

**PARK CITY PLANNING COMMISSION  
WORK SESSION NOTES  
MAY 12, 2010**

PRESENT: Charlie Wintzer, Dick Peek, Richard Luskin, Julia Pettit, Mick Savage, Adam Strachan, Thomas Eddington, Matt Cassel, Kayla Sintz, Polly Samuels McLean

Commissioner Hontz was expected to arrive later in the meeting.

**WORK SESSION ITEMS**

**Fiscal 2011 Capital Improvement Project Plan**

City Engineer, Matt Cassel, noted that the Capital Improvement Project list was being presented to the Planning Commission so they could review it for consistency with the General Plan. Providing the Planning Commission with the CIP list was a process that began last year.

Mr. Cassel noted that the Capital Improvement Committee had met and ranked the projects. Last year was a new set of projects. This year the projects were the same as last year, with a few new projects incorporated into the list.

Commissioner Pettit indicated the numbered zero to five Alternative categories and asked about the ranking process. Mr. Cassel explained that all the projects are in priority and the very first project, Water Department Service equipment, is the number one ranked project. He noted that there is a five or six point criteria used to evaluate these projects. The Budget Department adds and averages the numbers from the criteria to come up with a priority list. Mr. Cassel explained that the Budget Department looks at the amount of money requested for each project, as well as outside sources that would help fund that project. Projects eligible for outside funding are ranked higher than those that draw completely from the general fund. Based on financial requests, the projects are lumped into money categories so when the City Manager reviews the list, he can determine which projects would be cut off based on the money allocated for CIP projects.

Mr. Cassel explained that the zero to five Alternative categories are potential cut-off lines for projects. He stated that last year they were able to do most of the projects down to Alternative 5 and a third of the projects made it on the list.

Commissioner Pettit asked if the ranking process also considers disruption of the surrounding areas and coordinates timing as each of the projects are undertaken. Mr. Cassel replied that it is not considered as part of the ranking. He outlined the criteria for ranking; 1) meeting City Council vision and goals; 2) source of availability and competition for funds; 3) is the project a "need" to have or "nice" to have; 4) the project has a positive history of prior investment suggesting additional support; 5) a cost benefit analysis and whether there is a return on the investment.

Commissioner Strachan asked if the Bonanza tunnel was under Alternative 3, Bonanza Drive Reconstruction project. Mr. Cassel replied that the Bonanza tunnel was not included on the CIP list because it is being funded from the Walkability Fund. Commissioner Strachan clarified that none of the walkability projects were included in the CIP list. Mr. Cassel replied that this was correct. All projects on the CIP list would be funded from the General Fund. Commissioner Pettit questioned whether it would fall under Walkability Implementation under Alternative 2. Mr. Cassel explained that walkability had a few small projects that request money from the General Fund each year.

Work Session Notes  
May 12, 2010  
Page 2

Those are mostly maintenance and small trail projects.

Commissioner Peek referred to Alternative 3, #73, Marsac Seismic Renovation and asked if that project was complete. Mr. Cassel explained that some are close to completion and others still hold money for clean up, repairs, etc. The project was rolled over from last year and money was held in that fund for miscellaneous items.

Chair Wintzer asked about the Racquet Club. Mr. Cassel noted that money had been set aside in the CIP budget for the Racquet Club; however, he expected a separate discussion in terms of how to cover the shortfall. The City Council would need to make that determination.

#### **1440 Empire Avenue - Conditional Use Permit**

Discussion and public hearing on this item was moved to the last item on the regular agenda.

The Work Session was adjourned.