Historic Preservation Board
HR-1	Historic Residential-1
SFD	Single-Family Dwelling

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

Summary

593 Park Avenue is a vacant Parcel containing two Lots within the Historic Residential-1 (HR-1) Zoning District. The Site consists of Lots 22 and 23 of Block 5 in the Amended Park City Survey. Both Lots are standard 25-foot by 75-foot (Exhibit B: 593 Park Avenue Survey). The Applicant proposes to remove the existing Lot line to create one Lot and construct a Single-Family Dwelling (SFD). The proposed Lot would be 50 feet by 75 feet for a total of 3,750 square feet.

On April 12, 2023, the Planning Commission held a public hearing on the 593 Park Avenue Plat Amendment and forwarded a unanimous positive recommendation for Council consideration with no added Conditions of Approval. (Staff Report; Meeting

[1] LMC § 15-7.1-2(B)

Minutes).

Background

On October 1, 2009, City Council approved a Plat Amendment, Ordinance No. 09-37, to combine Lots 22 and 23 of Block 5 into one Lot (the same proposal as the current application) (Exhibit C: Ordinance No. 09-37). The plat was never recorded but was approved with the following noteworthy Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the Plat Amendment for compliance with State Law, the Land Management Code, and the Conditions of Approval, prior to the 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 for the Plat will be void.
3. A 10' (ten-foot) snow storage easement shall be dedicated to Park City across the Property's Frontage.
4. Modified 13-D sprinklers shall be required.

On January 4, 2010, a previous owner submitted a Historic District Design Review (HDDR) Application, PL-09-00869 and a Building Permit, BD-10-15149, for a new SFD at 593 Park Avenue. On November 11, 2010, staff issued a Notice of Planning Department Action stating that the HDDR and Building Permit should be expired per the applicant's request (Exhibit D: Notice of Planning Department Action).

Analysis

(I) The proposal complies with LMC Chapter 15-2.2 Historic Residential-1 (HR-1) District

LMC § 15-2.2-1 States that the purpose of the HR-1 Zoning District is to:

- preserve present land Uses and character of the Historic residential Areas of Park City;
- encourage the preservation of Historic Buildings and/or Structures;
- encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods;
- encourage single family Development on combinations of 25' x 75' Historic Lots;
- define Development parameters that are consistent with the General Plan policies for the Historic core; and
- establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

LMC § 15-2.2-3 Lot and Site Requirements	
Requirement	**Analysis of Proposal**
Minimum Lot Size: 1,875 square feet	**Complies.** The proposed new Lot will be

(sf)	3,750 sf.
Minimum Lot Width: 25 feet (ft)	**Complies.** The proposed new Lot will be 50 ft wide.

Compatibility with Surrounding Neighborhood and Nearby Lots
Staff studied the compatibility of the Lot combination with the surrounding Lots regarding the existing streetscape and concept of decreased permitted Building Footprint due to the larger Lot.

The combination of Lots 22 and 23 at 593 Park Ave would create one Lot totaling 3,750 square feet. Adjacent SFD Lots to the south include 581 Park Ave at 3,050 square feet, 575 Park Avenue at 2,615 square feet, and 569 Park Ave at 3,920 square feet. To the north of this property is the Motherlode Condos I and II, totaling 15 Units. The development to the east, across Park Ave, consists of 2,180-square-foot Lots or larger.

Below is a screenshot of Summit County's Parcel Viewer displaying nearby lots in relation to 593 Park Ave and photos of the Lot and Lots surrounding:

Proposed Lot

Lots to the South

Condos to the North

Lots Across Park Avenue

In addition to consistency with surrounding Lot sizes, combining Lots 22 and 23 at 593 Park Avenue will reduce the overall Density and required Parking Spaces by reducing

the allowed number of Dwellings. The Proposed Lot will be allowed one Primary Dwelling with the potential to obtain an Accessory Apartment with the required additional permits. The applicant intends to build a SFD on the Property.

The Building Footprint formula in LMC § 15-2.2-3 allows a maximum Building Footprint of 1,519 square feet for the proposed Lot. If left two Lots, the allowed Building Footprint for two SFDs would be 1,688 square feet.[2] The proposed Plat Amendment would decrease the overall allowed Maximum Building Footprint by 169 square feet. In addition to a reduction in allowed Building Footprint, the Plat Amendment would decrease required Off-Street Parking Spaces and Driveways. The Proposed Lot will be required to provide two (2) Off-Street Parking Spaces for a SFD.

In addition to requirements in LMC § 15-5 Architectural Review and LMC § 15-13-8 Design Guidelines For New Residential Infill Construction In Historic Districts (see Condition of Approval 4), a new SFD on this property is subject to the following regulations:

LMC § 15-2.2-1 Historic Residential District	
Regulation	**Requirement**
Maximum Building Footprint: Max = (3,750/2) x $0.9^{/3,750/1875}$	1,519 sf Maximum
Front Setback	10 ft Minimum
Rear Setback	10 ft Minimum
Side Setbacks	5 ft Minimum
Building Height	27 ft Maximum 35 ft Interior Maximum
Parking (LMC § 15-3-6 Parking Ratio Requirements For Specific Land Use Categories)	2 Parking Spaces for a SFD 4 Parking Spaces for a Duplex Dwelling

Slope
593 Park Avenue slopes up to the rear Lot Line towards the west, the most intense slope on this Lot at any point is roughly 20% and will not require a Steep Slope Conditional Use Permit for new development.

(II) Staff finds Good Cause for the proposed Plat Amendment

Plat amendments are reviewed according to LMC § 15-7.1-3(B), and approval requires a finding of Good Cause and a finding that no Public Street Right-of-Way, or easement is vacated or amended.

[2] LMC 15-2.2-3(E) Maximum Building Footprint = ([Lot Area]/2) x $0.9^{[Lot\ Area]/1875}$

LMC § 15-15-1 defines Good Cause as "[p]roviding positive benefits and mitigating negative impacts, determined on a case-by-case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City Community."

LMC § 15-2.2-1 states that the purposes of the HR-1 Zoning District include encouraging single family Development on combinations of 25' x 75' Historic Lots. This Plat amendment would support the purpose of the HR-1 Zoning District by allowing development that would be consistent in scale, character, and use with the surrounding neighborhood and create consistency in the streetscape. Additionally, the new SFD would be held to Historic District Design Review criteria outlined in LMC § 15-13-8.

As outlined in the Analysis Section of this Staff Report, the proposed Plat Amendment would decrease the overall maximum Building Footprint and required Off-Street Parking Spaces, offering less-intense development. Additionally, Development on this Lot would provide a smooth transition in use from the existing Condominiums to adjacent Historic Properties.

The Plat Amendment does not vacate or amend any portion of the ROW and no easements are vacated or amended.

(III) The Development Review Committee reviewed the Plat Amendment on March 7, 2023[3]

The Development Review Committee confirmed the proposal conforms with their review standards and does not require additional Conditions of Approval.

Department Review

The Planning Department, Engineering Department, and City Attorney's Office reviewed this report.

Notice

Staff published notice on the City's website and the Utah Public Notice website, mailed courtesy notice to property owners within 300 feet, and posted notice to the property on March 28, 2023. The Park Record published notice on March 29.[4]

Public Input

Staff did not receive any public input at the time this report was published.

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[3] The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney's Office, Local Utilities including Rocky Mountain Power and Dominion Energy, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).
[4] LMC § 15-1-21

Alternatives

- The City Council may adopt Ordinance No. 2023-24; or
- The City Council may deny Ordinance No. 2023-24 and direct staff to make Findings for this decision; or
- The City Council may continue the discussion to a date certain.

Exhibits

Exhibit A: Draft Ordinance 2023-24
Exhibit B: 593 Park Avenue Survey
Exhibit C: Ordinance No. 09-37
Exhibit D: Notice of Planning Department Action

Ordinance No. 2023-24

AN ORDINANCE APPROVING THE 593 PARK AVENUE PLAT AMENDMENT, LOCATED AT 593 PARK AVENUE, PARK CITY, UTAH

WHEREAS, the owners of the property located at 593 Park Avenue petitioned the City Council for approval of the 593 Park Avenue Plat Amendment; and

WHEREAS, on March 29, 2023, notice was published in the *Park Record* and on the City and Utah Public Notice websites; and

WHEREAS, on March 28, 2023, courtesy notice was mailed to property owners within 300 feet of 593 Park Avenue; and

WHEREAS, on April 12, 2023, the Planning Commission reviewed the application and held a public hearing; and

WHEREAS, on April 12, 2023, the Planning Commission forwarded a positive recommendation for City Council's consideration on May 11, 2023; and

WHEREAS, on May 11, 2023, the City Council reviewed the proposed plat amendment and held a public hearing; and

WHEREAS, the plat is consistent with the Park City Land Management Code including § 15-7.1-3(B), § 15-12-15(B)(9), and Chapters 15-2.2 and 15-7.

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

SECTION 1. APPROVAL. The 593 Park Avenue Plat Amendment, located at 593 Park Avenue, as shown in Attachment 1, 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 593 Park Avenue.
2. The property is contains Lots 22 and 23 of Block 5 of the Amended Park City Survey.
3. The property is in the Historic Residential-1 (HR-1) Zoning District.
4. The Applicant seeks to remove an existing Lot Line to create one Lot.
5. The property is currently vacant.
6. Ordinance No. 09-37 *An Ordinance approving a Plat Amendment Combining Lots 22 and 23* was adopted by City Council in 2009 but never recorded. The 2009 Plat Amendment approval has since expired.
7. The current minimum Lot Size in the HR-1 Zoning District is 1,875 square feet. The Proposed Lot is 3,750 square feet.
8. The current minimum Lot Width in the HR-1 Zoning District is 25 feet. The Proposed Lot is 50 feet wide.
9. No remnant Parcels are created with this Plat Amendment.

10. The proposed Lot Size is consistent with adjacent Lots.
11. The findings in the Analysis Section of the Staff Report are incorporated herein.

Conclusions of Law

1. The Plat Amendment is consistent with the Land Management Code, including LMC Chapter 15-2.2 *Historic Residential (HR-1) Zoning District,* and LMC § 15-7.1-6, *Final Subdivision Plat.*
2. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
3. Approval of the Plat Amendment, 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 Planning Department, City Attorney, and City Engineer will review and approve the final form and content of the Plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The Applicant shall record the plat at the County within one (1) year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this Plat approval will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. Any new development on 593 Park Avenue must comply with the Land Management Code.
4. Any new development on 593 Park Avenue must undergo the Historic District Design Review Process.
5. The Plat shall note that this Lot is subject to Ordinance 2023-24.

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

PASSED AND ADOPTED this 11th day of May 2023.

PARK CITY MUNICIPAL CORPORATION

_____
Nann Worel, MAYOR

ATTEST:

_____
City Recorder

APPROVED AS TO FORM:

City Attorney

Attachment 1 – Proposed Plat

VICINITY MAP

SURVEYOR'S CERTIFICATE

LEGAL DESCRIPTION

OWNER'S DEDICATION AND CONSENT TO RECORD

In witness whereof, the undersigned set

In witness whereof, the undersigned set

ACKNOWLEDGMENT

STATE OF

COUNTY OF

On this _____ day of _____ 2023, Brian Schwartz personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, that he acknowledged to me that he executed 593 PARK AVENUE PLAT AMENDMENT.

By: _____
Notary Public

Residing at _____

My commission expires: _____

Commission No. _____

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF

On this _____ day of _____ 2023, Rondi Scott Millington personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, that he acknowledged to me that he executed 593 PARK AVENUE PLAT AMENDMENT.

By: _____
Notary Public

Residing at _____

My commission expires: _____

1. This plat amendment is subject to the Conditions of Approval in Ordinance 2023-_____
2. See survey S-10168 in the Summit County Recorder's office.

593 PARK AVENUE PLAT AMENDMENT

LOCATED IN THE SOUTHEAST QUARTER OF SECTION 16
TOWNSHIP 2 SOU TH , RAN GE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY. SUMMIT COUNTY, UTAH

SHEET 1 OF 1

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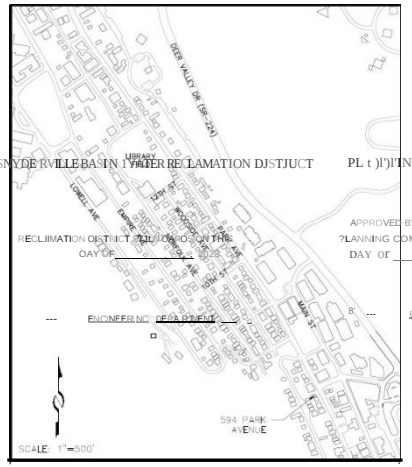


SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

RECLIIMATION OISTRICT ATTLIOOO ON THE OAY OF_____

---- ENGINEER NO DEPARTMENT

PL t)l'))TING COl [MISS ION

APPROVED BY THE PARK CITY ?LANNING COMMISSION THE DAY OI' ____ _____, 202.3

CHAI R

E Gl)I'EER' S CERTIFICATE

I fl ND THIS PLATT O II E IN ACCORDA"ICE WI TH INFORMATION ON

DAY OI' --- - - - 202J

PARK CITY NCINEER

APPR OVAL AS T O FORM

A PROVED AS TO FOIM THIS ___ _

DAY OIF_____, 202.3

COU;f CIL APPR OVAL A;fD ACCEPT AIICE

APPROVAL AND ACCEPTANCE BY THE P.IIR< CITY COUNCIL THE_____DAY OF_____, 2023

BY _____

W AYOR

CERTIF ICATE OF ATTE ST

I CERTIFY THIS PLAT WAS APPROVED BY PARK CITY COUNCIL THE DAY OF_____ 202 .3

PLRK CITY RECORDER

P UBLIC SAF ETY

ANSWERING 1' 01:-fT APPH OVAL

APPROVEO THIS ___ DAY OI'_____2 02.3

SUMMIT COUNTY CIS COOROI N ATOR

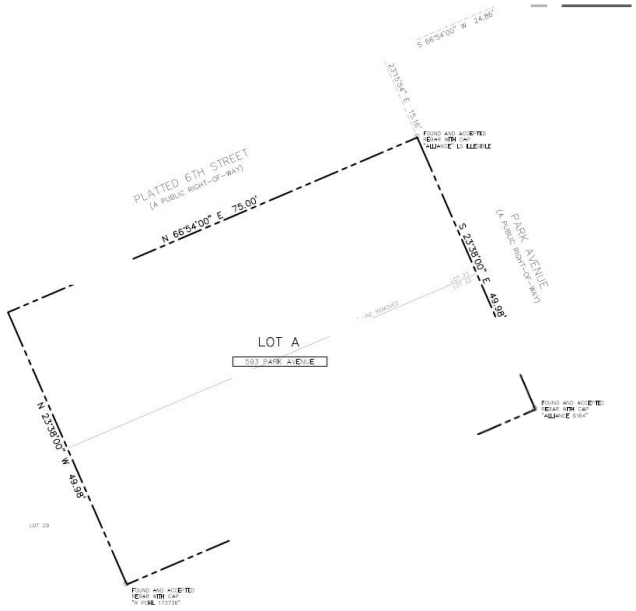
RECORDED

ST ATE OF UTAH, COUNTY OI' SUMWIT , AND FILED AT T HE R EQUE ST OI' - - - - - - - - - - -

RECORDER

TI E _

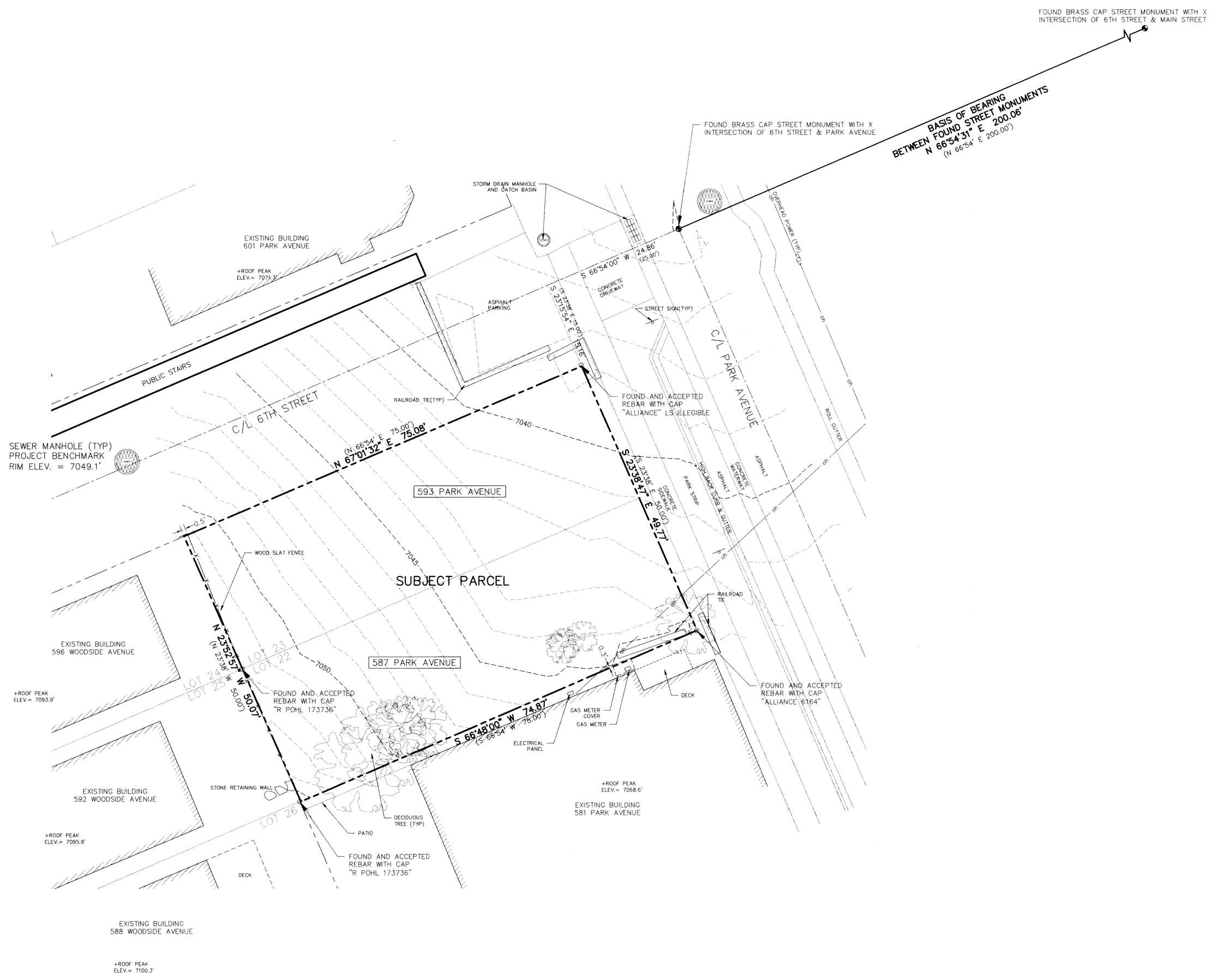
DATE_____ENTRY NO.



PARK CITY ATTORNEY

PARK CITY SURVEY
LOTS 22 AND 23, BLOCK 5

LOCATED IN THE NORTHWEST QUARTER OF SECTION 16,
TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN
LOTS 22 & 23, BLOCK 5 PARK CITY AMENDED SURVEY
RECORD OF SURVEY
SUMMIT COUNTY, UTAH



PROFESSIONAL LAND SURVEYOR No. 7248891 CHARLES GALATI 5-4-2020 State of Utah

SURVEYOR'S CERTIFICATE

I, Charles Galati, certify that I am a Professional Land Surveyor and that I hold License No. 7248891, as prescribed by the laws of the State of Utah. I further certify that under my direct supervision a survey has been performed on the hereon described property and that to the best of my knowledge this plat is a correct representation of said survey.

LEGAL DESCRIPTION

All of Lots 22 and 23, Block 5, AMENDED PLAT OF THE PARK CITY SURVEY, according to the official plat thereof, on file and of record in the office of the Summit County Recorder.

NARRATIVE/NOTES

1. Basis of Bearing for this survey is between the found street monuments as shown on this plat.
2. Field work for this survey was performed April 24, 2020, and is in compliance with generally accepted industry standards for accuracy.
3. The purpose of this survey was to perform a Boundary, Existing Conditions and Topography survey for the possibility of future improvements to the property.
4. A Title Report was not provided to the surveyor and no easements or setbacks were located as part of this survey. The owner of the property should be aware of any items affecting the property that may appear in a title insurance report. The surveyor found no obvious evidence of easements, encroachments or encumbrances on the property surveyed except as shown hereon.
5. County tax maps, recorded deeds, the Amended Plat of Park City, Park City Monument Control Map, Record's of Survey S2382, S2920 & S4418 (all aforementioned documents on file and of record in the Summit County Recorder's Office), an un-recorded survey performed in 2010 by Russ Campbell and physical evidence found in the field were all considered in determining the boundary as shown on this plat.
6. Site Benchmark: SEWER MANHOLE, Elevation=7049.1' as shown.
7. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
8. Property corners were found as shown.
9. Record bearings and distances, when different than measured are shown in parenthesis ( ).
10. The northwest property corner monument was not found and appears to have been destroyed when the fence was installed. The corner was calculated by extending a line from the found "R POHL 173736" rebar with cap as noted per survey S2920 and the above mentioned un-recorded survey. The results very closely match recorded data.

LEGEND

- ● Set 5/8" rebar w/cap "ALLIANCE ENGINEERING" (Unless noted otherwise)
- ○ Found Monument (As-Noted)
- Found Street Monument (As-Noted)

10' 0 10' 20'

FILE NO. S0010168
06/29/2020 12:56:14 PM B: 0002 P: 1635
Survey 1 of 1
SUMMIT COUNTY RECORDER
FEE $ 20.00 BY ALLIANCE ENGINEERING INC

(435) 649-9467
Alliance Engineering Inc.
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
323 Main Street P.O. Box 2664 Park City, Utah 84060-2664

STAFF:
CHARLES GALATI
JASON WYNNE
TOM LUND
DUSTIN CARRISH

DATE: 5/4/20

EXISTING CONDITIONS & TOPOGRAPHIC MAP
587 & 593 PARK AVENUE, PARK CITY

FOR: CHARLES MOOTY
JOB NO.: 11-4-20
FILE: X:\ParkCitySurvey\dwg\srv\srvy2020\110420-Lot 22 + 23 BLock 5\lot 22 23 block.dwg

SHEET 1 **OF** 1

S-10168

Ordinance No. 09-37

AN ORDINANCE APPROVING THE 593 PARK AVENUE PLAT AMENDMENT LOCATED AT 593 PARK AVENUE, PARK CITY, UTAH.

WHEREAS, the owner of the property located at 593 Park Avenue has petitioned the City Council for approval of the plat amendment; 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 September 9, 2009, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on September 9, 2009, forwarded a positive recommendation to the City Council; and,

WHEREAS, on October 1, 2009, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the 593 Park Avenue Plat Amendment.

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

SECTION 1. APPROVAL. The 593 Park Avenue Plat Amendment 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 property is located at 593 Park Avenue.
2. The zoning is Historic Residential (HR-1).
3. The proposed lot is 3.747.75 square feet in size.
4. The current minimum lot size within the HR-1 District is 1,875 sq. ft.
5. The lot width of the proposed lot is 49.97 feet.
6. The current minimum lot width within the HR-1 District is 25.0 feet.
7. The current use of the property is vacant land.
8. No remnant parcels of land are created with this plat amendment.
9. The proposed lot size is compatible with adjacent and street development.
10. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this plat amendment.
2. The plat amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed plat amendment.
4. Approval of the plat amendment, 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 plat amendment for compliance with State law, the Land Management Code, and the conditions of approval, 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 for the plat will be void.
3. A 10' (ten foot) snow storage easement shall be dedicated to Park City across the properties frontage.
4. Modified 13-D sprinklers shall be required.

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

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

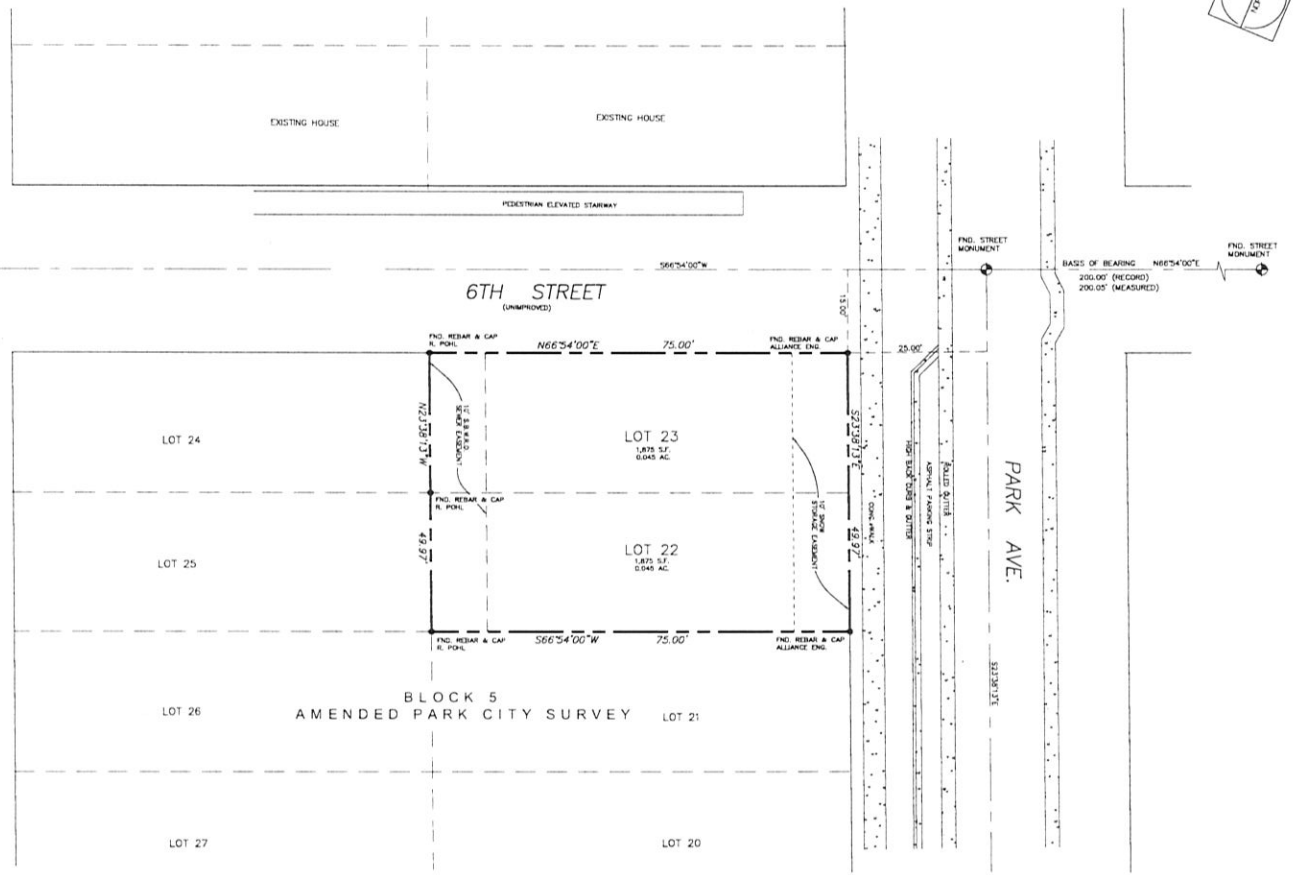
Attest:

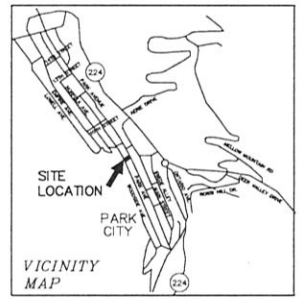
Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Attachment A





NOTES:

1) It is the purpose of this Amended Plat to eliminate the fine common to Lots 22 and 23. No other changes, revisions, or amendments are made or implied, and any and all other easements, restrictions, and/or instruments of record shall remain in place unless shown otherwise hereon.

2) "Utilities shall have the right to install, maintain, and operate their equipment above and below ground and all other related facilities within the Public Utility Easements identified on this plat may as may be necessary or desirable in providing utility services within and without the lots identified hereon, including the right of access to such facilities and the right to require removal of any obstructions including structures, trees and vegetation that may be placed within the PUE. The utility may require the lot owner to remove all structures within the PUE at the lot owner's expense, or the utility may remove such structures at the lot owner's expense. At no time may any permanent structures be placed within the PUE or any other obstruction which interferes with the use of the PUE without the prior written approval of the utilities with facilities in the PUE."

3) All notes and restrictions on the original plat apply to this amended plat.

LEGEND

⊗ FOUND REBAR & CAP – AS NOTED

O SET REBAR & CAP – L.S. 316633

0 5 10 20 30

SCALE: 1"=10'

LOCATED IN
BLOCK 5, AMENDED PARK CITY SURVEY
SUMMIT COUNTY, UTAH

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents: That the owners of the hereon described tracts of land, hereby causes the same to be divided into lots and private streets, as set forth in this plat, hereafter to be known as

"Cedar Draw Estates Lot 36 Amended".

Also, the owners hereby dedicate to Summit County, Snyderville Basin Water Reclamation District, Mountain Regional Water Service District, and Park City Fire District, a non-exclusive easement over the roadways and utility easements shown on this plat for the purposes of providing access for utility installation, maintenance use and eventual replacement, and to provide access for emergency services. Those areas that are intended for public use are hereby dedicated to Summit County.

Executed this _____ day of _____, 2009.

_____
OWNER

ACKNOWLEDGMENT

State of Utah
County of Summit

The foregoing was acknowledged before me this _____ day of _____, 2009 by _____, Owner of Lots 22 & 23, Block 5, Amended Park City Survey.

_____
Notary Public
Residing at: _____
My commission expires: _____

LEGAL DESCRIPTION

ALL OF LOTS 22 & 23, BLOCK 5, OF THE AMENDED PARK CITY SURVEY, ACCORDING TO THE OFFICIAL PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF THE SUMMIT COUNTY RECORDER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 23, BLOCK 5, AMENDED PLAT OF PARK CITY, SAID POINT BEING SOUTH 66°54'00" WEST 25.00 FEET AND SOUTH 23°06'00" EAST 15.00 FEET FROM THE STREET MONUMENT AT THE INTERSECTION OF 6TH STREET AND PARK AVENUE (BASIS OF BEARING BEING NORTH 66°54'00" EAST 200.05 FEET FROM SAID STREET MONUMENT TO THE STREET MONUMENT AT 6TH STREET AND MAIN STREET) AND RUNNING THENCE SOUTH 23°38'13" EAST 49.97 FEET TO THE SOUTHEAST CORNER OF LOT 22, THENCE SOUTH 66°54'00" WEST 75.00 FEET TO THE SOUTHWEST CORNER OF SAID LOT 22, THENCE NORTH 23°38'13 WEST 49.97 FEET TO THE NORTHWEST CORNER OF SAID LOT 23, THENCE NORTH 66°54'00" EST 75.00 FEET TO THE POINT OF BEGINNING.

Contains 3,750 SQ. FT. OR 0.09 AC.

SURVEYOR'S CERTIFICATE:

I, Russell E. Campbell, do hereby certify that I am a Professional Land Surveyor and that I hold Certificate No. 316633 as prescribed under the laws of the State of Utah. I further certify that a boundary and topographic survey has been made of the land shown on this plat and described hereon and that this plat is a correct representation of the land surveyed and has been prepared in conformity with the minimum standards and requirements of the law as of the date of survey, July 17, 2009.

_____
Russell E. Campbell

_____
Date

LOT 22 AMENDED
BLOCK 5, AMENDED PARK CITY SURVEY
SUMMIT COUNTY, UTAH

BASELINE SURVEYING, Inc
1058 East 2100 SOUTH
Salt Lake City, UT 84106 (801) 209-2152

CERTIFICATE OF ATTEST	PLANNING COMMISSION	COUNCIL APPROVAL AND ACCEPTANCE	CITY ENGINEER	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT	APPROVAL AS TO FORM	RECORDED
I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF _____ 2009.	APPROVED AND ACCEPTED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF _____ 2009.	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF _____, 2009.	I HEREBY CERTIFY THAT I HAVE HAD THIS PLAT REVIEWED BY THIS OFFICE AND IT IS CORRECT IN ACCORDANCE WITH AVAILABLE INFORMATION ON FILE IN THIS OFFICE.	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS THIS ____ DAY OF _____, 2009.	APPROVED AS TO FORM ON THIS ____ DAY OF _____ 2009.	ENTRY NO. _____ BOOK ____ PAGE ____ STATE OF ____UTAH____, COUNTY OF ____SUMMIT____ DATE _____ TIME _____ RECORDED AND FILED AT THE REQUEST OF:
PARK CITY RECORDER	PLANNING COMMISSION CHAIRMAN	MAYOR	DATE / PARK CITY ENGINEER	S.B.W.R.D.	PARK CITY ATTORNEY	COUNTY RECORDER

November 11, 2010

Mical Bracken
Upwall Design Architects
1025 East Hollywood Avenue
Salt Lake City, UT 84105

NOTICE OF PLANNING DEPARTMENT ACTION

Application #	**PL-09-00869**
Subject	**593 Park Avenue**
Description	**Historic District Design Review**
Action Taken	**Plans destroyed and application expired**
Date of Action	**November 11, 2010**

Upon review of a submitted building permit application for a single family dwelling located at 593 Park Avenue (permit number BD-10-15149), it has been indicated by you (Upwall Design Architects), acting as the owner's representative, that the owner is not prepared to continue the project. The instructions received by your firm were to destroy the plans and expire the applications, including this historic district design review (hddr) application. As requested, the plans have been destroyed and the application has been expired. If you would like to move forward with this same request in the future please feel free to re-apply. Please don't hesitate to contact us should you have any questions.

Respectfully,

Francisco Astorga
Planner

cc: File
Charles W. Mooty

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve a Professional Services Agreement for Land Management Code Consultant Services with Lisa Wise Consulting, Not to Exceed $258,915, in a Form Approved by the City Attorney (A) Public Input (B) Action

Suggested Action:

Attachments:
Land Management Code Consultant Staff Report
Exhibit A: Original Lisa Wise Consulting RFP Response
Exhibit B: Draft Provider Professional Services Agreement
Exhibit C: Revised Fee

City Council
Staff Report

Subject: **2023 Land Management Code Amendments**
Author: **Rebecca Ward, Assistant Planning Director**
Date: **May 11, 2023**
Type of Item: **Contract Award**

Recommendation

(I) Review a request to authorize a Professional Service Provider Agreement with Lisa Wise Consulting for Land Management Code amendment services not to exceed $258,915, and (II) consider awarding the contract or directing the Planning team to reissue the Request for Proposals (RFP).

Background

The Planning Commission conducted a series of work sessions in the fall of 2022 to prioritize Land Management Code amendments, including incentives for affordable housing development and multi-modal transportation through transportation demand management requirements[1] and appointed liaisons for specific amendments. The Planning Commission inquired about potential funds to hire a consultant to assist with prioritized amendments, and the Mayor and Council gave direction to obtain consultant services.

The Planning, Affordable Housing, Sustainability, Transportation Planning, and Engineering teams met with the appointed Planning Commission liaisons to refine the prioritized amendments. On January 25, 2023, the Planning Commission reviewed the updated amendments and schedule (Staff Report; Minutes, p. 34). In February, the Planning team provided a Staff Communication for City Council outlining amendments completed, in progress, and prioritized by the Planning Commission.

On February 15, 2023, the Planning team issued a Request for Proposals (RFP) for Land Management Code consultant services to assist with affordable housing, transportation demand management, sustainability, lot combination, and parking amendments. The RFP was sent to hundreds of vendors through the Utah Public Procurement website, and to firms nationwide to bring attention to the RFP.

On March 10, 2023, Lisa Wise Consulting submitted a response proposing a team, including Cascadia Partners, Fehr & Peers, and Buro Happold as sub-consultants for a total fee of $366,715 (Exhibit B). Despite our extra effort, only one response was submitted. However, it is an impressive response reviewed by the Planning, Transportation Planning, Affordable Housing, Engineering, Sustainability teams, and two Planning Commission liaisons. The proposal was reviewed pursuant to the RFP

[1] To view the full list of code amendments in progress, please see the February 16, 2023 City Council Staff Communication. To review the upcoming schedule for Planning Commission review of amendments in progress, please see the April 12, 2023 Planning Commission Staff Communication.

requirements, the understanding of the work to be completed, qualifications and experience of key personnel, demonstration of successful implementation of similar projects, efficient, realistic, and timely proposed schedule, technical and innovative approach to developing recommended amendments, and an effective and creative public engagement plan and schedule. The Review Team ranked Lisa Wise Consulting's submittal from 72 to 95 out of 100 points, with an average score of 84.

Overall, the Review Team was impressed with Lisa Wise Consulting's qualifications and successful implementation of code amendments in other communities, especially their experience in resort towns, specialization in affordable housing and transportation demand management, and effectiveness in implementing well-researched and effective code amendments. Additionally, the Review Team liked that Lisa Wise Consulting proposed sub-consultant Cascadia Partners to assist with affordable housing amendments.

Cascadia Partners successfully and capably completed a 2019 Affordable Master Planned Development Code Audit Report and 2020 Height and Parking Best Practices Memo for the City that led to the development of the City's Affordable Master Planned Development amendments. Thus, they are familiar with the challenges and obstacles within our unique community and the complexity of writing code to incentivize affordable housing development.

The Review Team expressed concern that the Salt Lake City Fehr & Peers consultant may present conflicts. Also, there was only one response to the RFP, making it difficult to compare the proposed fee with other firms, and the Review Team questioned the need and cost for a standalone sub-consultant [Buro Happold] for sustainability. However, the Review Team felt Lisa Wise Consulting, Cascadia Partners, and Fehr & Peers—pending removal of any potential conflict with the Salt Lake City office—presents a solid team to complete the requested project.

As a result, the Review Team interviewed Lisa Wise Consulting and sub-consultants on March 16, 2023. Again, impressed with the consultants, the Review Team requested that Lisa Wise Consulting modify their submittal to select a Fehr & Peers office outside of the Salt Lake City area, to remove Buro Happold as a sub-consultant and incorporate the sustainability analysis in the affordable housing and transportation amendments, and to evaluate opportunities to reduce the fee if lot combination and parking requirements were removed from the proposal and shifted to internal staff. Additionally, the Review Team requested Lisa Wise Consulting consider keeping their direct participation in Planning Commission work sessions, but reducing participation in public hearings once the Commission and Council's input and direction was incorporated into proposed amendments.

On April 20, 2023, Lisa Wise Consulting submitted a revised scope (Exhibit C) and reduced the fee by $107,800 for a total of $258,915 (Exhibits D). Lisa Wise Consulting worked with Fehr & Peers to obtain sub-consultant services from the Denver office to avoid any potential conflicts with the Salt Lake City office and removed Buro Happold,

incorporating the sustainability elements into the affordable housing and transportation demand management amendments. Lastly, they reduced participation in public hearings after initial input was provided through work sessions as requested.

Funding

The FY23 Planning budget does not directly include or contemplate funding a large Land Management Code consultant fee. Due to the unplanned and considerably significant request, we must pool resources mid-fiscal year between Transportation Planning ($40,000), Planning ($20,000), and the City Manager and City Council Contingency ($198,915) to support the contract.

As a result, the Planning team requests Council direction to award the contract to Lisa Wise Consulting or reissue the RFP altogether. Lisa Wise Consulting is available to answer Council questions regarding their proposed scope and fee during the May 11 meeting.

Exhibits

Exhibit A: Original Lisa Wise Consulting RFP Response
Exhibit B: Draft Professional Services Agreement and Revised Scope of Work
Exhibit C: Revised Fee

LWC

PARK CITY MUNICIPAL CORPORATION

Land Management Code Amendment Consultant Services

Response to Request for Proposals

March 10, 2023

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1. LETTER OF INTRODUCTION

March 10, 2023

Ms. Rebecca Ward and Selection Committee
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060
rebecca.ward@parkcity.org

RE: Lisa Wise Consulting, Inc. (LWC) Proposal for Land Management Code Amendment Consultant Services

Ms. Ward and Selection Committee,

It is a pleasure to submit our proposal for the Land Management Code Amendment Consultant Services opportunity. As an urban planning firm dedicated to assessing and updating zoning codes and developing strategies to accelerate the productions of affordable housing, this is a target project for us. The following scope of work, timeline, and budget are based on direction in the RFP, information gathered at the pre-submission meeting, the City's responses to our questions, and our experience on similar engagements. While we are confident that this is an effective approach, we are more than willing to work with the City to refine the proposal to meet the City's expectations.

LWC was founded in 2006 and has grown to a staff of 20, with offices in San Francisco, Los Angeles, and San Luis Obispo. We have participated on complex code engagements throughout California and the U.S., as well as code audits and updates in the Kingdom of Saudi Arabia. We are fully committed to the highest quality work and developing innovation solutions to help make cities more equitable and sustainable for their residents and visitors. Our relies on this commitment, as well as our skills at forming strong partnerships and our capable and experienced business support staff, all of which enables us to track project performance, make adjustments as needed, and anticipate project needs before they occur. As indicated in the proposal, Jennifer Murillo, AICP will serve as the LWC Project Manager and main point of contact. Jen has over 17 years of urban planning experience, including 10 years with the Town of Mammoth Lakes. Her contact information is: 805.595.1345, jennifer@lisawiseconsulting.com. Jen will be supported by myself and Roger Eastman, AICP, with 30 years of planning and land management code experience between us, in addition to the entire LWC staff.

Given the City's priorities, we have also brought together national experts in key fields to the Consultant Team. They will support LWC in assessing opportunities and constraints to attaining City goals and develop recommended alternatives for effective implementation. Team responsibilities include:

LWC – Project management, community engagement, historic district regulations, code amendments, project delivery
Cascadia Partners – Data-driven recommendations aimed at the creation of 800 affordable units by 2026
Buro Happold – Identification of gaps, opportunities, and best practices in net-zero carbon strategies
Fehr & Peers – TDM requirements and improving transit, trails, and connectivity

We have read, understand, and are able to comply with the tenets of the Professional Service Agreement (Exhibit A) and insurance requirements therein.

Sincerely,

Lisa Wise, AICP
President, CEO
lisa@lisawiseconsulting.com | 805.595.1345

2. PROPOSED SCOPE OF WORK AND TIMELINE

Proposed Scope of Work

Park City Municipal Corporation ("PCMC" or the "City") seeks a proposal to amend the Land Management Code to implement strategies outlined in the 2014 Park City General Plan and the Park City Vision 2020 related to the construction of 800 affordable housing units by 2026, attaining net-zero carbon and 100% renewable electricity by 2030, and advancing programs, projects, and policies that help mitigate impacts and provide more viable automobile alternatives through increased transit, active transportation, and other options that reduce single-occupant vehicles and vehicle miles traveled. The City is also requesting clarifications to historic district regulations for lot combinations and parking and driveway standards.

This Scope of Work outlines technical and innovative approaches to successfully complete the project by November 20, 2023.

Task 1: Project Management

LWC will communicate and coordinate with City staff and monitor and direct the project to ensure successful achievement of milestones and timely completion of tasks within the given budget.

Task 1.1: Internal Team. LWC will facilitate weekly internal meetings with City staff to discuss progress on project schedule, budget, and tasks and develop adjustments as needed.

Task 1.2: Proposed Schedule. See Timeline for Project Completion. LWC will refine and maintain an updated schedule throughout the project.

Deliverables:

- *Weekly Meetings, Including Agendas and Summary Notes.*

Task 2: Initial Report

LWC, with support from the Consultant Team, will review and analyze the Land Management Code (Title 15 of the Municipal Code) and related documents, such as the 2014 General Plan, Vision 2020, 2021 Housing Needs Assessment, 2023 Amended Five-Year Moderate Income Housing Plan, 2016 TDM Plan, 2016 Short Range Transit Development Plan, 2022 Park City Forward (Transportation Blueprint), 2021 Strategic Action Plan for Building Decarbonization, 2019 Climate Action Plan, 2019 Affordable Master Planned Development Code Audit Report, and applicable sections of the Utah Code.

Based on this review, the Consultant Team will complete an Initial Report of existing obstacles and opportunities in the Land Management Code for achieving the City's affordable housing, sustainability, transportation, and historic district goals. The Initial Report will include barriers that restrict the market's ability to deliver affordable units (4-5 zones analyzed), examples of best practices, and successful implementation of relevant code amendments in similar mountain resort towns and communities, such as incentives that are calibrated to attract market interest. LWC will develop the approach and outline for the Report, which will be reviewed and approved with City staff prior to drafting.

Deliverables:

- *Initial Report Outline*
- *Initial Report (Administrative Draft and Public Review Draft).*

Task 3: Recommended Amendments

Based on the Initial Report and stakeholder input, LWC, with the support of the Consultant Team, will produce a Recommended Land Management Code Amendments Report with a redline draft(s) and draft ordinance(s) for adoption. Proposed amendments will be clear, consistent, forward-thinking, and compliant with the Utah Code. In terms of incentives for affordable housing, the Consultant Team assumes that density bonuses and fee reductions will be tested and proposed.

Deliverables:

- *Recommended Land Management Code Amendments Report (Administrative Draft and Public Review/Hearing Draft).*

Task 4: Advisory Groups

The Consultant Team will participate in meetings, facilitate discussion, and gather feedback from advisory groups that include City staff, Planning Commission liaisons, and community stakeholders focused on affordable housing, missing middle housing, energy, sustainability, greenhouse gas mitigation, and active transportation.

Deliverables:

- *Participation in Advisory Group Meetings (4 Meetings).*

Task 5: Public Engagement

LWC will collaborate with the PCMC Communications Team and develop a plan for effective public engagement to encourage a diverse representation of community participation in the project and gather input on the proposed amendments. The Consultant Team anticipates the following activities for scoping purposes. However, the Team will work with the City to develop the most effective engagement strategy.

Task 5.1: Focus Group Meetings (8 meetings, 1 day). LWC, with support from the Consultant Team, will hold a series of 45-minute focus group meetings with stakeholders interested in and knowledgeable about the priorities of the amendments.

Task 5.2: Workshop (1). LWC and the Consultant Team will collaborate with City staff in preparation for a community workshop early in the project to solicit input on obstacles and opportunities for code amendments. The Consultant Team will conduct the workshop to facilitate the exchange of information on the project, answer questions, and gather feedback on the community's perspectives and preferences. The Consultant Team will use live polling and other interactive tools to share and gather input.

Task 5.3: Survey (1). Working with the City, LWC will prepare an online survey to be hosted on the project webpage. The survey questions will be based on feedback gathered during the focus group meetings and community workshop. The survey will not exceed 20 closed-ended questions, will be designed to gain the most targeted information possible without overburdening respondents, and will end with an open-ended question ("Do you have anything else to add?") followed by space to provide a narrative response. LWC will include a summary of comments to the open-ended question for the City's review.

Task 5.4: Open House (1). LWC, with support from the Consultant Team, will collaborate with staff in the preparation of an informational open house on the Public Review/Hearing Draft Recommended Land Management Code Amendments.

Task 5.5: Website. LWC will work closely with City direction and approval to create, maintain, and update a webpage on the Park City Planning Department website that provides clear and concise summaries of proposed amendments with illustrations, graphics, and maps as appropriate to effectively inform and engage the community.

Deliverables:

- *Prepare for and attend Focus Group Meetings (8), Workshop (1), and Open House (1).*
- *Prepare and summarize Survey (1).*
- *Create and maintain Website.*

Task 6: Work Sessions

LWC, with support from the Consultant Team, will conduct two work sessions with the Planning Commission, one to discuss the Initial Report and another to discuss the Public Review/Hearing Draft Recommended Land Management Code Amendments. The Consultant Team will prepare presentations and summarize input from the work sessions.

Deliverables:

- *Prepare for and attend Work Sessions (2), including Presentations and Summary Notes.*

Task 7: Public Hearings

LWC will present the Public Review/Hearing Draft Recommended Land Management Code Amendments and summary notes from the open house and second Planning Commission work session at one Planning

Commission hearing and one City Council hearing. With City review and approval, LWC will prepare presentations and summarize comments from the hearings.

Deliverables:

- *Prepare for and attend Hearings (2), including Presentations and Summary Notes.*

Task 8: Revisions

LWC will revise the ordinance(s) as directed by the Planning Commission or City Council.

Deliverables:

- *Revised and Final Ordinance(s).*

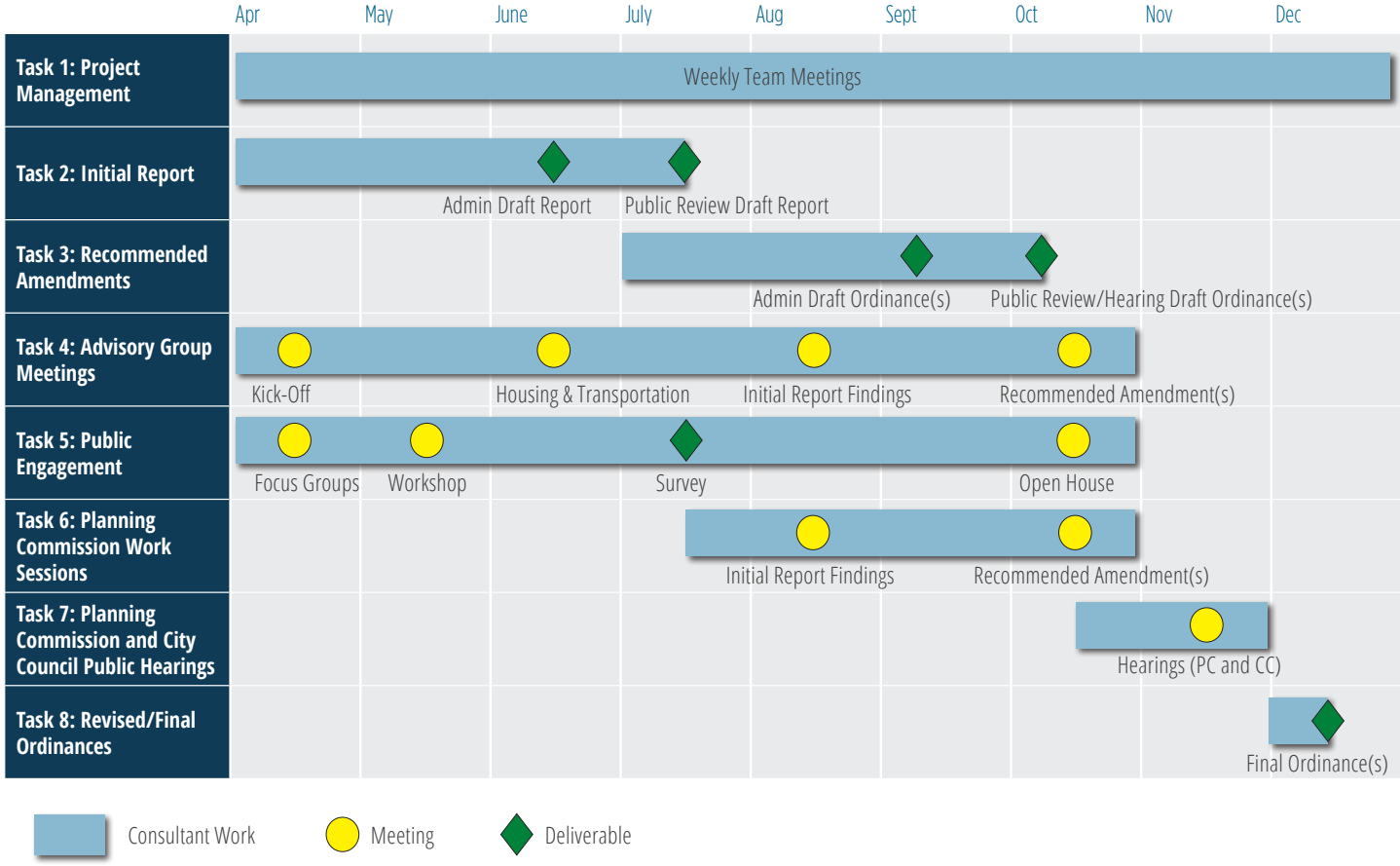
Optional Tasks:

- Public Hearing Draft Ordinances
- Net Zero Planning Tool (tracks impact of land use decisions on GHG emissions)

Assumptions:

- Amendments will only be drafted for the Land Management Code (Title 15 of the Municipal Code).
- All deliverables will be provided in electronic format.
- City staff will provide comments on draft materials as a single set of non-conflicting and actionable comments. The City's comments will include comments from the City Attorney as appropriate and determined by City staff.
- City staff will prepare staff reports and notices for Planning Commission and City Council meetings.
- City staff will conduct all noticing efforts and provide any translations or interpretation services.
- LWC in-person attendance is assumed for the open house. LWC assumes virtual attendance at all other meetings; however, LWC is willing to make adjustments in coordination with the City.

Timeline for Project Completion



LISA WISE, AICP

President, Owner

LWC

As a certified planner, Lisa has over 30 years of experience in land development code audits and updates, specific plans, housing policy, financial feasibility analysis, and the economic assessment of land use. Lisa is considered a national expert on code reform and the former Treasurer and Chair of the Form Based Code Institute (FBCI) as well as certified instructor for the FBCI courses.

Lisa has been directly responsible for a variety of projects that assess land use regulation, develop strategies for code updates, and support more vibrant and resilient communities. These include 70 code audits and updates, 35 economic engagements, 23 master and specific plans, 40 housing elements updates, and inclusionary and employee housing studies. Her work also includes Project Manager of Form Based Code Framework and Update in Riyadh (7 million pop.) as well as a Code Assessment and Comprehensive Code and Map Update in Columbus, OH (920,000 pop.).

Lisa holds a Master's Degree in Accountacy from the University of De Paul in Chicago and a Master's in City and Regional Planning from California Polytechnic in San Luis Obispo, CA where she is adjunct staff and lectures on Real Estate Finance and Housing.

Relevant Project Experience:

- Alameda County, CA, Ashland Cherryland Business District Specific Plan Update and Form-Based Code
- Austin, TX, Land Development Code Update
- Benicia, CA, Mixed-Use Master Plan and Form-Based Code
- Cincinnati, OH, Neighborhood Annexation Form Based Code Study
- Columbus, OH, Zoning Code Assessment and Update Strategy
- Flagstaff, AZ, Zoning Ordinance Update
- Hayward, CA, Downtown Specific Plan and Form-Based Code
- Henderson, NV, Land Use and Development Code Audit and Update
- Las Vegas, NV, Downtown Form-Based Code
- Livermore, CA, Development Code Update
- Lompoc, CA, Zoning Code Update
- Malibu, CA, Zoning Code and Local Implementation Plan Update
- Mesa, AZ, Form-Based Code and Regulating Plan
- NEOM, Saudi Arabia, Form Based Code Framework
- Oklahoma City, OK, Code Audit and Update Strategy
- Petaluma, CA, SMART Rail Station Areas: TOD Master Plan
- Richmond, CA, Livable Corridors Plan and Form-Based Code
- Riyadh, Saudi Arabia, Strategic Zoning Framework, Form-Based Code Strategy, and Zoning Code Update
- Soledad, CA, Downtown Specific Plan, Vision, and Form-Based Code
- Tehachapi, CA, Zoning Code Update, Housing Element 4th/5th Cycle
- Vacaville, CA, Land Use and Development Code Audit and Update
- Westerville, OH, Zoning Code Update
- Woodland, CA, Comprehensive Zoning Code Update

PAST WORK EXPERIENCE

California Polytechnic State University
San Luis Obispo, CA, Adjunct Faculty, 2002 - Present

Crawford, Multari & Clark Associates
San Luis Obispo, CA, Professional Consultant, 2001 - 2006

Governor's Office of Planning & Research
Sacramento, CA, Intern, 1999 - 2000

PricewaterhouseCoopers, LLP
New York, NY, Financial Services Manager, 1990 - 1999

EDUCATION

California Polytechnic State University
San Luis Obispo, CA, Master of City & Regional Planning, 2001

DePaul University
Chicago, IL, M.S. Accountancy, 1990

University of Cincinnati
Cincinnati, OH, B.S. Business Administration in Marketing & Finance, 1987

CERTIFICATIONS & MEMBERSHIPS

American Planning Association (APA)
2001 - Present

Certified Public Accountant, 1991

Congress for the New Urbanism (CNU)
2003 - Present
Paul Crawford Award for Excellence in Planning, 2017

Form-Based Code Institute
Chair, 2015 - 2018; Treasurer, 2014 - 2015

Dean's Leadership Council
California Polytechnic State University, College of Architecture and Environmental Design
2018 - Present

JEN MURILLO, AICP

Director

LWC

Jen has over 17 years of experience in housing, development code and zoning ordinance updates, specific plans, short-term rental ordinances, and implementation strategies. Jen has consistently led increasingly complex projects, including comprehensive code updates in Lompoc, Pismo Beach, and Westerville, OH, as well as 6th Cycle Housing Element updates in Temple City, Beaumont, San Gabriel, Santa Maria, Pleasanton, Los Altos, and Richmond.

Jen's strengths include working with communities to establish guiding principles, crafting and refining policies and programs that are legally compliant, implementing a community's vision, and vetting programs for unintended outcomes to ensure final recommendations account for market realities and local context. Jen also has strong public engagement skills and experience grounded in maintaining open lines of communication, raising public awareness, and building relationships aimed at feasible implementation strategies.

She holds a Master of Business Administration from Indian University and Bachelor of Arts degrees in Environmental Studies and Geography from University of California, Santa Barbara.

Relevant Project Experience:

- Alameda County, CA, 6th Cycle Housing Element Update
- Beaumont, CA, 6th Cycle Housing Element Update, Objective Design Standards, and ADU Ordinance
- CivicWell (formerly Local Government Commission), Local Funding Guidebook
- Los Altos, CA, 6th Cycle Housing Element Update
- Lompoc, CA, Zoning Code Update
- Long Beach, CA, Short-Term Rental Housing Program and Regulations
- Mammoth Lakes, CA, Conceptual Land Use Plan, The Parcel
- Mammoth Lakes, CA, 5th Cycle Housing Element Update
- Mammoth Lakes, CA, Zoning Code Update
- Marin County, CA, Code Amendments
- Marin County, CA, Objective Design Standards, SB 35 Procedures
- Moraga, CA, Downtown Specific Plan Implementation
- Morgan Hill, CA, Monterey Corridor Form-Based Code
- Pismo Beach, CA, Zoning Code and Coastal Implementation Plan Update
- Pleasanton, CA, 6th Cycle Housing Element Update
- Richmond, CA, 6th Cycle Housing Element Update, Housing Equity Roadmap
- Santa Maria, CA, 6th Cycle Housing Element Update and Market Analysis
- Santa Maria, CA, HUD Fair Housing Analysis
- San Gabriel, CA, 6th Cycle Housing Element Update, Density Bonus Program, Inclusionary Housing Ordinance, and ADU Guidebook
- San Pablo, CA, Priority Development Area Implementation Plan
- Tehachapi, CA, Oak Tree Village Specific Plan
- Temple City, CA, 6th Cycle Housing Element Update
- University of Hawaii at Manoa, Infrastructure Master Plan Financial Analysis
- Westerville, OH, Zoning Code Update

PAST WORK EXPERIENCE

California Polytechnic State University
San Luis Obispo, CA, Part-time Faculty, 2018 - Present

Town of Mammoth Lakes, CA
Senior Planner
March 2014 - August 2015

Town of Mammoth Lakes, CA
Associate Planner
December 2007 - February 2014

Town of Mammoth Lakes, CA
Assistant Planner
June 2006 - November 2007

EDUCATION

Indiana University
Bloomington, IN, Master of Business Administration

University of California, Santa Barbara
B.A., Environmental Studies
B.A., Geography

CERTIFICATIONS & MEMBERSHIPS

American Institute of Certified Planners
2015 - Present

American Planning Association
2013 - Present

Association of Environmental Professionals
2013 - Present

ROGER E. EASTMAN, AICP

Director of Development Codes & Planning

LWC

Roger brings over 30 years of land use planning experience with an emphasis on writing effective land development codes, form based codes, code assessments and update strategies, and ensuring consistency and compliance across jurisdictional land use policy.

As the Director of Development Codes and Planning at LWC, Roger is responsible for the accuracy, timeliness, and completeness of all Development Code deliverables, with a focus on effective streamlining, best practices, legal compliance and client satisfaction. Roger also serves on the Steering Committee of the Form Based Code Institute (FBCI) and is a certified instructor of FBCI training courses.

Roger's previous experience includes 10 years as the Comprehensive Planning and Code Administrator for the City of Flagstaff where he oversaw a comprehensive Cide-wide Zoning Code Update that won two Arizona APA Chapter awards. Roger also served as Senior Planner with the City of Sedona, AZ from 1991 to 2006.

Roger's experience also includes direct responsibility on:

- Austin, TX, Land Development Code Update
- Columbus, OH, Zoning Code Assessment and Update Strategy
- Compton, CA, Artesia State Transit-Oriented Development Specific Plan
- Flagstaff, AZ, Sign Standards and Dark Skies Ordinance Update
- Henderson, NV, Development Code Update
- Iowa City, IA, Form-Based Code
- Kingman, AZ, Zoning Code Update
- Las Vegas, NV, Downtown Form-Based Code
- La Quinta, CA, Highway 111 Form-Based Code
- Lompoc, CA, Zoning Code and Sign Code Update
- Marin County, CA, Code Amendments and Sign Code Rewrite
- Orange, CA, Sign Regulations Update
- Portland, ME, Comprehensive Sign Code Update
- Richmond, CA, South Shore Specific Plan
- Riyadh, Saudi Arabia, Strategic Zoning Framework and Form-Based Code Strategy
- Riyadh, Saudi Arabia, Urban Code Update
- Rohnert Park, CA, Form-Baed Code for the Downtown District
- San Carlos, CA, Strategic Zoning Ordinance Amendments
- NEOM, Saudi Arabia, Form Based Code Framework and Update.
- Tempe, AZ, Transportation Overlay District Code Update
- Vacaville, CA, Land Use and Development Code Audit and Update
- Vallejo, CA, Zoning Ordinance Update, including Sign Code Update
- Westerville, OH, Zoning Code Update

PAST WORK EXPERIENCE

City of Flagstaff, AZ
- Comprehensive Planning and Code Administrator
- April 2006 - June 2016

City of Sedona, AZ
- Senior Planner
- February 1991 - April 2006

Vincent Leggo & Associates
- Consultant Planner
- 1983-1985

EDUCATION

University of Witwatersrand, Johannesburg
- B.S., Town and Regional Planning

CERTIFICATIONS & MEMBERSHIPS

AGIS Supervisors Academy
- Certificate in Supervision Skills

Congress for the New Urbanism (CNU)

Form-Based Code Institute (FBCI)
- Vice Chair, 2018-2019
- Board Member, 2016-2019
- Resource Council Member, 2019-Present
- Steering Committee Member
- Form-Based Codes Training Instructor.

American Planning Association (APA)
- Member, 1993-Present
- Treasurer, 2018-Present
- AICP certification, 2004-Present; #019153
- Board member Arizona Chapter- Membership Director and Professional Development Officer 2015-2017; Treasurer 2018-2019

Organization Chart

PARK CITY 1884

Lead Consultant

LWC

Team of professionals committed to effective zoning codes for more resilient, attractive, and livable cities

Subconsultants

CASCADIA PARTNERS

Experts in data-driven affordable housing strategies

FEHR PEERS

Nationally-recognized leaders in sustainable transportation

BURO HAPPOLD

Global engineering and design firm dedicated to sustainable energy systems

**Information on any team member is available immediately on request from the City.*

4. COMPLETION OF SIMILAR CONTRACTS

Lisa Wise Consulting, Inc. (LWC)

Town of Mammoth Lakes, CA

Conceptual Land Use Plan

LWC Project Manager:
Jennifer Murillo, AICP

Reference:
Sandra Moberly
Community and Economic Development Director
(760) 965-3633
smoberly@townofmammothlakes.ca.gov

Completed on-time:
April 2019 – December 2019

Completed within budget:
$400,000

LWC was retained by the Town of Mammoth Lakes to create a Conceptual Land Use Plan (Plan) for a 25-acre site slated for affordable housing. Mammoth Lakes is a top resort destination for skiing and snowboarding, as well as the gateway to Yosemite National Park and Mono Lakes. LWC led the planning process and managed a team of urban designers, civil engineers, and affordable housing developers.

LWC also spearheaded the community outreach program featuring online surveys, public meetings, joint Planning & Economic Development Commission and Town Council workshops, and a four-day design charrette to determine the community's vision and distill it into a feasible development plan.

The final Plan established a detailed development program with 400 – 450 affordable units in a variety of housing and unit types, with opportunities for rental and ownership. In December 2019, the Town Council unanimously accepted the final concept plan. Phase 1 entitlements were approved, construction started in February 2021, and occupancy is scheduled for fall of 2023.

City of Las Vegas, NV

Downtown Form-Based Code

LWC Project Manager:
Lisa Wise, AICP
Roger Eastman, AICP

Reference:
Michael Howe, AICP, LEED-GA
Planning Project Manager
(702) 229-6821
mphowe@lasvegasnevada.gov

Completed on-time:
Phases 1, 2, and 3 adopted. Phase 4 to be adopted in Spring 2023.

Completed within budget:
$390,000

The City of Las Vegas hired LWC to develop a Form-Based Code (FBC) to implement the Vision 2045 Downtown Las Vegas Master Plan in four key districts. Working collaboratively with City staff, LWC initiated the project with a deep dive into current conditions and development patterns and an audit of existing zoning regulations, then developed a framework for incorporating the FBC into the City's Unified Development Code. LWC partnered with the Form-Based Code Institute (FBCI) and the City to facilitate five FBC workshops.

- Phase 1, Las Vegas Medical District FBC, was adopted in October 2018, making it the first FBC in the State of Nevada.
- Phase 2, Fremont East District FBC, was adopted in October 2019.
- Phase 3, Historic Westside District FBC, 3 was adopted in January 2021.
- Phase 4, Arts District FBC, was completed in December 2021 and expected to be adopted in Spring 2023.

In 2019, the FBC was recognized by the Nevada Chapter of the American Planning Association with an Outstanding Implementation Plan Award.

City of Fargo, ND

Land Development Code Diagnostic and Alternatives

LWC Project Manager:
Lisa Wise, AICP
Roger Eastman, AICP

Reference:
Nicole Crutchfield
Director of Planning & Development
(701) 241-1474
ncrutchfield@fargond.gov

Completed on-time:
April 2019 – September 2020

Completed within budget:
$197,500

The City of Fargo, North Dakota hired LWC to lead a diagnostic assessment of the City's Land Development Code (LDC) and prepare alternatives for next steps (Project). The Project is the first phase in creating a regulatory framework that implements the vision set in the 2012 Comprehensive Plan (Go2030). The Go2030 vision emphasizes infill development, strengthening neighborhoods, housing near the local university, revitalizing the historic Downtown and commercial centers, reducing sprawl, and enabling affordable housing options.

LWC conducted a comprehensive review and assessment of the LDC and its effectiveness to implement the land use policies of Go2030, compliance with state and federal law, clarity and consistency in the development review process, user friendliness, impact on economic and fiscal performance, and opportunities to apply best practices. The findings of the analysis were summarized in a Diagnostic Report and presented to the Planning Commission for consideration.

City of San Gabriel, CA

Housing Element, Density Bonus and Inclusionary Housing Ordinances, ADU Guidebook, Anti-Displacement Materials

LWC Project Manager:
Jennifer Murillo, AICP

Reference:
Samantha Tewasart
Planning Manager
(626) 308-2806 Ext. 4623
stewasart@sgch.org

Completed on-time:
Adopted February 2022
HCD* Certified February 2022

Completed within budget:
$290,688

* California Department of Housing and Community Development

The City of San Gabriel hired LWC to lead its 6th Cycle Housing Element update. Though a mostly built-out community, San Gabriel was committed to complying with State housing law, accelerating the production of appropriately-scaled and priced homes, and preserving housing units across all income levels. The City partnered with LWC to develop critical implementation programs to support these housing goals.

Prior to updating the Housing Element, LWC prepared an illustrated ADU Guidebook based on the City's newly adopted ADU ordinance, followed by assuring compliance with newly established State guidelines for affirmatively furthering fair housing (AFFH) in Phase 1. In Phase 2, LWC focused on analyzing and updating the City's Density Bonus program and drafting an Inclusionary Housing ordinance.

The Housing Element Update was informed by a robust community engagement featuring community meetings, City Council and Planning Commission study sessions and hearings, and outreach aimed at special interest groups, neighborhood groups, and underserved portions of community. Additionally, LWC worked with the City to protect existing tenants from displacement by promoting public awareness of tenants' rights through user-friendly fliers appropriate for translation, posting online, and physical distribution.

Cascadia Partners

Park City Affordable Housing Density Bonus Program | Park City, UT

Park City hired Cascadia Partners to complete a comprehensive audit and overhaul of their affordable housing density bonus program aimed at a market-feasible affordable informed program.

Tahoe Housing Initiative | Lake Tahoe, CA

Cascadia Partners led a financial feasibility analysis to test the impact of potential code changes being contemplated by the Tahoe Regional Planning Agency (TRPA) on residential development for various zones within the Tahoe Basin.

Fort Collins Code Update | Ft. Collins, CO

Cascadia Partners developed feasibility modeling to shape the approach to the code update focused on Neighborhood Gentrification Typology, Access to Opportunity Indices, and Housing Affordability Modeling.

Fehr & Peers

Park City, UT | Transportation Demand Management

Fehr & Peers was retained by Park City to assist with researching and developing a Transportation Demand Management (TDM) plan to reduce vehicle miles traveled (VMT) and related traffic impacts of single occupant vehicles (SOV) during peak day and peak hours. The project was delivered on time and within budget.

Park City, UT | Short Range Transit Plan

Fehr & Peers is supporting the City in developing an updated short range transit plan. This plan has included extensive public and stakeholder engagement to develop goals, visions, and feedback on alternatives which included revisions to routes, bus rapid transit corridors, schedule modifications, park-and-ride strategies, provisions for flexible transit services, and potential autonomous transit operations for long-term consideration.

Buro Happold

The George S. and Dolores Dore Eccles Theater | Salt Lake City, UT

Buro Happold conducted an extensive energy analysis and developed conservation measure analytics to meet strict energy guidelines, maintain a comfortable environment, and ensure a LEED Gold rating for the theater.

1.5° Celsius: Aligning New York City with Paris Climate Agreement | New York, NY

Buro Happold prioritized 31 actions and assessed their impacts on greenhouse gas emissions, cost, and benefits such as job creation, affordability, and resilience.

San Diego County Renewable Energy Overlay District Study | San Diego, CA

Buro Happold conducted a geographic assessment of areas in unincorporated San Diego County for utility-scale renewable energy technology development potential, including solar photovoltaics, concentrated solar power, and wind turbines.

** More detailed information on similar contracts is available immediately on request from the City.*

5. LWC REFERENCES

CLIENT AND SERVICE PROVIDED (LWC)	REFERENCE NAME, PHONE, AND EMAIL
Town of Mammoth Lakes, CA Conceptual Land Use Plan (see page 8)	Sandra Moberly Community and Economic Development Director Tel: (760) 965-3633 email: smoberly@townofmammothlakes.ca.gov
City of Fargo, ND Land Development Code Diagnostic and Alternatives Recommendations (see page 9)	Nicole Crutchfield Director of Planning & Development Tel: (701) 241-1474 email: ncrutchfield@fargond.gov
City of Las Vegas, NV Downtown Form Based Code (see page 9)	Michael Howe, AICP, LEED-GA Planning Project Manager Tel: (702) 229-6821 email: mphowe@lasvegasnevada.gov
City of San Gabriel, CA Housing Element, Density Bonus and Inclusionary Housing Ordinances, ADU Guidebook, Anti-Displacement Materials (see page 10)	Samantha Tewasart Planning Manager Tel: (626) 308-2806 Ext. 4623 email: stewasart@sgch.org

6. FEE

Park City Municipal Corporation - Land Management Code Amendment															
		Principal $295		Director $250		Senior $195		Lead Associate $175		Associate $155		Total	
LISA WISE CONSULTING, INC.		Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee
Task 1	Project Management												
1.1	Internal Team Meetings (28, weekly)	4	$ 1,180	28	$ 7,000	28	$ 5,460	14	$ 2,450	7	$ 1,085	81	17,175
1.2	Proposed Schedule	-	$ -	4	$ 1,000	6	$ 1,170	2	$ 350	-	$ -	12	2,520
	SUBTOTAL - TASK 1	4	$ 1,180	32	$ 8,000	34	$ 6,630	16	$ 2,800	7	$ 1,085	93	$ 19,695
Task 2	Initial Report												
2.1	Administrative Draft	4	$ 1,180	16	$ 4,000	24	$ 4,680	32	$ 5,600	32	$ 4,960	108	$ 20,420
2.2	Public Review Draft	1	$ 295	4	$ 1,000	16	$ 3,120	16	$ 2,800	24	$ 3,720	61	$ 10,935
	SUBTOTAL - TASK 2	5	$ 1,475	20	$ 5,000	40	$ 7,800	48	$ 8,400	56	$ 8,680	169	$ 31,355
Task 3	Develop Recommended Amendments												$ -
3.1	Administrative Draft	12	$ 3,540	24	$ 6,000	40	$ 7,800	60	$ 10,500	60	$ 9,300	196	$ 37,140
3.2	Public Review/Hearing Draft	8	$ 2,360	12	$ 3,000	20	$ 3,900	24	$ 4,200	32	$ 4,960	96	$ 18,420
	SUBTOTAL - TASK 3	20	$ 5,900	36	$ 9,000	60	$ 11,700	84	$ 14,700	92	$ 14,260	292	$ 55,560
Task 4	Advisory Group Meetings											-	$ -
4.1	Advisory Group Meetings (4)	4	$ 1,180	16	$ 4,000	24	$ 4,680	24	$ 4,200	24	$ 3,720	92	$ 17,780
	SUBTOTAL - TASK 4	4	$ 1,180	16	$ 4,000	24	$ 4,680	24	$ 4,200	24	$ 3,720	92	$ 17,780
Task 5	Public Engagement												
5.1	Focus Group Meetings (1 day, 8 mtgs)	2	$ 590	12	$ 3,000	16	$ 3,120	16	$ 2,800	16	$ 2,480	62	$ 11,990
5.2	Workshop (1)	-	$ -	8	$ 2,000	16	$ 3,120	16	$ 2,800	16	$ 2,480	56	$ 10,400
5.3	Survey (1)	2	$ 590	12	$ 3,000	16	$ 3,120	24	$ 4,200	32	$ 4,960	86	$ 15,870
5.4	Open House (1)	8	$ 2,360	16	$ 4,000	24	$ 4,680	16	$ 2,800	16	$ 2,480	80	$ 16,320
5.5	Website	-	$ -	8	$ 2,000	16	$ 3,120	40	$ 7,000	12	$ 1,860	76	$ 13,980
	SUBTOTAL - TASK 5	12	$ 3,540	56	$ 14,000	88	$ 17,160	112	$ 19,600	92	$ 14,260	360	$ 68,560
Task 6	Planning Commission Work Sessions												
6.1	Initial Report Session	2	$ 590	12	$ 3,000	16	$ 3,120	8	$ 1,400	8	$ 1,240	46	$ 9,350
6.2	Public Review/Hearing Draft Session	2	$ 590	12	$ 3,000	16	$ 3,120	8	$ 1,400	8	$ 1,240	46	$ 9,350
	SUBTOTAL - TASK 6	4	$ 1,180	24	$ 6,000	32	$ 6,240	16	$ 2,800	16	$ 2,480	92	$ 18,700
Task 7	Planning Commission and City Council Public Hearings												
7.1	Planning Commission Hearing	2	$ 590	12	$ 3,000	12	$ 2,340	8	$ 1,400	4	$ 620	38	$ 7,950
7.2	City Council Hearing	2	$ 590	12	$ 3,000	12	$ 2,340	8	$ 1,400	4	$ 620	38	$ 7,950
	SUBTOTAL - TASK 7	4	$ 1,180	24	$ 6,000	24	$ 4,680	16	$ 2,800	8	$ 1,240	76	$ 15,900
Task 8	Revised/Final Ordinances												
8.1	Revised Ordinance	1	$ 295	8	$ 2,000	12	$ 2,340	12	$ 2,100	8	$ 1,240	41	$ 7,975
8.2	Final Ordinance	-	$ -	2	$ 500	8	$ 1,560	4	$ 700	2	$ 310	16	$ 3,070
	SUBTOTAL - TASK 8	1	$ 295	10	$ 2,500	20	$ 3,900	16	$ 2,800	10	$ 1,550	57	$ 11,045
Lisa Wise Consulting, Inc.		54	$ 15,930	218	$ 54,500	322	$ 62,790	332	$ 58,100	305	$ 47,275	1,231	$ 238,595
SUBCONSULTANTS													
Cascadia Partners													$ 81,720
Buro Happold													$ 31,600
Fehr & Peers													$ 14,800
Subconsultant Total												$	128,120
Project Total												$	366,715

7. LEGAL PROCEEDINGS AND CONFLICTS

There are no real or perceived conflicts of interest that would impact LWC or LWC's subconsultants in the completion of the project. There have been no legal proceedings against LWC, LWC's employees or subcontractors in the last five years.

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SAN LUIS OBISPO

SAN FRANCISCO

LOS ANGELES

LWC

LISAWISECONSULTING.COM | 805-595-1345

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

This Service Provider/Professional Services Agreement (the "Agreement") is made and entered into as of this ____ day of _____, 2023, by and between PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation, ("City"), and Lisa Wise Consulting, Inc. a California corporation, ("Service Provider"), collectively, the City and the Service Provider are referred to as (the "Parties)."

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities;

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Service Provider represents that the Service Provider is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the Parties hereto agree as follows:

1. <u>SCOPE OF SERVICES</u>.

The Service Provider shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Service Provider responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as **"Exhibit A"** and incorporated herein (the "Project"). The total fee for the Project shall not exceed Two Hundred Fifty-Eight Thousand Nine Hundred Fifteen Dollars ($258,915).

The City has designated Rebecca Ward or her designee as City's Representative, who shall have authority to act on the City's behalf with respect to this Agreement consistent with the budget contract policy.

2. <u>TERM</u>.

No work shall occur prior to the issuance of a Notice to Proceed which cannot occur until execution of this Agreement, which execution date shall be commencement of the term and the term shall terminate on December 31, 2023, or earlier, unless extended by mutual written agreement of the Parties.

3. <u>COMPENSATION AND METHOD OF PAYMENT</u>.

A. Payments for services provided hereunder shall be made monthly following the performance of such services.

B. No payment shall be made for any service rendered by the Service Provider except for services identified and set forth in this Agreement.

C. For all "extra" work the City requires, the City shall pay the Service Provider for work performed under this Agreement according to the schedule attached hereto as **"Exhibit B,"** or if none is attached, as subsequently agreed to by both Parties in writing.

D. The Service Provider shall submit to the City Manager or her designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Service Provider within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.

E. The Service Provider reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.

F. Service Provider acknowledges that the continuation of this Agreement after the end of the City's fiscal year is specifically subject to the City Council's approval of the annual budget.

4. <u>RECORDS AND INSPECTIONS</u>.

A. The Service Provider shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited
to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall

maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.

B. The Service Provider shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.

C. The Service Provider shall, at such times and in such form as the City may require, make available for examination by the City, its authorized representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement, all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement. The Service Provider shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Service Provider's activities, which relate directly or indirectly to this Agreement.

D. The City is subject to the requirements of the Government Records Access and Management Act, Chapter 2, Title 63G, Utah Code,1953, as amended and Park City Municipal Code Title 5 ("GRAMA"). All materials submitted by Service Provider pursuant to this Agreement are subject to disclosure unless such materials are exempt from disclosure pursuant to GRAMA. The burden of claiming an exemption from disclosure rests solely with Service Provider. Any materials for which Service Provider claims a privilege from disclosure based on business confidentiality shall be submitted marked as "confidential - business confidentiality" and accompanied by a concise statement from Service Provider of reasons supporting its claim of business confidentiality. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. The City will make reasonable efforts to notify Service Provider of any requests made for disclosure of documents submitted under a claim of confidentiality. Service Provider specifically waives any claims against the City related to any disclosure of materials pursuant to GRAMA.

5. <u>INDEPENDENT CONTRACTOR RELATIONSHIP</u>.

A. The Parties intend that an independent Service Provider/City relationship will be created by this Agreement. No agent, employee, or representative of the Service Provider shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Service Provider are not entitled to any of the benefits the City provides for its

employees. The Service Provider will be solely and entirely responsible for its acts and for the acts of its agents, employees, subcontractors or representatives during the performance of this Agreement.

B. In the performance of the services herein contemplated, the Service Provider is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

6. SERVICE PROVIDER EMPLOYEE/AGENTS.

The City may at its sole discretion require the Service Provider to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Service Provider may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION.

A. The Service Provider shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Service Provider's negligent performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Service Provider; and provided further, that nothing herein shall require the Service Provider to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Service Provider expressly agrees that the indemnification provided herein constitutes the Service Provider's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Service Provider claims or recovers compensation from the City for a loss or injury that Service Provider would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the Parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

B. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

8. INSURANCE.

The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees, or subcontractors. The Service Provider shall provide a Certificate of Insurance evidencing:

A. General Liability insurance written on an occurrence basis with limits no less than One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) aggregate for personal injury, bodily injury and property damage.

The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

B. Automobile Liability insurance with a combined single limit of not less than Two Million Dollars ($2,000,000) each accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of owned, hired, and non-owned motor vehicles. This policy must not contain any exclusion or limitation with respect to loading or unloading of a covered vehicle.

C. Professional Liability (Errors and Omissions) insurance (if applicable) with annual limits no less than One Million Dollars ($1,000,000) per occurrence. Service Provider agrees to continue to procure and maintain professional liability insurance coverage meeting these requirements for the applicable period of statutory limitation of claims (or statute of repose, if applicable) after the project completion or termination of this Agreement.

If written on a claims-made basis, the Service Provider warrants that the retroactive date applicable to coverage precedes the effective date of this agreement; and that continuous coverage will be maintained for an extended reporting period endorsement (tail coverage) will be purchased for a period of at least three (3) years beginning from the time that work under this agreement is complete.

D. Workers Compensation insurance and Employers Liability coverage with Workers Compensation limits complying with statutory requirements, and Employer's Liability Insurance limits of at least One Million Dollars ($1,000,000) each accident, One Million Dollars ($1,000,000) for bodily injury by accident, and One Million Dollars ($1,000,000) each employee for

injury by disease.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Service Provider, its employees, agents and subcontractors.

E. Park City Municipal Corporation, its officers, officials, employees, and volunteers are to be covered as additional insureds on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Service Provider including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Service Provider and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance.

F. Should any of the above described policies be cancelled before the expiration date thereof, Service Provider shall deliver notice to the City within thirty (30) days of cancellation. The City reserves the right to request certified copies of any required policies.

G. The Service Provider's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

H. For any claims related to this Agreement, the Service Provider's insurance coverage shall be primary insurance coverage with respect to Park City Municipal Corporation, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Park City Municipal Corporation, its officers, officials, employees, or volunteers shall be excess of the Service Provider's insurance and shall not contribute with it.

9. <u>TREATMENT OF ASSETS</u>.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any, prepared by the Service Provider pursuant to this Agreement (contingent on City's performance hereunder).

10. <u>COMPLIANCE WITH LAWS AND WARRANTIES</u>.

A. The Service Provider, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs

and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.

B. Unless otherwise exempt, the Service Provider is required to have a valid Park City business license.

C. The Service Provider specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.

D. If this Agreement is entered into for the physical performance of services within Utah, the Service Provider shall register and participate in E-Verify or an equivalent program. The Service Provider agrees to verify employment eligibility through E-Verify, or an equivalent program, for each new employee that is employed within Utah, unless exempted by Utah Code § 63G-12-302.

E. Service Provider shall be solely responsible to the City for the quality of all services performed by its employees or sub-contractors under this Agreement. Service Provider hereby warrants that the services performed by its employees or sub-contractors will be performed substantially in conformance with the standard of care observed by similarly situated companies providing services under similar conditions.

11. <u>NONDISCRIMINATION</u>.

Any Service Provider that enters into an agreement for goods or services with Park City Municipal Corporation or any of its boards, agencies, or departments shall:

A. Implement an employment nondiscrimination policy prohibiting discrimination in hiring, discharging, promoting or demoting, matters of compensation, or any other employment- related decision or benefit against a person otherwise qualified, because of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy- related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.

B. In the performance of this Agreement, Service Provider shall not discriminate on account of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.

C. Incorporate the foregoing provisions in all subcontracts or assignments hereunder and take such actions as may be required to ensure full compliance with the provisions of this policy.

12. ASSIGNMENTS/SUBCONTRACTING.

A. The Service Provider shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Service Provider not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment. Any assignment made without the prior express written consent of the City, as required by this paragraph, shall be deemed null and void.

B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.

C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.

D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Service Provider stating that the subcontractor has used E-Verify, or an equivalent program, to verify the employment status of each new employee, unless exempted by Utah Code § 63G-12-302.

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both Parties. Such amendments shall be attached to and made part of this Agreement.

14. PROHIBITED INTEREST, NO THIRD PARTY RIGHTS AND NO GRATUITY TO CITY EMPLOYEES.

A. No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.

B. Nothing herein is intended to confer rights of any kind in any third party.

C. No City employee who has procurement decision making authority and is engaged in the procurement process, or the process of administering a contract, may knowingly receive anything of value including but not limited

to gifts, meals, lodging or travel from anyone that is seeking or has a contract with the City.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

A. All work proposed by the Service Provider is based on current government ordinances and fees in effect as of the date of this Agreement.

B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an "extra" pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.

C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary, for performing the services herein.

16. TERMINATION.

A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days' written notice to the other party. The Service Provider shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Service Provider shall promptly submit a termination claim to the City. If the Service Provider has any property in its possession belonging to the City, the Service Provider will account for the same, and dispose of it in a manner directed by the City.

B. If the Service Provider fails to perform in the manner called for in this Agreement, or if the Service Provider fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within five (5) working days' written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Service Provider setting forth the manner in which the Service Provider is in default. The Service Provider will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the Parties below. Notice is effective upon the date it was sent, except that a notice of termination pursuant to Paragraph 16 is effective upon receipt. All reference to "days" in this Agreement shall mean calendar days.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in connection with that action or proceeding.

19. JURISDICTION AND VENUE.

A. This Agreement has been and shall be construed as having been made and delivered within the State of Utah and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance.

B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

20. SEVERABILITY AND NON-WAIVER.

A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.

C. It is agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a subsequent waiver of the provisions of this Agreement. No waiver shall be effective unless it is in writing and signed by an authorized representative of the waiving party.

21. ENTIRE AGREEMENT.

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both Parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both Parties recognize time is of the essence in the performance of the provisions of this Agreement.

22. COUNTERPARTS.

This Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

23. ELECTRONIC SIGNATURES.

Each party agrees that the signatures of the parties included in this Agreement, whether affixed on an original document manually and later electronically transmitted or whether affixed by an electronic signature through an electronic signature system such as DocuSign, are intended to authenticate this writing and to create a legal and enforceable agreement between the parties hereto.

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION, a
Utah municipal corporation
445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

_____
Matt Dias, City Manager

Attest:

_____
City Recorder's Office

Approved as to form:

_____
City Attorney's Office

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

LISA WISE CONSULTING, INC.
Address: 983 Osos Street
Address:
City, State, Zip: San Luis Obispo, CA 93401

Tax ID#: _____80-0155045_____
PC Business License# BL_____

_____
Signature

_____
Printed name

_____
Title

THE CITY REQUIRES THE SERVICE PROVIDER TO COMPLETE EITHER THE NOTARY BLOCK OR THE UNSWORN DECLARATION, WHICH ARE BELOW.

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of _____, 20__, personally appeared before me _____, whose identity is personally known to me/or proved to me on the basis of satisfactory evidence and who by me duly sworn/affirmed, did say that he/she is the _____ (*title or office*) of _____, a _____ corporation (or limited liability company), by authority of its Bylaws/Resolution of the Board of Directors (if as to a corporation) or Operating Agreement/Member Resolution (if as to a limited liability company), and acknowledged that he/she signed it voluntarily for its stated purpose as _____ (title) for _____, a _____ corporation (or limited liability company).

_____
Notary Public

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

I declare under criminal penalty under the law of Utah that the foregoing is true and correct. Signed on the ___ day of _____, 20___at
_____ (insert State and County here).

Printed name _____

Signature: _____

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

EXHIBIT "A"

SCOPE OF SERVICES

Scope of Work

Task 1: Project Management

LWC will communicate and coordinate with City staff and monitor and direct the project to ensure successful achievement of milestones and timely completion of tasks within the given budget**.**

1.1 Internal Team Meetings. LWC will facilitate biweekly internal meetings with City staff and the Consultant Team to discuss progress on project schedule, budget, and tasks and develop adjustments as needed.

1.2 Proposed Schedule. LWC will refine and maintain an updated schedule throughout the project.

Deliverables

- *Biweekly Meetings, Including Agendas and Summary Notes*

Task 2: Initial Report

LWC, with support from the Consultant Team, will review and analyze the Land Management Code (Title 15 of the Municipal Code) and related documents, such as the 2014 General Plan, Vision 2020, 2021 Housing Needs Assessment, 2023 Amended Five-Year Moderate Income Housing Plan, 2016 TDM Plan, 2016 Short Range Transit Development Plan, 2022 Park City Forward (Transportation Blueprint), and 2019 Affordable Master Planned Development Code Audit Report.

Based on this review, the Consultant Team will complete an Initial Report of existing obstacles and opportunities in the Land Management Code for achieving the City's affordable housing and transportation. The Initial Report will include barriers that restrict the market's ability to deliver affordable units, examples of best practices, and successful implementation of relevant code amendments in similar mountain resort towns and communities, such as incentives that are calibrated to attract market interest. Specific Initial Report components are detailed below.

The Consultant Team will work with the City to identify up to five zones for a deeper evaluation of barriers to moderate income and affordable housing types. Considerations of the zones to be evaluated include: proximity to transit and services and compatibility of adding housing types such as triplex, quadplex, and other smaller multifamily buildings.

The Consultant Team will also review dimensional and other standards in four zones to identify specific barriers to that would limit the ability to develop priority housing types (e.g., do the setbacks, lot size and coverage or density standards in a particular zone make it challenging to develop a triplex?). Identified barriers will be categorized into high and medium impact to help communicate to the public where trade-offs like increased height and greater bulk are more or less important to achieving increased affordability.

The Consultant Team will prepare a set of best practices to overcoming the zoning barriers identified. To the extent possible, the Consultant Team will select best practices from peer communities, such as high-cost housing markets in mountain/recreational areas.

LWC will develop the approach and outline for the Report, which will be reviewed and approved with City staff prior to drafting.

Deliverables

- *Initial Report Outline*
- *Initial Report (Administrative Draft and Public Review Draft)*

Task 3: Recommended Amendments

Based on the Initial Report and stakeholder input, LWC, with the support of the Consultant Team, will produce a Recommended Land Management Code Amendments Report. The Consultant Team assumes the recommended amendments will be structured as a transit-oriented (TOD) overlay zone that includes modified standards and incentives for affordable housing and transportation demand management-related requirements and/or incentives. In terms of incentives for affordable housing, the Consultant Team assumes that density bonuses and fee reductions will be tested and proposed. The Consultant Team will rely on the City to identify applicable areas for the TOD overlay zone. Proposed amendments will be clear, consistent, and forward-thinking.

Deliverables

- *Recommended Land Management Code Amendments Report (Administrative Draft and Public Review/Hearing Draft Ordinance)*

Task 4: Advisory Groups

The Consultant Team will participate in meetings, facilitate discussion, and gather feedback from two advisory groups: 1) affordable housing advisory group and 2) transportation and transit advisory group. The advisory groups include City staff, Planning Commission liaisons, and community stakeholders. The Consultant Team will prepare materials to facilitate discussion and provide high-level summary notes from each meeting. The Consultant Team anticipates one meeting with each advisory group.

Deliverables

- *Participation in Advisory Group Meetings (2 Meetings)*

Task 5: Public Engagement

LWC will collaborate with the PCMC Communications Team and develop a plan for effective public engagement to encourage a diverse representation of community participation in the project and gather input on the proposed amendments. The Consultant Team anticipates the following activities for scoping purposes. However, the Team will work with the City to develop the most effective engagement strategy.

5.1 Focus Group Meetings (8 meetings, 1 day). LWC, with support from the Consultant Team, will hold a series of 45-minute focus group meetings with stakeholders interested in and knowledgeable about the priorities of the amendments.

5.2 Developer Interviews (5 meetings). The Consultant Team will interview five local or regional developers for 1-hour interviews. The interviews will supplement the Focus Group Meetings and will serve several purposes:

- Understand the local housing market demand and constraints
- Identify local barriers they have encountered when trying to develop housing
- Confirm the impact of barriers identified during the zoning assessment
- Get input on the effectiveness potential best practice alternative approaches

5.3 **Workshop (1)**. LWC and the Consultant Team will collaborate with City staff in preparation for a community workshop early in the project to solicit input on obstacles and opportunities for code amendments. The Consultant Team will conduct the workshop to facilitate the exchange of information on the project, answer questions, and gather feedback on the community's perspectives and preferences. The Consultant Team will use live polling and other interactive tools to share and gather input.

5.4 **Survey (1).** LWC will support the City's effort to prepare and summarize an online survey to be hosted on the City's project webpage. LWC will review the City's draft survey questions and provide feedback. LWC will review the City's summary of survey responses.

5.5 **Open House (1).** LWC, with support from the Consultant Team, will collaborate with staff in the preparation of an informational open house on the Public Review/Hearing Draft Recommended Land Management Code Amendments.

5.6 **Website.** LWC will support the City's effort to create, maintain, and update a webpage on the Park City Planning Department website that provides clear and concise summaries of proposed amendments. LWC's support may include providing illustrations, graphics, and/or maps as appropriate to effectively inform and engage the community.

Deliverables

- *Prepare for and attend Focus Group Meetings (8), Workshop (1), and Open House (1)*

Task 6: Planning Commission Work Sessions

LWC, with support from the Consultant Team, will conduct two work sessions with the Planning Commission, one to discuss the Initial Report and another to discuss the Public Review/Hearing Draft Recommended Land Management Code Amendments. The Consultant Team will prepare presentations and summarize input from the work sessions.

Deliverables

- *Prepare for and attend Work Sessions (2), including Presentations and Summary Notes*

Assumptions

- Amendments will only be drafted for the Land Management Code (Title 15 of the Municipal Code).
- All deliverables will be provided in electronic format.
- City staff will provide comments on draft materials as a single set of non-conflicting and actionable comments. The City's comments will include comments from the City Attorney as appropriate and determined by City staff.
- City staff will prepare staff reports and notices for Planning Commission and City Council meetings.
- City staff will conduct all noticing efforts and provide any translations or interpretation services.
- Consultant Team in-person attendance is assumed for the open house. The Consultant Team assumes virtual attendance at all other meetings; however, the Consultant Team is willing to make adjustments in coordination with the City.

PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

EXHIBIT "B"

PAYMENT SCHEDULE FOR "EXTRA" WORK

Not Applicable

Park City Municipal Corporation - Land Management Code Amendment
Prepared by Lisa Wise Consulting, Inc.
April 20, 2023

Park City Municipal Corporation - Land Management Code Amendment

		Lisa Wise Consulting, Inc.													
		Principal $295		Director $250		Senior $195		Lead Associate $175		Associate $155		Total		Cascadia Partners	
		Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee		
Task 1	**Project Management**														
1.1	Internal Team Meetings (14, biweekly)	4	$ 1,180	14	$ 3,500	14	$ 2,730	8	$ 1,400	4	$ 620	44	9,430		
1.2	Proposed Schedule	-	$ -	4	$ 1,000	6	$ 1,170	2	$ 350	-	$ -	12	2,520		
	SUBTOTAL - TASK 1	4	$ 1,180	18	$ 4,500	20	$ 3,900	10	$ 1,750	4	$ 620	56	$ 11,950		
Task 2	**Initial Report**														
2.1	Outline and Administrative Draft	4	$ 1,180	12	$ 3,000	20	$ 3,900	24	$ 4,200	28	$ 4,340	88	$ 16,620		
2.2	Public Review Draft	1	$ 295	4	$ 1,000	16	$ 3,120	16	$ 2,800	20	$ 3,100	57	$ 10,315		
	SUBTOTAL - TASK 2	5	$ 1,475	16	$ 4,000	36	$ 7,020	40	$ 7,000	48	$ 7,440	145	$ 26,935		
Task 3	**Develop Recommended Amendments**														
3.1	Administrative Draft	8	$ 2,360	20	$ 5,000	32	$ 6,240	48	$ 8,400	48	$ 7,440	156	$ 29,440		
3.2	Public Review/Hearing Draft	4	$ 1,180	8	$ 2,000	16	$ 3,120	24	$ 4,200	24	$ 3,720	76	$ 14,220		
	SUBTOTAL - TASK 3	12	$ 3,540	28	$ 7,000	48	$ 9,360	72	$ 12,600	72	$ 11,160	232	$ 43,660		
Task 4	**Advisory Group Meetings**														
4.1	Advisory Group Meetings (2)	4	$ 1,180	12	$ 3,000	16	$ 3,120	18	$ 3,150	18	$ 2,790	68	$ 13,240		
	SUBTOTAL - TASK 4	4	$ 1,180	12	$ 3,000	16	$ 3,120	18	$ 3,150	18	$ 2,790	68	$ 13,240		
Task 5	**Public Engagement**														
5.1	Focus Group Meetings (1 day, 8 mtgs)	2	$ 590	12	$ 3,000	16	$ 3,120	16	$ 2,800	16	$ 2,480	62	$ 11,990		
5.2	Developer Interviews (5 mtgs)	-	$ -	2	$ 500	2	$ 390	2	$ 350	-	$ -	6	$ 1,240		
5.3	Workshop (1)	-	$ -	8	$ 2,000	16	$ 3,120	16	$ 2,800	16	$ 2,480	56	$ 10,400		
5.4	Survey (1)	2	$ 590	4	$ 1,000	4	$ 780	2	$ 350	-	$ -	12	$ 2,720		
5.5	Open House (1)	8	$ 2,360	16	$ 4,000	24	$ 4,680	16	$ 2,800	16	$ 2,480	80	$ 16,320		
5.6	Website	-	$ -	4	$ 1,000	6	$ 1,170	8	$ 1,400	8	$ 1,240	26	$ 4,810		
	SUBTOTAL - TASK 5	12	$ 3,540	46	$ 11,500	68	$ 13,260	60	$ 10,500	56	$ 8,680	242	$ 47,480		
Task 6	**Planning Commission Work Sessions**														
6.1	Initial Report Session	2	$ 590	12	$ 3,000	16	$ 3,120	8	$ 1,400	8	$ 1,240	46	$ 9,350		
6.2	Public Review/Hearing Draft Session	2	$ 590	12	$ 3,000	16	$ 3,120	8	$ 1,400	8	$ 1,240	46	$ 9,350		
	SUBTOTAL - TASK 6	4	$ 1,180	24	$ 6,000	32	$ 6,240	16	$ 2,800	16	$ 2,480	92	$ 18,700		
Direct Expenses															
	Consultant Expenses												$ 2,000		
	SUBTOTAL - Direct Expenses												$ 2,000		
Project Total		41	$ 12,095	144	$ 36,000	220	$ 42,900	216	$ 37,800	214	$ 33,170	835	$ 163,965	70	$ 19,600

		Cascadia Partners										Fehr & Peers								TOTAL	
		Principal $280		Project Manager $220		Senior Associate $175		Associate $150		Total		Principal $250		Project Manager $165		Associate $150		Total			
		Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee
Task 1	**Project Management**																				
1.1	Internal Team Meetings (14, biweekly)	8	$ 2,240	8	$ 1,760	20	$ 3,500	-	$ -	36	7,500	-	$ -	6	$ 990	-	$ -	6	990	86	17,920
1.2	Proposed Schedule	-	$ -	-	$ -	-	$ -	-	$ -	-	-	-	$ -	-	$ -	-	$ -	-	-	12	2,520
	SUBTOTAL - TASK 1	8	$ 2,240	8	$ 1,760	20	$ 3,500	-	$ -	36	$ 7,500	-	$ -	6	$ 990	-	$ -	6	$ 990	98	$ 20,440
Task 2	**Initial Report**																				
2.1	Outline and Administrative Draft	14	$ 3,920	36	$ 7,920	80	$ 14,000	48	$ 7,200	178	$ 33,040	1	$ 250	10	$ 1,650	24	$ 3,600	35	$ 5,500	301	55,160
2.2	Public Review Draft	4	$ 1,120	10	$ 2,200	16	$ 2,800	12	$ 1,800	42	$ 7,920	1	$ 250	4	$ 660	6	$ 900	11	$ 1,810	110	20,045
	SUBTOTAL - TASK 2	18	$ 5,040	46	$ 10,120	96	$ 16,800	60	$ 9,000	220	$ 40,960	2	$ 500	14	$ 2,310	30	$ 4,500	46	$ 7,310	411	$ 75,205
Task 3	**Develop Recommended Amendments**																				
3.1	Administrative Draft	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	1	$ 250	3	$ 495	3	$ 450	7	$ 1,195	163	30,635
3.2	Public Review/Hearing Draft	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	1	$ 250	1	$ 165	1	$ 150	3	$ 565	79	14,785
	SUBTOTAL - TASK 3	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	4	$ 1,000	18	$ 2,970	34	$ 5,100	10	$ 1,760	352	$ 45,420
Task 4	**Advisory Group Meetings**																				
4.1	Advisory Group Meetings (2)	4	$ 1,120	-	$ -	8	$ 1,400	8	$ 1,200	20	$ 3,720	2	$ 500	2	$ 330	3	$ 450	7	$ 1,280	95	18,240
	SUBTOTAL - TASK 4	4	$ 1,120	-	$ -	8	$ 1,400	8	$ 1,200	20	$ 3,720	2	$ 500	2	$ 330	3	$ 450	7	$ 1,280	95	$ 18,240
Task 5	**Public Engagement**																				
5.1	Focus Group Meetings (1 day, 8 mtgs)	4	$ 1,120	-	$ -	8	$ 1,400	4	$ 600	16	$ 3,120	-	$ -	4	$ 660	4	$ 600	8	$ 1,260	86	16,370
5.2	Developer Interviews (5 mtgs)	8	$ 2,240	2	$ 440	12	$ 2,100	12	$ 1,800	34	$ 6,580	-	$ -	-	$ -	-	$ -	-	$ -	40	7,820
5.3	Workshop (1)	4	$ 1,120	-	$ -	4	$ 700	-	$ -	8	$ 1,820	-	$ -	2	$ 330	4	$ 600	6	$ 930	70	13,150
5.4	Survey (1)	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	4	$ 600	4	$ 600	16	3,320
5.5	Open House (1)	16	$ 4,480	-	$ -	16	$ 2,800	-	$ -	32	$ 7,280	-	$ -	8	$ 1,320	4	$ 600	12	$ 1,920	124	25,520
5.6	Website	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	-	$ -	26	4,810
	SUBTOTAL - TASK 5	32	$ 8,960	2	$ 440	40	$ 7,000	16	$ 2,400	90	$ 18,800	-	$ -	14	$ 2,310	16	$ 2,400	30	$ 4,710	276	$ 70,990
Task 6	**Planning Commission Work Sessions**																				
6.1	Initial Report Session	4	$ 1,120	-	$ -	8	$ 1,400	-	$ -	12	$ 2,520	-	$ -	2	$ 330	2	$ 300	4	$ 630	62	12,500
6.2	Public Review/Hearing Draft Session	4	$ 1,120	-	$ -	8	$ 1,400	-	$ -	12	$ 2,520	-	$ -	-	$ -	-	$ -	-	$ -	58	11,870
	SUBTOTAL - TASK 6	8	$ 2,240	-	$ -	16	$ 2,800	-	$ -	24	$ 5,040	-	$ -	2	$ 330	2	$ 300	4	$ 630	120	$ 24,370
Direct Expenses																					
	Consultant Expenses									$ 1,500								$ 750			4,250
	SUBTOTAL - Direct Expenses									$ 1,500								$ 750			$ 4,250
Project Total		70	$ 19,600	56	$ 12,320	180	$ 31,500	84	$ 12,600	390	$ 77,520	6	$ 1,500	42	$ 6,930	55	$ 8,250	103	$ 17,430	1,328	**$ 258,915**

Council Agenda Item Report

Meeting Date: May 11, 2023
Submitted by: Michelle Kellogg
Submitting Department: Executive
Item Type: Ordinance
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance 2023-25, an Ordinance Amending Title 3, Ethics, Chapter 3, Campaign Disclosure, of the Park City Municipal Code
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
Campaign Finance Disclosure Code Amendments Staff Report
Exhibit A: Campaign Finance Disclosure Ordinance

City Council Staff Report

Subject: Campaign Finance Disclosure Code Amendments
Author: Michelle Kellogg, City Recorder/Election Official
Department: Executive
Date: May 11, 2023
Type of Item: Legislative

Recommendation

Consider approving an ordinance amending the Campaign Finance Disclosure section of the Park City Municipal Code to align with recent changes to Utah State law.

Executive Summary

This November, Park City voters will elect three candidates to sit on the City Council. In anticipation of the upcoming election, minor changes that reflect changes to Utah law are required.

Analysis

In addition to clean-up language to fix typos, the proposed ordinance has three new requirements:

- An additional campaign finance disclosure 28 days prior to the General Municipal Election;
- In the case of failure to file a campaign finance statement by the original deadline, there is now a 24-hour grace period for candidates to file, along with a $50 fine as a penalty for the late submittal; and
- The City's Election Official must notify candidates 35 days prior to the General Municipal Election of the due dates for the campaign finance statements.

Campaign finance disclosures promote open, honest, fair, and equitable elections. Many voters rely on financial disclosures to contemplate which candidates to vote for. Updating the Municipal Code will help the candidates navigate the process appropriately.

Exhibits

A: Campaign Finance Statement Ordinance

Ordinance No. 2023-25

AN ORDINANCE AMENDING TITLE 3, ETHICS, CHAPTER 3, CAMPAIGN DISCLOSURE, OF THE PARK CITY MUNICIPAL CODE

WHEREAS, an Ethics Code has been adopted by the City Council to establish guidelines for ethical standards of conduct for all City officer and employees; and

WHEREAS, in keeping with the spirit of open, honest, fair, and equitable election campaigns sought to be promoted by the City Council, all candidates and candidate's election committees are required follow the State and Municipal Code outlining the rules of Campaign Finance Statements; and

WHEREAS, the Council has determined that campaign finance disclosure, which is relevant to the public's need for information about candidates for public office, is in the public interest,

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City that:
Title 3, Chapter 3, is amended and this Ordinance is adopted to read as outlined in Exhibit A. This Ordinance shall become effective upon publication.

PASSED AND ADOPTED this 11th day of May, 2023.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
City Attorney's Office

Exhibit A:

3-3 Campaign Disclosure
3-3-1 Purpose
3-3-2 Definitions
3-3-3 Separate Bank Account Required
3-3-4 Contributions To Candidates - Limitations
3-3-5 Campaign Contributions And Expenditures To Be Reported
3-3-6 Disbursement Of Surplus Campaign Funds
3-3-7 Failure To File Campaign Finance Statement
3-3-8 Notification By Election Official
3-3-9 Public Inspection
3-3-10 Civil Action

3-3-1 Purpose

It is the intent of this section to encourage candidates for the office of Mayor or Council member to follow the basic principles of decency, honesty, and fair play in order that there be fairly conducted campaigns and that the citizens of Park City may exercise their constitutional right to vote, free from dishonest and unethical practices.

Candidates are encouraged to conduct their campaigns openly and publicly, discussing the issues as they see them, presenting their record and policies with sincerity and frankness, and criticizing without fear or disfavor the record and policies of their opponents or political parties which merit such criticism.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001

3-3-2 Definitions

A. **CAMPAIGN STATEMENT**. Sworn election campaign contribution and expenditure statement prepared and executed by a candidate.

B. **CAMPAIGN COMMITTEE**. A committee of citizens formed to campaign for a specific candidate.

C. **CANDIDATE**. Any person who:

1. files a declaration of candidacy for an elected office of the City; or

2. receivesd contributions, or made makes expenditures, or gives consents to for another person to receiveing contributions or makeing expenditures with a view to bringing bring about such the person's nomination or

election to such office; or

3. causes on his or her behalf, any written material or advertisement to be printed, published, broadcast, distributed or disseminated which indicates an intention to seek such office.

D. **CONTRIBUTION**.

1. Any of the following when done for political purposes:

    1. A gift, subscription, donation, unpaid or partially unpaid loan, advance, or deposit of money or anything of value, or on behalf of a candidate, or a candidate's election committee.

    2. An express, legally-enforceable contract, promise, or agreement to make a gift, subscription, donation, loan, advance, or deposit of money or anything of value to or on behalf of a candidate, or a candidate's election committee.

    3. Any transfer of funds from a political committee, a party committee, another candidate, an officeholder, or a campaign committee to a candidate, or a candidate's election committee.

    4. Compensation paid by any person or committee, other than the candidate, or the candidate's election committee, for personal services rendered for, but without charge to, the candidate or the candidate's election committee;

    5. Goods or services provided at less than fair market value to, or for the benefit of a candidate, or a candidate's election committee.

2. For the purposes of this Chapter, contributions other than money or its equivalent shall be deemed to have a value equivalent to the fair market value of the contribution.

3. 'Contribution' does not include:

    1. services provided without compensation by an individual or individuals volunteering their time on behalf of a candidate, or a candidate's election committee;

    2. money lent to a candidate or a candidate's election committee, at market rate, in the ordinary course of business.

E. **DISBURSEMENT**. Monies, transfers, or other withdrawals from a fund for any purpose.

F. **EXPENDITURE**.

1. Any disbursement from contributions, receipts or from the separate bank account required by this Chapter;

2. A purchase, payment, donation, distribution, loan, advance, deposit, gift of money or anything of value, made by or on behalf of a candidate or a candidate's election committee for political purposes;

3. An express, legally-enforceable contract, promise, or agreement to make any purchase, payment, donation, distribution, loan, advance, deposit, gift of money or anything of value, by or on behalf of a candidate or the candidate's election committee for political purposes;

4. A transfer of funds between political or party committees and a candidate's election committee; or

5. Goods or services provided to or for the benefit of another candidate or another candidate's election committee for political purposes at less than fair market value.

6. Expenditure does not mean services provided without compensation by individuals volunteering a portion or all of their time on behalf of a candidate.

G. **ELECTION OFFICIAL**. The City Recorder or designee.

H. **FINANCIAL STATEMENT**. A statement disclosing contributions, expenditures, receipts, donations, or disbursements that is required by this Chapter.

I. **POLITICAL PURPOSE**. An act done with the intent or in a way to influence or tend to influence, directly or indirectly, any person to refrain from voting or to vote for or against any candidate for public office at any primary or general election.

J. **REPORTING DATE**.

1. ~~Ten (10)~~Seven (7) days before a primary, 28 days before the ~~or~~ municipal general election and seven (7) days before the municipal general election for a campaign finance statement to be filed. ~~no later than seven (7) days before a municipal primary or general election; and~~

2. ~~the day of filing, for a~~ A final campaign finance statement is required to be filed no later than thirty (30) days after a municipal primary for the

eliminated candidates or general election for all candidates.

K. **CASH REPORTING LIMIT**. $50.

L. **SURROGATE**. Any committee, party, organization, or other person or group who holds or maintains a fund for the benefit of an elected official.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 07-31 on 5/31/2007
Amended by Ord. 09-12 on 3/12/2009

3-3-3 Separate Bank Account Required

A. Each candidate or candidate's personal election committee shall deposit each contribution received in one or more separate campaign accounts in a financial institution.

B. The candidate or candidate's personal campaign committee may use the monies in those accounts for political purposes only.

C. A candidate or a candidate's personal campaign committee may not deposit or mingle any contributions received in a personal or business account.

D. If a person is no longer a candidate, surplus campaign funds must be dispersed pursuant to criteria in Section 3-3-6 below and reported in the candidate's final campaign statement.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001

3-3-4 Contributions To Candidates - Limitations

A. No person shall make cash contributions, the total of which exceeds fifty dollars ($50.00), during any one campaign, to any candidate or his or her authorized election campaign committee, with respect to any election for City office; however, there shall be no limit as to the amount contributed by a person or entity to an election committee or candidate if that contribution is made in the form of a personal or certified check ~~or~~, bank draft, or electronic funds transfer.

B. The acceptance of anonymous contributions is prohibited. Any anonymous contribution received by a candidate or election committee shall be transmitted to the City Treasurer for deposit in the general fund within 30 days after receiving the contribution.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001

3-3-5 Campaign Contributions And Expenditures To Be Reported

Each candidate or election campaign committee must file a sworn campaign contribution and expenditure finance statement, that reports all of the candidate's itemized and total campaign contributions, including in-kind and other non-monetary contributions, and campaign expenditures, as of the reporting date, as follows:

A. **SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT - CONTENT**. The campaign finance statements shall include a detailed listing of each monetary and service contribution received and expenditure made, as follows:

1. **Contributions**. A list of campaign contributions more than fifty dollars ($50.00) received by, or on behalf of, the candidate or his/her election committee, including:

    a. the name and address of the contributor;

    b. the date contribution was received;

    c. dollar amount contributed or fair market value of service contributed; and

    d. a net balance of contributions for the period.

2. **Contributions Fifty Dollars ($50.00) or Less**.

    a. For all individual contributions or public service assistance $50 or less, a single aggregate figure may be reported without separate detailed listings.

    b. Two (2) or more contributions from the same source that have an aggregate total more than $50 may not be reported in the aggregate, but shall be reported separately per section (1) above.

3. **Expenditures**. A list of expenditures made and obligations incurred as a part of the campaign effort shall include:

    a. the name and address of every recipient to whom disbursement was made;

b. the amount expended or for each non-monetary expenditure, the fair market value of the expenditure;

c. the date of payment; and

d. a net balance of expenditures for the period.

4. **Statements Balances**. Each campaign statement shall include the net balance from the previous statement, if any, and show a net balance from the last statement plus all receipts minus all expenditures.

B. **REPORTING SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT IN THE EVENT OF A PRIMARY ELECTION – DEADLINE**. In the event a Primary Election is required, ~~every~~ each candidate running for the office of Mayor or City Council shall file an initial campaign statement with the Election Official ~~at least~~ no later than seven (7) ~~calendar~~ days preceding the date of the primary election. See criteria outlined in Section (A).

C. **REPORTING FINAL SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT BY CANDIDATE(S) ELIMINATED IN PRIMARY - DEADLINE**. Those candidates eliminated in the primary election must file a final campaign finance statement with the Election Official within thirty (30) ~~calendar~~ days after the primary election reporting campaign contributions, including in-kind and other non-monetary contributions received before the close of the reporting date, and campaign expenditures made through the close of the reporting date, pursuant to criteria outlined in Section (A) above. The final campaign finance statement shall contain a paragraph signed by the candidate certifying that, to the best of the candidate's knowledge, all receipts and all expenditures have been reported as of the date the statement is executed, and that there are no bills or obligations outstanding and unpaid except as set forth in that report. Refer to Section 3-3-6 below concerning disposition of surplus campaign funds.

D. **REPORTING SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT PRECEDING MUNICIPAL GENERAL ELECTION - DEADLINE**. Following the primary election, ~~every~~ each candidate who is not eliminated ~~still eligible~~ for the office of Mayor or City Council in the general election shall file a campaign finance statement with the Election Official ~~at least~~no later than twenty eight (28) ~~-~~days before the day on which the municipal election is held; and seven (7) ~~calendar days preceding the date of the general municipal election~~ days before the day on which the municipal election is held, reporting campaign contributions, including in-kind and other non-monetary contributions received before the close of the reporting date, and campaign expenditures made through the close of the reporting date, pursuant to criteria outlined in Section (A). If there is no primary election, these deadlines apply to

each candidate who participates in the race for the office of Mayor or City Council.

E. **REPORTING FINAL SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT**. All candidates in the general election must file a final campaign finance statement with the Election Official ~~within~~ no later than thirty (30) days after the general election reporting campaign contributions, including in-kind and other non-monetary contributions received before the close of the reporting date, and campaign expenditures made through the close of the reporting date, pursuant to criteria outlined in Section (A) above. The final campaign finance statement shall contain a paragraph signed by the candidate certifying that, to the best of the candidate's knowledge, all receipts and all expenditures have been reported as of the date the statement is executed, and that there are no bills or obligations outstanding and unpaid except as set forth in that report. Refer to Section 3-3-6 below concerning disposition of surplus campaign funds.

F. **AMENDED FINAL SWORN ELECTION CAMPAIGN CONTRIBUTION AND EXPENDITURE FINANCE STATEMENT**. In the event a candidate or candidate's campaign committee receives a contribution or makes an expenditure after the candidate's final campaign finance statement has been submitted to the Election Official, an amended final sworn campaign finance statement must be filed with the Election Official within five (5) days of receipt of the contribution or expenditure. A campaign finance statement required under this section is considered filed if it is received in the City Recorder's office by 5 p.m. on the date that it is due.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 02-05 on 5/9/2002
Amended by Ord. 07-31 on 5/31/2007
Amended by Ord. 09-12 on 3/12/2009

3-3-6 Disbursement Of Surplus Campaign Funds

Surplus campaign funds held by the candidate or the candidate's committee must be disbursed at the end of the campaign. Disbursement is normally accomplished by returning contributed monies or other tangible contributions to the contributor, or donating the contributions to a non-profit organization.

The disbursement of any surplus campaign funds must be reported in the final campaign finance statement.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995

Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 07-31 on 5/31/2007

3-3-7 Failure To File Campaign Finance Statement

A. If a candidate fails to file a campaign finance statement before the municipal election by the deadline specified in Municipal Code Section 3-3-5:

1. The Election Official may send an electronic notice to the candidate that states:

a. that the candidate failed to timely file the campaign finance statement; and

b. that, if the candidate fails to file the report within 24 hours after the deadline for filing the report, the candidate will be disqualified; and

~~A.~~ 2. may impose a fine of $50 on the candidate.

B. The Election Official shall disqualify a candidate and inform the County Clerk that the candidate is disqualified if the candidate fails to file a campaign finance statement within 24 hours after the deadline for filing the report.~~,~~

C. -~~I~~if a candidate is disqualified, the Election Official:

~~1.~~D. 1. shall, if practicable, remove the candidate's name from the ballot by blacking out the candidate's name before the ballots are delivered to the voters; or

2. i~~I~~f removing the candidate's name from the ballot is not practicable, inform the voters by any practicable method that the candidate has been disqualified and that votes cast for the candidate will not be counted; and

~~2.~~

~~3.~~ ~~The Election Official~~3. may not count any votes for that candidate.

~~B.~~ D. Notwithstanding Section (A) above, a candidate who files a campaign finance statement seven (7) days before a municipal general election is not disqualified if the statement details accurately and completely the information required under Section 3-3-5(A), except for inadvertent omissions or insignificant errors or inaccuracies; and the omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 07-31 on 5/31/2007

3-3-8 Notification By Election Official

The municipal clerk, recorder or Election Official shall, at the time the candidate for municipal office files a declaration of candidacy and again ~~fourteen~~ thirty five (~~14~~35) days before each municipal general election, notify the candidate in writing of:

A. The provisions of this Chapter and ~~U.C.A.~~Utah Code Section 10-3-208(~~4~~9) governing the disclosure of campaign contributions and expenditures;

B. The dates when the candidate's campaign finance statement is required to be filed; and

C. The penalties that apply for failure to file a timely campaign finance statement, including the statutory provision that requires removal of the candidate's name from the ballot for failure to file the required campaign finance statement when required.

HISTORY
Adopted by Ord. 07-31 on 5/31/2007

3-3-8 Public Inspection

A. The Election Official shall make each campaign finance statement filed by a candidate available for public inspection and copying no later than one (1) business day after the statement is filed, and

B. The Election Official shall make the campaign finance statement filed by a candidate available for public inspection by:

1. posting an electronic copy of the contents of the statement on the City's website no later than seven (7) business days after the statement is filed; and verifying that the address of the City's website is provided to the Utah Lieutenant Governor pursuant to the requirements of ~~U.C.A.~~Utah Code Section 20A-11-103(5), as amended; or

2. submitting a copy of the statement to the Lieutenant Governor under ~~U.C.A.~~Utah Code Section 20A-11-103, as amended, no later than ~~two~~ seven (~~2~~7) business days after the statement is filed.

The Election Official shall accept, at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall make them available as a public record open for public inspection.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 09-12 on 3/12/2009

3-3-9 Civil Action

A. Any private party in interest may bring a civil action in district court to enforce the provisions of this ~~Section or any ordinance adopted under this Section~~Chapter.

B. In a civil action filed under Subsection (A), the court may ~~aware~~ award costs and attorney's fees to the prevailing party.

HISTORY
Adopted by Ord. 91-22 on 12/19/1991
Amended by Ord. 95-38 on 7/27/1995
Amended by Ord. 01-26 on 7/12/2001
Amended by Ord. 07-31 on 5/31/2007