PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
June 12, 2025

The Council of Park City, Utah, will hold its regular meeting in person at the Marsac Municipal Building, City Council Chambers, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online and may have options to listen, watch, or participate virtually. Click here for more information.
Zoom Link: https://us02web.zoom.us/j/83479825698

CLOSED SESSION - 2:00 p.m.

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

WORK SESSION

3:25 p.m. - Re-create 248 Level 1 Screenings Update

4:10 p.m. - SR-224 Bus Rapid Transit Update (staff report to follow)

4:40 p.m. - Waste Diversion Discussion

5:10 p.m. - Break

REGULAR MEETING - 5:30 p.m.

I. ROLL CALL

II. APPOINTMENTS

1. Appointment of Jo-Ann Ting to the Library Board for a Three-Year Term beginning July 2025 and Second-Term Reappointments of Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder to Serve on the Library Board for Three-Year Terms beginning July 2025

2. Appointment of Elyse Kats to the Nonprofit Services Advisory Committee for a Term Ending June 30, 2028

III. PRESENTATION

1. 2025 House Bill 356 Update

IV. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. FY2025 Fraud Risk Assessment

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

VI. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute an Agreement in a Form Approved by the City Attorney's Office with Larry H. Miller Corporation for One Ford Transit Van and One Transit Cutaway Bus, Not to Exceed $230,063.71

2. Request to Authorize the City Manager to Execute a Professional Services Agreement with Optibus Inc., in a Form Approved by the City Attorney's Office, for the Purchase and Support of Transit Service and Driver Scheduling Software for a Three-Year Term with a Total Contract Value Not to Exceed $300,924.00

3. Request to Approve Resolution 12-2025, a Resolution to Adopt Affordable Housing Guidelines and Standards for Park City, Utah, and to Repeal and Replace Resolution 05-2021 in its Entirety

4. Request to Authorize the City Manager to Execute a Contract Amendment with Tyler Technologies, Not to Exceed $256,425 in a Form Approved by the City Attorney, to Provide Integrated Financial Enterprise Resource Planning Software

5. Request to Authorize the City Manager to Execute a Surplus Water Sales Agreement, in a Form Approved by the City Attorney, to Sell Deer Valley Resort Additional Water for Snowmaking

VII. OLD BUSINESS

1. Consideration to Approve the Updated Contract Terms to the Winter Concessionaire Agreement, for an Additional Five-Year Term with Jans Ltd. dba "White Pine Touring" for Cross-Country Skiing, Grooming Services, and Operation of the Nordic Center at the Park City Municipal Golf Course
   (A) Public Input (B) Action

2. Consideration to Approve Resolution No. 13-2025, a Resolution Adopting a 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan as an Amendment to the Housing Element of the General Plan for Park City, Utah
   (A) Public Input (B) Action

VIII. NEW BUSINESS

1. Consideration to Approve Ordinance No. 2025-14, an Ordinance Enacting Title 2, Chapter 4, Section 13 of the Municipal Code of Park City to Create a Director of Finance Position
   (A) Public Input (B) Action

2. Consideration to Approve Ordinance 2025-15, an Ordinance Adopting the American Public Works Association (APWA) Manual of Standard Specifications, the APWA Manual of Standard Plans, and the Park City 2025 Supplemental Standard Plans and Specifications to be Used for the Design and Construction of Projects
   (A) Public Input (B) Action

3. Consideration to Approve Ordinance No. 2025-13, an Ordinance Establishing Compensation for the Elective and Statutory Officers for FY26
   (A) Public Hearing (B) Action

4. Consideration to Adopt Resolution 11-2025, a Resolution Amending the Fee Schedule
   (A) Public Hearing (B) Action

5. Consideration to Approve Ordinance 2025-12, an Ordinance Adopting a Revised Budget for Fiscal Year 2025 and a Final Budget for Fiscal Year 2026 for Park City Municipal

Corporation and its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate
(A) Public Hearing (B) Action

IX. ADJOURNMENT

PARK CITY REDEVELOPMENT AGENCY MEETING

ROLL CALL

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

NEW BUSINESS

1. Consideration to Approve Resolution RDA 02-2025, a Resolution Adopting the Fiscal Year 2025 Revised Budget and the Fiscal Year 2025 Budget for Park City Redevelopment Agency
(A) Public Hearing (B) Action

ADJOURNMENT

PARK CITY MUNICIPAL BUILDING AUTHORITY MEETING

ROLL CALL

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

NEW BUSINESS

1. Consideration to Approve Resolution MBA 01-2025, a Resolution Adopting the Fiscal Year 2025 Revised Budget and the Fiscal Year 2026 Budget for Park City Municipal Building Authority
(A) Public Hearing (B) Action

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.**

City Council

Staff Report

Subject:	**Re-create 248: Transit Study Level 1 Screening**
Author:	**Conor Campobasso, Senior Transportation Planner; Julia Collins, Transportation Planning Manager**
Department:	**Transportation Planning**
Date:	**June 12, 2025**

Summary

The SR-248 corridor is one of two vital corridors for residents, employees, and visitors traveling to and from Park City. On an average winter day in 2025, the SR-248 corridor carried almost 20,000 vehicular trips.

As Park City aims to avoid increasing vehicular congestion, reduce parking demand, and create more viable alternatives to automobile travel, transit-focused solutions are being explored through a comprehensive transit study in partnership with UDOT and other stakeholders on SR-248.

Our goal is to enhance reliable and express transit services along the SR-248 corridor, efficiently moving travelers to and from park-and-ride lots and areas outside the City to locations within town (economic centers, residential nodes, and resort bases).

On June 28, 2024, the City Council authorized the Transit Study, including an Alternatives Analysis (AA) to meet federal funding requirements, marking a shift from previous assessments focused on vehicle travel time efficiency. The Transit Study is the first step in the federal process, leading to an Environmental Analysis (EA) required by the Federal Transit Administration (FTA) and essential for federal funding eligibility.

On December 6, 2024, we presented Council with several items related to the Transit Study, including:

- **Purpose and Need Statements** – defining the corridor's transportation challenges and goals of the project
- **Measures of Effectiveness** – metrics to evaluate how well each alternative addresses the project goals
- **Range of Alternatives** – an initial set of transit options considered
- **P&N Screening Results** – identification of which alternatives should move forward based on alignment with the project's Purpose and Need

The Council supported three modes and to continue investigating a possible Rail Trail alignment. The three modes are Bus Rapid Transit (BRT), Light Rail (LRT), and Automated Guideway Transit (AGT)/Monorail. We evaluated a total of six alternatives, consisting of these three transit modes and two alignments, and evaluated them against each other.

This study session will cover the findings of the Level 1 screening process, with a goal of identifying a path forward for the Re-create 248 Transit Study. Ideally, this would involve selecting which mode(s) and which alignment(s) to move into the Level 2 screening.

Level 1 Screening Results

The Level 1 screening consists of a more data-driven approach than the Purpose and Need screening. The three modes (Figure 1) and two alignments (six total options) were evaluated against industry transit standards, environmental databases, and proximity to serving populations and providing access to education, services, food, and health care. Additionally, the evaluation considered a 'do nothing' alternative to the impacts of no investment on the corridor.

MODE	DEDICATED BUS LANES	LIGHT RAIL	AUTOMATED GUIDEWAY TRANSIT/ MONORAIL
EXAMPLE			
DEDICATED LANES?	Yes – dedicated bus lanes	Yes – electrified guideway	Yes – elevated guideway
PASSENGER CAPACITY	60-90 passengers per bus	120-180 passengers per car	8-80 passengers per car
COMPATIBLE WITH EXISTING SYSTEM?	Yes	No	No
OTHER CONSIDERATIONS?	• Recommended as priority project in Park City Forward. • Compatible with High Valley Transit and Park City Transit plans.	• Steep grades and curves may prohibit service. • Requires separate operations and maintenance facility.	• May not be eligible for federal funding. • Requires separate operations and maintenance facility.

Figure 1: The Three Modes

The Level 1 screening provided insight into the strengths and weaknesses the different alternatives (Figure 2). Some notable items include\

- The on-corridor alignment performs better by providing more access to destinations and populations that live along the corridor.
- A Rail Trail alignment will include more environmental and built environment impacts.
- The BRT/Dedicated Bus Lane also performed better than the other modes both on and off corridor.
    - This is due to its ability to plug into the current system and help enhance existing routes, lower impacts, cost, forward-compatibility, and construction timeline.
    - EMS vehicles would be able to use the dedicated bus lanes in emergency situations.
- Both LRT and AGT would likely have more adverse impacts to the natural and built environment.

MEASURES OF EFFECTIVENESS	METRIC	ON-CORRIDOR (SR-248/BONANZA/ DEER VALLEY DRIVE)			OFF-CORRIDOR (RAIL TRAIL)			NO-ACTION ALTERNATIVE
		BRT	LRT	AGT	BRT	LRT	AGT	
Provides access to key destinations on-corridor	Current and future population employment in the proximity to the alignment(s), ¼ mile and ½ mile analyses.	🟢	🟢	🟢	🟡	🟡	🟡	🔴
Reduction in transit travel times	Average speed considerations based on corridor and mode characteristics.	🟢	🟢	🟢	🟢	🟢	🟢	🔴
Travel on-time performance	Potential to accommodate exclusive transit operations. Compatibility with local and regional system.	🟢	🟡	🟡	🟢	🟡	🟡	🔴
Reliable transit on-corridor for low-income and youth populations	Proximity to low-income, youth, and no-car household populations (¼ mile).	🟢	🟢	🟢	🟡	🟡	🟡	🔴
Provides high-frequency transit on-corridor with limited road widening	Potential for adverse effects on the natural or built environment, and property.	🟢	🟡	🟡	🟡	🔴	🔴	🔴
Provides additional travel modes on-corridor	Alignment of alternative and proximity to key destinations, ¼ mile analysis.	🟢	🟢	🟢	🟡	🟡	🟡	🔴
Feasible and service proven?	Feasible to implement by 2034? Y/N. Service-proven tech? Y/N. Forward-compatible? Y/N.	🟢	🟡	🔴	🟢	🟡	🔴	🟢

Figure 2: Level 1 Screening Results

Each metric was compared against each alternative, green meaning it performed the best, and red meaning it performed the worst.

All options were compared against feasibility metrics (last row in Figure 2). The considerations for that are as follows:

1. The City Council determined it is essential to be actionable in advance of the 2034 Winter Olympics and to improve mobility for locals during that time, as well as visitors.
2. Some types of infrastructure and planning/design processes may not be attainable in that time frame.
3. Additionally, access to federal funding is crucial, as an investment of this scale could not be funded locally, so adhering to an alternative that the Federal Government recognizes is essential.
4. The service must be able to be maintained and operated by Park City Transit and include the necessary facilities to maintain and store the vehicles.
5. It is important to note that this transit service can be phased; it doesn't preclude additional investments in other types of local/regional service in the future.

Public Input

The Re-create 248 Transit Study Team participated in the Spring Projects Open House on Tuesday, May 13, 2025, at the Park City Library. The study team hosted a section of the open house for members of the public to meet the study team, learn about the study's purpose and need, and provide feedback on the range of alternatives and the

fatal flaw screening results. Attendees were given a pamphlet to document comments and feedback while they visited each of the 5 stops. Approximately 50 people visited the Re-create 248 section of the open house in total.

Most individuals supported better transit on SR248, but some differed on the solution. Most thought that the three modes that moved forward made sense, with some wanting to look at flex lanes more. There was strong support for dedicated bus lanes, with some support for light rail. There was a strong preference for running the new transit on SR248, but not on the rail trail.

Additional considerations to consider as we move forward include:

- Community values and aesthetic
- Publicizing the council's decisions regarding BRT, LRT, and next steps, including details on right-of-way studies and cost considerations
- Add ski locker buildings to Park & Ride to incentivize bus use
- Complete engineering analysis of bus lanes
- Add drop-off zone to park and ride (ride share and school)
    - Make sure the new transit has a stop at the school, but does not make the traffic around the school worse.

Next Steps

With a mode(s) and alignment(s) identified, the team will proceed with the Level 2 Screening, where the alternative(s) will undergo a feasibility analysis and preliminary design to ensure they meet or have the potential to address the SR-248 corridor's needs. This will include a more technical review of each alternative, utilizing the data collected thus far and using data from recent studies.

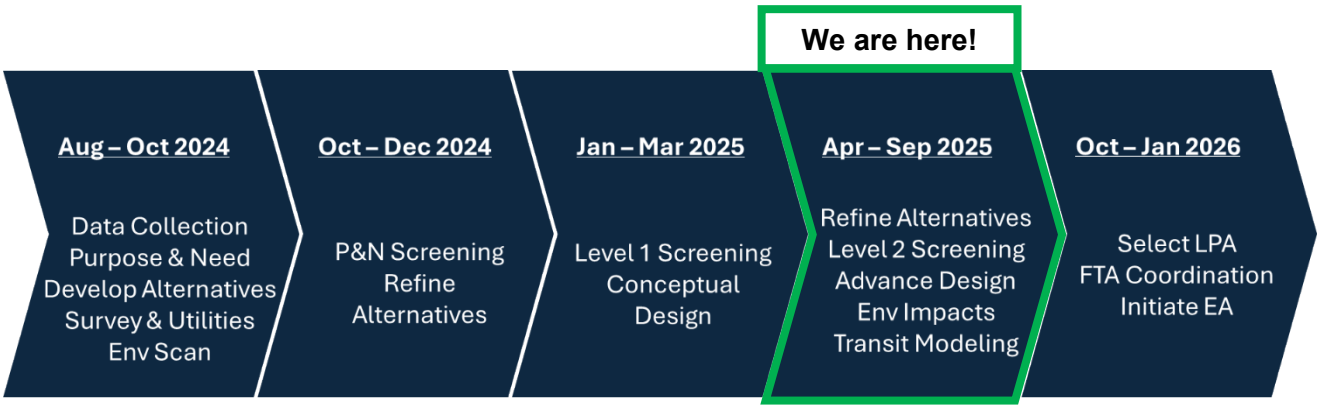


Figure 3: Timeline

Discussion

We are seeking council feedback on the Level 1 Screenings and selecting which mode(s) and which alignment(s) to move into the Level 2 screening.

City Council Staff Report

Subject: Waste Diversion Policy Discussion
Author: Luke Cartin
Department: Sustainability
Date: June 12, 2025

Executive Summary

This work session is to provide background information and receive feedback on short- and long-term waste diversion strategies, as well as provide the City Council with an opportunity to provide input on the future Recycle Utah relocation strategy.

Background

Park City has been actively working to relocate Recycle Utah for several years, with discussions intensifying since at least 2018. The need for relocation stems from the redevelopment plans for the Bonanza Park area generally, and more specifically to the proximity to the 5-acre parcel and the realignment and extension of Munchkin Road, which includes the current Recycle Utah facility. As far back as May 2018, the City Council initiated planning and public improvements in the area, acknowledging the eventual necessity for Recycle Utah to move.

The urgency increased in recent years to make way for pending redevelopment projects, including putting nearby Rocky Mountain Power transmission lines underground, Homestake Road improvements, potential rezone of the surrounding area, and community outreach. Despite the longstanding awareness, a clear interim or long-term plan for Recycle Utah's operations post-relocation remains uncertain.

In early 2025, Recycle Utah proposed constructing a new $25 million, 30,000-square-foot regional recycling facility to better serve Summit County's growing needs. On January 22, 2025, Park City and Summit County offered Recycle Utah a parcel of land within the FJ Gillmor subdivision to facilitate a larger future home for the organization that could include more comprehensive residential and commercial diversion facility.

The future of waste diversion hinges on collaborative planning and investment to establish a new facility that meets the community's sustainability goals.

Discussion

Park City's Current Waste Composition:
In 2021, Park City commissioned MSW Consultants to conduct a comprehensive waste characterization study (Exhibit A). This study analyzed the composition of waste generated by both our residents and downtown businesses.

Figure 5-2 Divertibility of Restaurant & Bar Refuse

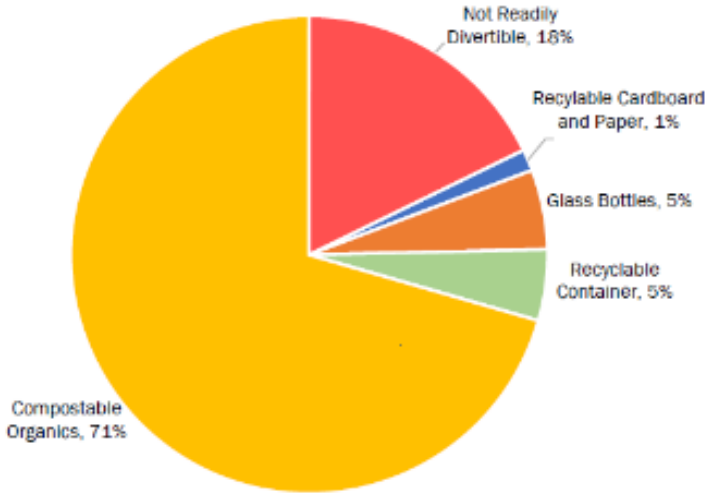
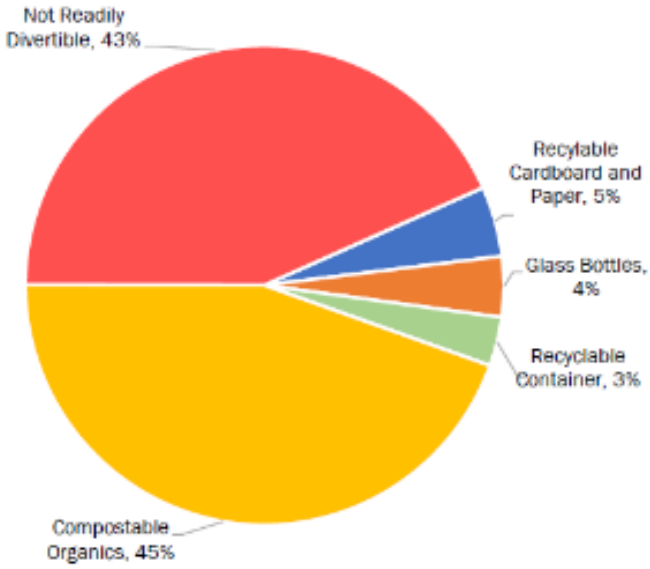


Figure 7-2 Divertibility of Residential Waste



There were several key findings:

- Significant organic waste in the commercial sector: About 82% of their waste was potentially divertible, primarily through composting and improved recycling.
- Residential waste key findings: 57% of residential waste was deemed readily divertible, suggesting room for improved composting and recycling efforts.
- Increased opportunity for glass recycling: glass is not accepted in single-stream recycling, however increased drop-off locations could easily drive additional diversion.

Current Diversion Rate:
According to Summit County, residential waste diversion rate is 26.3%. By comparison the national average is 32.1%.and the average in Salt Lake City is 36%.. However, accurately calculating commercial waste diversion presents a challenge. Currently only commercial waste tonnage is tracked by monitoring what is sent to the Summit County landfill. Recycling efforts by businesses, such as grocery stores baling and shipping cardboard out of Summit County, are not reported to either Park City or Summit County.

As a result, our community lacks a comprehensive data set, which in turn limits our understanding of our overall diversion rates.

Summit County Landfill Capacity and Regional Context:
The Summit County regional landfill, Three Mile, is undergoing an expansion, but is projected to reach capacity by 2053. As a result, and recognizing the long-term implications, Summit County completed a Solid Waste Master Plan in 2018. This plan identified potential challenges and outlined solutions on a county-wide scale. Several

initiatives recommended in the 2018 Plan are already underway, such as programs focused on the diverting of materials such as cardboard, metal, mattresses, tires, batteries, refrigerants, electronics, and household hazardous waste.

Local Summit County diversion services:
We are fortunate to have several local and regional businesses actively working to increase waste diversion in Summit County. These include:

- Wasatch Resource Recovery: Utilizing anaerobic digestion to process food waste.
- Spoil to Soil: Offering local composting of food and green waste
- Momentum Recycling: Providing collection services for glass and food waste.

Important Partnership with Recycle Utah:
Recycle Utah has been a vital community partner since 1996, with a mission focused on "empowering people to lead sustainable lives." Park City actively supports their work through a public service contract that enables Recycle Utah to operate on a 0.4-acre site at the City's old Transit facility, with the City providing rent-free space and covering utility costs and paying $75,000 a year to support programs such as education, household hazardous waste, and dumpster days.

Recycle Utah has reached the operational limits of this site, consistently collecting approximately 1,775 tons of recycling annually for the past nine years. Recognizing this constraint and the upcoming redevelopment of the area, which necessitates Recycle Utah's relocation by September 2026, Park City has been collaborating with Recycle Utah and Summit County to identify a new location for several years.

Local Land Availability for Recycle Utah:
Park City, Summit County, and Recycle Utah met on January 22, 2025, to explore potential solutions. Park City offered a parcel of land within the FJ Gillmor subdivision to Recycle Utah to facilitate a larger, more comprehensive residential and commercial diversion facility. In doing so, it would relieve the County of its obligation to Park City. As conceived, Summit County would then negotiate a long-term land lease with Recycle Utah and assist with necessary entitlements and utility connections.

Next Steps:
Park City, Summit County, and Recycle Utah have continued to collaborate, holding multiple meetings to discuss potential residential recycling drop-off locations throughout the community. There is agreement amongst the group that material handling is a local government responsibility. As a result, the City and County staff have also met independently to work through the logistical details of contracts, costs, and potential locations.

Moving forward, Park City remains committed to working closely with Recycle Utah to understand their future operational needs and determine their continued involvement in managing crucial programs such as household hazardous waste events, dumpster days, and educational initiatives.

Attachment

Exhibit A: Park City Waste Report
Exhibit B: Summit County Solid Waste Master Plan

FINAL REPORT

Waste Characterization Study

September 30, 2021

MSW CONSULTANTS
800-679-9220

This report is being delivered electronically. If it is necessary to print a hard copy, please use recycled-content/FSC-certified paper and recycle when no longer needed.

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WASTE CHARACTERIZATION STUDY

1. INTRODUCTION

Park City, Utah is a world-renowned tourist destination cradled in the Wasatch Mountains about 32 miles from Salt Lake City. The surrounding area caters to outdoor adventurers of all stripes and is recognized as a world-class skiing and snowboarding destination in the winter. Park City also hosts many popular festivals and attractions, drawing visitors nationwide and internationally throughout the year. Park City's tourism industry has been crucial to the city's success since its days as a mining town. Today, only about 30 percent of all Park City residents reside in the city year-round, with seasonal residents making up the remaining population.

Park City is also internationally recognized as a leader in environmental sustainability. In its recent Vision 2020 process, which entailed extensive community engagement, environmental leadership with an emphasis on zero waste by 2030 was identified as a community priority.

To further its understanding of opportunities to divert incrementally more material from landfill disposal in the pursuit of its zero waste goals, the City retained MSW Consultants to perform a Waste Composition Study for both its residential waste routes, and also for the Downtown Park City Business Improvement District (BID), which is a central hub for shopping and dining throughout the year.

This report summarizes the methodology and sampling plan developed to guide the composition study and presents the results of the research in graphical and tabular format. The report also offers observations about opportunities to increase diversion within Park City.

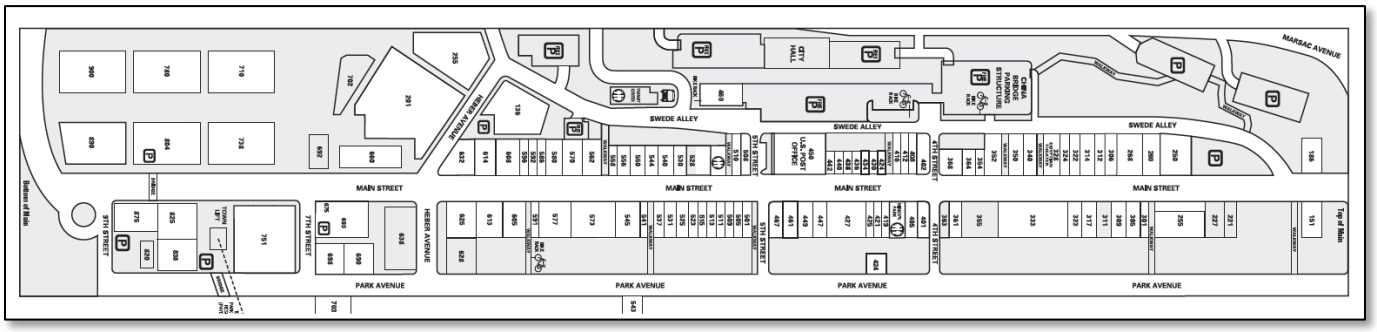
2. WASTE GENERATORS

The analysis of disposed waste streams focused on two generator groups within Park City:

- The Park City Downtown Business Improvement District (BID), and
- Residential households receiving contracted collection service.

Park City's downtown business district, shown in Figure 2-1, features a variety of restaurants, bars, retail stores, galleries, hotels, event venues, and professional services offices. In total, over 200 businesses make their home on or adjacent to Park City's Main Street.

Figure 2-1 Park City Downtown Business District Map



The City provides curbside refuse and recycling collection to households within its service area via a contract with Republic Services. Republic runs five refuse collection routes each week to provide refuse collection to Park City Residents. Table 2-1 lists all routes serviced for single-family residences in Park City each week.

Table 2-1 Residential Refuse Collection Route Summary

Collection Day	Route #	Collection Area
Wednesday	273	Park Meadows West/Thaynes Canyon
Wednesday	274	Prospector Square/Three Kings
Wednesday	271	Park Meadows East
Friday	274	Old Town/Solamere
Friday	273	Deer Valley

This study obtained and sorted samples from both the BID and from the residential sector in Park City.

3. STUDY DESIGN

3.1 SAMPLING PLAN

The objective of the sampling plan for any waste characterization study is to obtain a representative distribution of samples from the targeted waste streams and generator sectors in the study.

For the BID waste stream composition analysis, MSW Consultants compiled information about the business types and associated square footage for all entities operating in the BID. Based on prior business classifications developed by the City, the following business types were identified as the primary groupings for the BID.

- **Retail**: Park City's BID features a wide variety of jewelry stores, athletic apparel shops, designer clothiers, and specialty stores focusing on the sale of consumer goods. Examples include Lululemon, Norsk Leather & Fur, Utah Ski & Golf, and Dolly's Books. While plenty of these stores can be found along the length of the BID, it was found during this study that these businesses contribute little to the overall waste stream.
- **Restaurant & Bar**: There is a significant dining scene in the BID, and consequently restaurants and bars were identified as the primary generator of wastes to landfill. Examples include Grappa Italian Café, Flying Sumo, Red Banjo Pizza, and No Name Saloon & Grill.
- **Lodging:** Businesses in the Lodging Sector are classified as short-term accommodations typically for tourists to the Park City Area. Sampling teams encountered little material from this sector, but it is expected that generation ramps up notably in the winter.
- **Services:** Businesses in the Services sector include a broad range of businesses from insurance offices to barber shops. Waste generation was found to be minimal from businesses within this sector.
- **Venues:** The BID has a few performance venues within its service area, such as the Egyptian Theatre. Waste generation is highly variable at these locations; therefore, the decision was made to avoid sampling from the venues.

  Galleries: Park City's BID is home to several art galleries catering to appreciators of a wide variety of artistic tastes. Galleries impact on the waste stream is overall negligible, with occasional spikes in cardboard generation throughout the year.

At the outset of the planning process, it was determined that samples should be obtained from all six of the business groupings shown above. MSW Consultants accordingly developed a sampling plan that overweighted the restaurant businesses due to their known higher generation of wastes, but also attempting to capture wastes from all identified business types.

City Staff was responsible for contacting eligible businesses to recruit participants in the study. Through the use of emails, surveys, phone calls, and direct outreach from City staff , the City gathered information

from businesses to inform understanding of refuse generation behaviors and determine the time of day at which it would be possible to obtain refuse materials from the business prior to depositing wastes into one of the BID's central roll-off container. Based on responses from BID businesses, a sample retrieval plan was developed to visit participating businesses during various hours of operation to retrieve samples of wastes and recyclables for analysis. A total of 39 samples were allocated to BID businesses for field data collection.

Additionally, the study targeted grab samples from residential collection routes delivering wastes to the Summit County Landfill. These samples were obtained with the help of a loader when the Park City residential trucks tipped their full loads.

Table 2-2 summarizes the targeted number of samples for both the participating BID businesses, as well as for the residential refuse loads. Note that samples from the BID included materials sources from more than one business in most cases.

Table 3-1 Sampling Plan

Type	Targeted Samples	Actual Samples
Retail	1	0
Restaurants & Bars	18	13
Lodging	1	0
Services	3	0
Venues	0	0
Galleries	1	0
Residential	15	11
All	**39**	**24**

As shown in this table, the number of samples ultimately obtained fell short of the targets established jointly by MSW Consultants and the City. The reasons for this shortfall are itemized below:

- **Failure by Businesses to Deliver Sample Material.** Despite the efforts of the project team to recruit and alert businesses to participate in this study by accumulating wastes on the schedule sampling day, there were meaningful shortfalls in the number of businesses that were actually able to follow through on this commitment.
- **Insufficient Business Refuse Generation.** Other than the restaurants, which were found to be generating significant wastes and were successfully sampled during the project, other business types defined in the study were found to be generating markedly less waste than anticipated. In some cases – especially galleries – little to no waste was available and several of these establishments reported as much to field data collection personnel during the scheduled pickup. Some of the lower than anticipated waste generation may have been attributable the summer being more off season, and/or due to lower than usual visitation due to nearby wildfires
- **Unscheduled Modification to a Residential Refuse Route**. On Friday, the final day allocated for sample collection, one of the residential collection trucks never arrived to dump at the landfill during business hours. It was assumed that the driver was unable to complete their shift in time to dump on Friday, with a plan to empty the truck first thing in the morning on the following Monday. Despite attempts by MSW Consultants as well as Summit County Landfill staff to reach

multiple Republic Services contacts to rectify this matter, the undelivered load was ultimately not able to be sampled, resulting in a shortfall to the residential sampling targets.

It should be noted that very small quantities of wastes were obtained from other BID business types. Despite accumulating materials from more than one of each business type, not enough material was captured to make up a representative sample and consequently the results have been excluded from this report.

Data collected from the Residential Sector and the Restaurant & Bar commercial sector was found to be sufficient to draw meaningful conclusions from each of their respective result sets, however. Therefore, the remainder of this report focuses on the composition of wastes from the Restaurant & Bar businesses in the BID and on the Residential sector.

3.2 MATERIAL CATEGORIES

Each sample of refuse was sorted into 48 material categories. Table 2-5 shows the breakdown of the material categories within their respective material groups. Detailed definitions for each of these categories are contained in Appendix A.

One of the objectives of this study was to identify constituents in the waste stream that could be diverted from landfill through locally available means. Accordingly, each material was assigned a "recyclability class" which included:

1. **Recyclable Cardboard and Paper**: All cardboard and paper targeted in the curbside collection programs in the County, including aseptic boxes & gable top cartons.
2. **Recyclable Containers**: Metal cans and plastic bottles and other packaging targeted in the curbside collection programs in the County.
3. **Compostable Organics**: Food waste and compostable paper that could potentially be diverted via commercial composting or other organics management program.
4. **Not Readily Divertible**: Materials for which there are no readily available outlets for recycling, composting, or other diversion from landfill.

Table 3-2 Material Categories and Divertibility Class

Material Category	Divertibility Class	Material Category	Divertibility Class
Paper		**Organics**	
Corrugated Cardboard/Kraft Paper	1	Food Waste	3
Take Out Containers, Food, and Beverage	3	Yard Waste	3
Aseptic Boxes & Gable Top Cartons	2	Remainder/Composite Organics	4
Mixed Recyclable Paper	1	**C&D**	
Compostable Paper	3	Wood – Treated/Painted/Stained	4
Remainder/Composite Paper	4	Wood – Untreated/Clean	4
Plastic		Drywall/Gypsum Board	4
PET (#1) Bottles and Jars	2	Asphalt Roofing	4
PET (#1) Non-bottle Containers	2	Asphalt Paving, Brick, Concrete, and Rock	4
PET (#1) Containers - Contaminated	4	Carpet & Carpet Padding	4
HDPE (#2) Natural Containers	2	Remainder/Composite Construction & Demolition	4
HDPE (#2) Colored Containers	2	**HHW**	
HDPE (#2) Containers - Contaminated	4	Household Hazardous Waste or HHW	4
Rigid Plastic Containers #3-#7s	4	Batteries (All Types)	4
Rigid Plastic Containers #3-#7s - Contaminated	4	Medically-Related Waste	4
Expanded Polystyrene "Styrofoam"	4	**Electronics**	
Plastic Bags and Film	4	All Electronics	4
Durable/Bulky Rigid Plastics	4	**Other**	
Remainder/Composite Plastic	4	Recyclable Textiles and Clothing	4
Metal		Other Textiles and Leather	4
Aluminum Containers	2	Rubber Products	4
Aluminum Foils and Trays	4	Disposable Diapers & Sanitary Products	4
Other Non-Ferrous Metals	4	Supermix incl. Dirt & Fines	4
Steel Cans & Lids	2	Bulky Materials	4
Other Ferrous Metals	4	Other Materials Not Elsewhere Classified	4
Glass			
Glass Bottles, Jars & Containers	4		
Remainder/Composite Glass	4		

4. FIELD DATA COLLECTION METHODS

Field data collection involved two primary functions: (i) retrieval of sample materials from Downtown businesses and from inbound residential collection trucks, and (ii) sorting and weighing the samples at a central work area for use in developing composition estimates. These steps are described below.

4.1 RETRIEVAL OF DOWNTOWN SAMPLES

After receiving all questionnaire responses from the respondent businesses, City staff categorized eligible businesses by their ideal collection times and scheduled for pickup. Businesses were given their scheduled collection time and a set out location was communicated in advance.

At each of the business collection events, an MSW staff member driving a box truck went to each collection location, loaded all bagged refuse into the truck, and marked each bag with a tag identifying the business type. Each collection event took roughly two hours to complete. Upon completion of each collection route, the driver took all material back to the landfill for weighing and processing. Table 2-5 provides

additional detail on each collection event. As shown, 41 businesses were targeted to supply samples of refuse.

Table 4-1 Commercial Sample Retrieval Schedule

Collection Event	Date	Time of Day	# of Businesses
Monday Evening	8/16/21	6:00PM - 8:00PM	8
Monday Night	8/16/21	11:00PM - 1:00AM	6
Tuesday Morning	8/17/21	11:00AM - 1:00PM	13
Tuesday Afternoon	8/17/21	3:00PM - 5:00PM	14
Total			**41**

Once at the landfill bags were unloaded and separated by generator sector, where 150 lb. samples were weighed from the available piles. These samples were then staged next to the sorting area.

Figure 4-1 Sampling Truck Arriving at the Landfill

4.2 DOWNTOWN CARDBOARD

In addition to the analysis of Park City's commercial and single-family residential refuse stream, the City also had an interest in evaluating the cleanliness of City's cardboard recycling. MSW Consultants provided an audit of one of Park City's Downtown Business District dumpsters to gain a better understanding of the level of contamination present in the cardboard stream. This was done by bringing one of the BID's common cardboard dumpsters to the sorting area where it was dumped of its contents by a loader and had non-cardboard materials removed and sorted as a sample.

4.3 SAMPLING OF RESIDENTIAL LOADS

Due to the limited number of routes run each week, the determination was made to collect samples from each route in the Park City collection area. Upon arrival, MSW Consultants interviewed the drivers of Park City trucks to confirm the geographic origin, as well as other pertinent data. This information was noted on a handheld tablet computer, along with a unique identifying number associated with that vehicle on that day.

Selected loads of waste designated for sorting were tipped in a designated area at the landfill. From each selected load, two to four samples of material were selected based on random "grabs" from the perimeter of the load. For example, if the tipped pile is viewed from the top as a clock face with 12:00 being the part of the load closest to the front of the truck, the first samples was taken from 3 o'clock, 6 o'clock, 9 o'clock, 12 o'clock, and then from 1, 4, 7, and 10 o'clock, and so-on.

Figure 4-2 Freshly Tipped Load from Park Meadows West and Thaynes Canyon

Once the area of the tipped load was selected, the Field Supervisor instructed a Summit County Landfill loader operator to take a "grab" sample or "scoop" of wastes from that point in the tipped load. The grab was then dropped into an arranged row of barrels at the direction of the Field Supervisor. The contents of these barrels were weighed to confirm the minimum sample weight of 200 lbs. had been reached, and each sample was given a unique identification code. Samples were then driven to the sorting area where they were staged for sorting.

4.4 MANUAL SORTING

Once each sample had been acquired, the material was manually sorted into the prescribed component categories. Plastic 18-gallon bins with sealed bottoms were used to contain the separated components. Sorters were asked to specialize in certain material groups, with someone handling the paper categories, another the plastics, another the glass and metals, and so on. In this way, sorters were able become highly knowledgeable in a short period of time as to the definitions of individual material categories. The sorting protocol was the same for both the downtown commercial and single-family residential samples.

4.5 DATA RECORDING

The weigh-out and data recording process is the most critical process of the sort. The MSW Consultants' Crew Chief oversaw all weighing and data recording of each sample. Once each sample was sorted, and fines swept from the table, the weigh-out was performed. Each bin containing sorted materials from the just-completed samples was carried over to the scale. The sorting crew assisted with carrying and weighing the bins of sorted material, and the Crew Chief recorded all data.

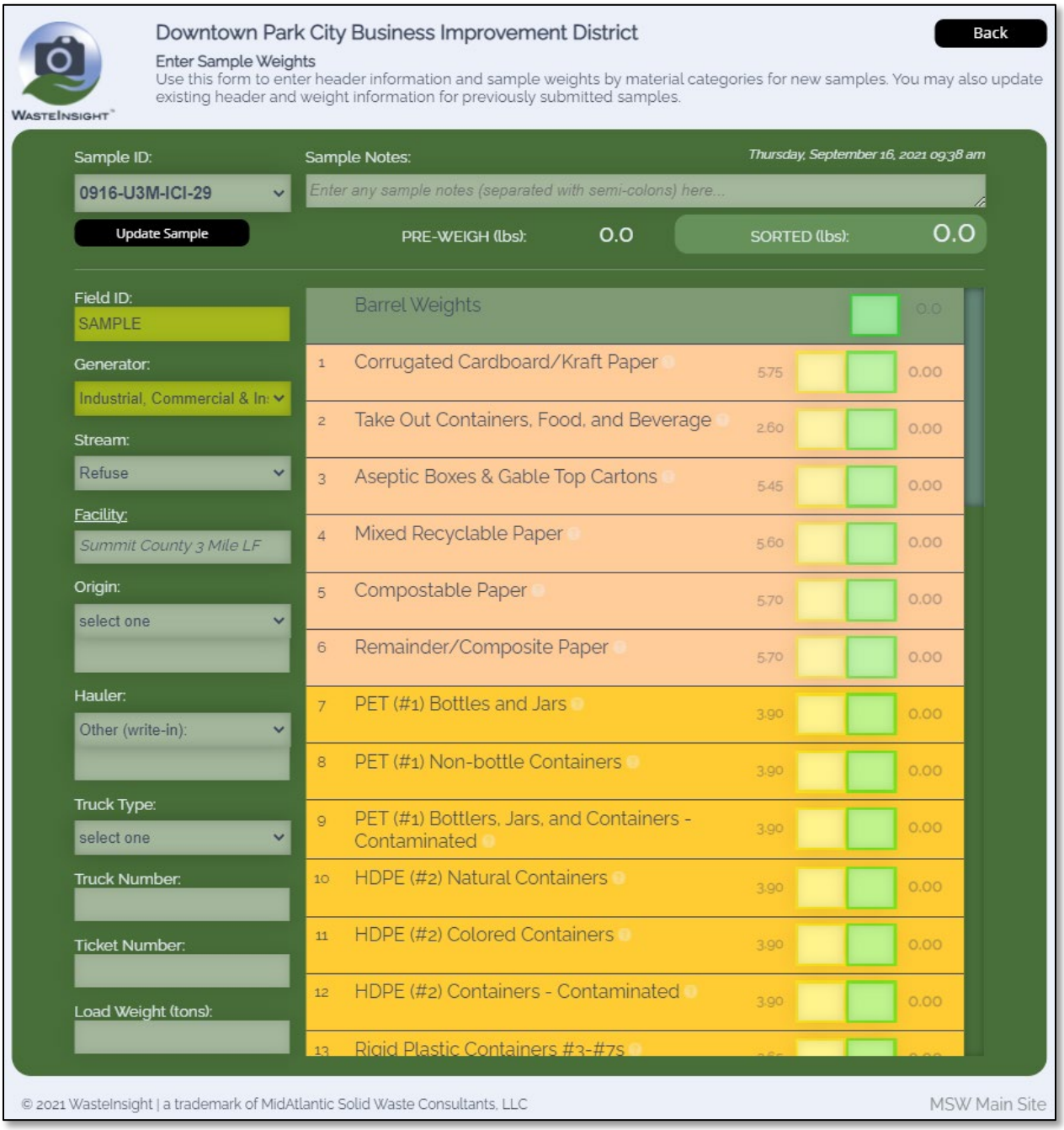
The Crew Chief used a rugged tablet computer to record the composition weights. The tablet allowed for samples to be tallied in real time so that field data collection could immediately identify and rectify errors

associated with light sample weights. The tablet synchronizes with the cloud via internet, providing excellent data security. Each sample was cross-referenced against the Field Supervisor's sample sheet to assure accurate tracking of the samples each day. The real-time data entry offered several important advantages:

- The template contains built-in logic and error checking to prevent erroneous entries.
- The template sums sample weights in real time so the Crew Chief can confirm achievement of weight targets for each and every sample.

Figure 4-3 shows a screenshot of the tablet-based data entry screen. All data were synchronized to a *WasteInsight*™, a cloud-based data analytics system.

Figure 4-3 Fieldwork Data Entry Form



4.6 DATA ANALYSIS

A statistical analysis was performed to calculate the mean composition for each of the material categories and for each material stream in this study. Samples were first normalized by converting the sample data from weight to percentage. Then, the sample mean was determined by averaging the percent composition of each material across all samples.

Confidence intervals are provided for each material category as well as for major material groups (e.g., "paper", "plastic", etc.). Confidence intervals have been calculated at a 90 percent level of confidence, meaning that we can be 90 percent sure that the upper and lower bounds of a confidence interval

successfully capture its respective population mean. (The converse is also true: that there is a 10 percent chance that a confidence interval will fail to capture its population mean.) In general, as the number of samples increases, the width of the confidence intervals decreases, although the more variable the underlying waste stream composition, the less noticeable the improvement for adding incremental samples.

To supplement the analysis contained in this report, the City has also been provided with three months' of online access to the *WasteInsight* system, which performs similar analytics and generates bar charts and pie charts to illustrate results.

5. COMPOSITION OF DOWNTOWN BUSINESS DISTRICT MATERIALS

Based on the experiences in this study, a significant majority of the landfill-bound refuse originating from the Downtown Business District. The composition estimates provided herein are consequently focused the Restaurant and Bar generator sector.

Figure 5-1 shows the restaurant and bar waste composition by major material group. As shown, organic materials comprise the majority of this waste stream.

Figure 5-1 Restaurant & Bar Refuse Composition

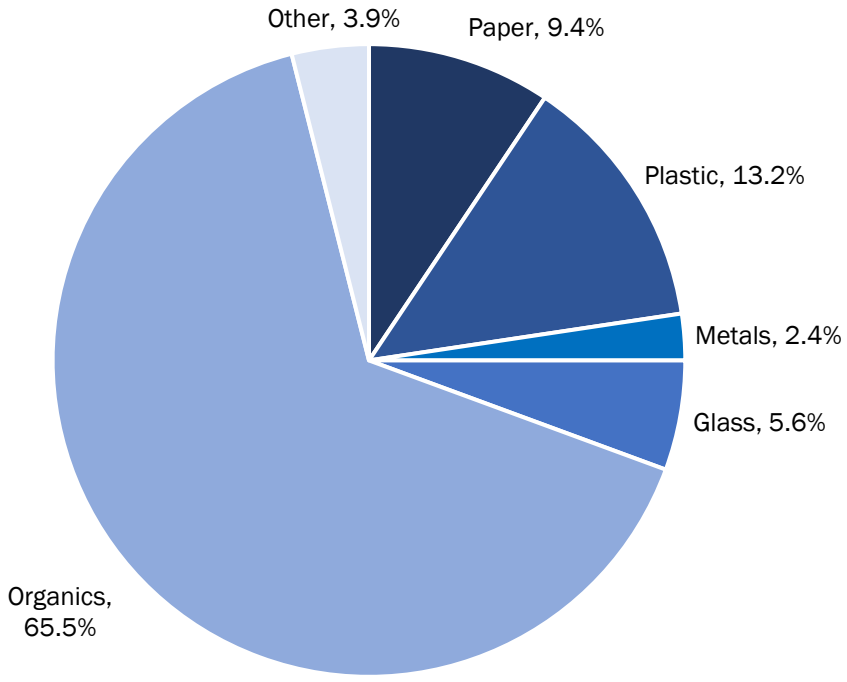


Figure 5-2 illustrates the percentage of material that could potentially be diverted from the restaurant and bar waste stream. As shown, 83 percent of all material disposed could either be diverted for conventional recycling (an be diverted at this time. Unsurprisingly, compostable organics (specifically from food waste) compose much of all landfill-bound material found in the Restaurant & Bar generator stream.

Figure 5-2 Divertibility of Restaurant & Bar Refuse

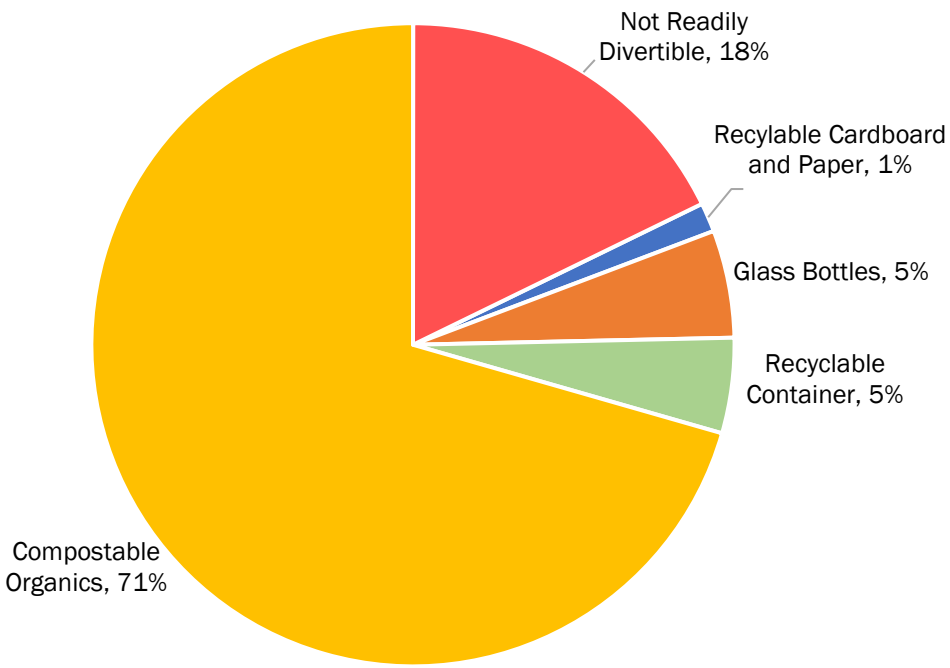


Table 5-1 provides the detailed tabular composition of the refuse collected from Park City restaurants and bars. This table shows the mean composition, and margin of error (+/-), calculated at a 90 percent level of confidence, for each of the constituents in the refuse stream.

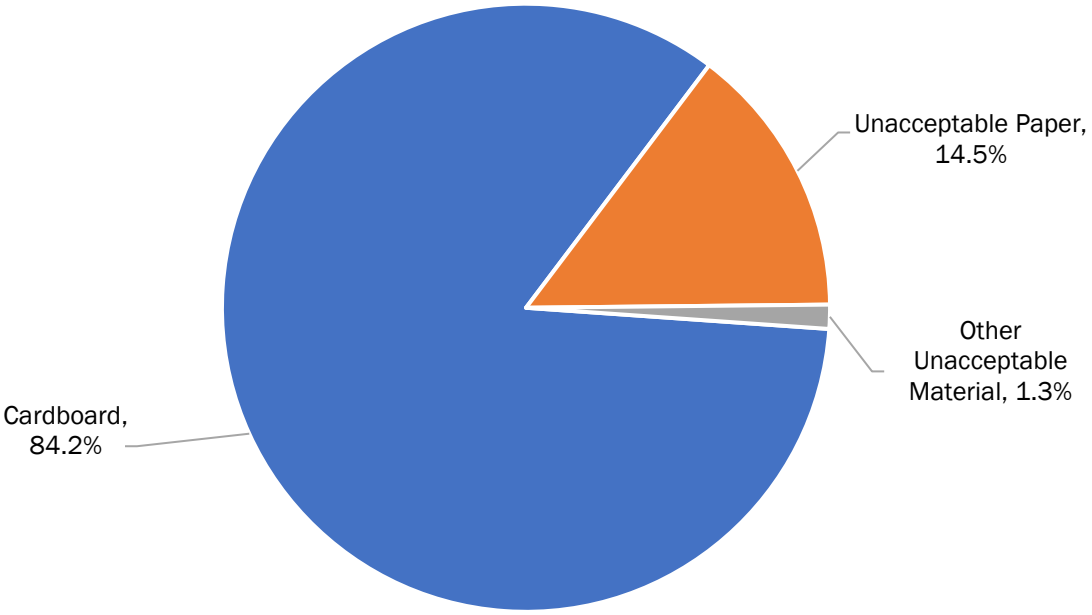
Table 5-1 Detailed Composition of Restaurant & Bar Refuse

Material Category	Mean	+/-	Material Category	Mean	+/-
Paper	**9.4%**	**2.8%**	**Organics**	**65.5%**	**6.7%**
Corrugated Cardboard/Kraft Paper	0.8%	0.4%	Food Waste	65.3%	6.7%
Take Out Containers, Food, and Beverage	0.3%	0.2%	Yard Waste	None Found	
Aseptic Boxes & Gable Top Cartons	0.8%	0.4%	Remainder/Composite Organics	0.1%	0.2%
Mixed Recyclable Paper	0.7%	0.3%	**C&D**	**0.2%**	**0.2%**
Compostable Paper	5.0%	1.9%	Wood - Treated/Painted/Stained	0.0%	0.0%
Remainder/Composite Paper	1.9%	1.6%	Wood - Untreated/Clean	None Found	
Plastic	**13.2%**	**3.9%**	Drywall/Gypsum Board	None Found	
PET (#1) Bottles and Jars	0.8%	0.3%	Asphalt Roofing	None Found	
PET (#1) Non-bottle Containers	0.4%	0.2%	Asphalt Paving, Brick, Concrete, Rock	None Found	
PET (#1) Containers - Contaminated	0.3%	0.1%	Carpet & Carpet Padding	None Found	
HDPE (#2) Natural Containers	0.9%	0.3%	Remainder/Composite C&D	0.1%	0.2%
HDPE (#2) Colored Containers	0.2%	0.2%	**HHW**	**0.0%**	**0.0%**
HDPE (#2) Containers - Contaminated	0.2%	0.2%	Household Hazardous Waste	None Found	
Rigid Plastic Containers #3-#7s	0.6%	0.3%	Batteries (All Types)	None Found	
Plastic Containers #3-#7s - Contaminated	0.4%	0.5%	Medically-Related Waste	None Found	
Expanded Polystyrene "Styrofoam"	0.1%	0.2%	**Electronics**	**0.0%**	**0.0%**
Plastic Bags and Film	5.8%	1.5%	All Electronics	None Found	
Durable/Bulky Rigid Plastics	0.0%	0.0%	**Textiles**	**0.5%**	**0.3%**
Remainder/Composite Plastic	3.4%	4.0%	Recyclable Textiles and Clothing	0.0%	0.1%
Metal	**2.4%**	**1.1%**	Other Textiles and Leather	0.5%	0.3%
Aluminum Containers	0.8%	0.4%	**Other**	**3.2%**	**2.9%**
Aluminum Foils and Trays	0.7%	0.3%	Rubber Products	0.8%	0.3%
Other Non-Ferrous Metals	0.0%	0.0%	Disposable Diapers & Sanitary Products	0.1%	0.2%
Steel Cans & Lids	0.9%	0.9%	Supermix incl. Dirt & Fines	2.0%	3.0%
Other Ferrous Metals	0.0%	0.0%	Bulky Materials	None Found	
Glass	**5.6%**	**4.0%**	Other Materials Not Elsewhere Classified	0.4%	0.2%
Glass Bottles, Jars & Containers	5.4%	3.9%			
Remainder/Composite Glass	0.2%	0.3%	***Total***	***100%***	
			Number of Samples	***13***	

6. COMPOSITION OF DOWNTOWN CARDBOARD

Figure 5-3 reflects the composition of the cardboard dumpster in the downtown area. As shown, almost 85 percent of the contents was in fact corrugated cardboard. The largest contributor to the cardboard dumpster's contamination was paperboard packaging, which is considered by Park City's processor to be a contaminant in their Cardboard stream.

Figure 6-1 Commercial Cardboard Dumpster Audit Results



It is worth noting that the unacceptable paperboard contamination appeared to originate from a variety of businesses. These results suggest that targeted education about limiting this container only to corrugated cardboard would improve material quality. Other recyclable paper and containers can be recycled at the City-provided mobile recycling center rather than the corrugated cardboard dumpster.

7. COMPOSITION OF RESIDENTIAL REFUSE

Figure 5-4 shows the residential waste composition by major material group. As shown, organics comprise over 36 percent of the refuse disposed at the County landfill.

Figure 7-1 Residential Refuse Composition

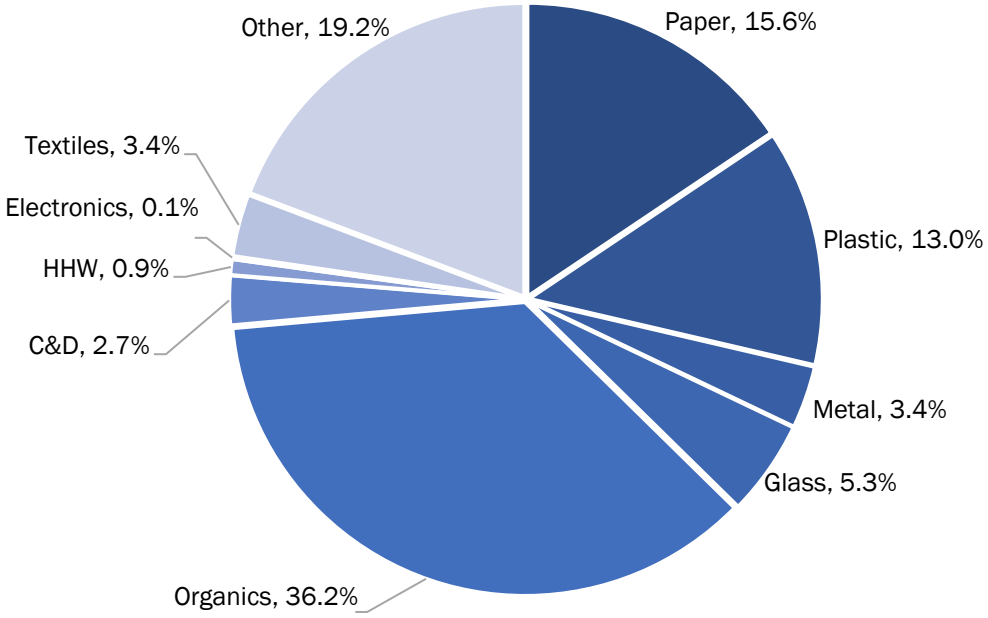


Figure 5-5 illustrates the percentage of material readily divertible from the refuse stream. Once again, compostable organics like paper to-go containers, compostable paper products, food waste, and yard waste, can represent meaningful areas for improvement in diverting material from the landfill.

Figure 7-2 Divertibility of Residential Waste

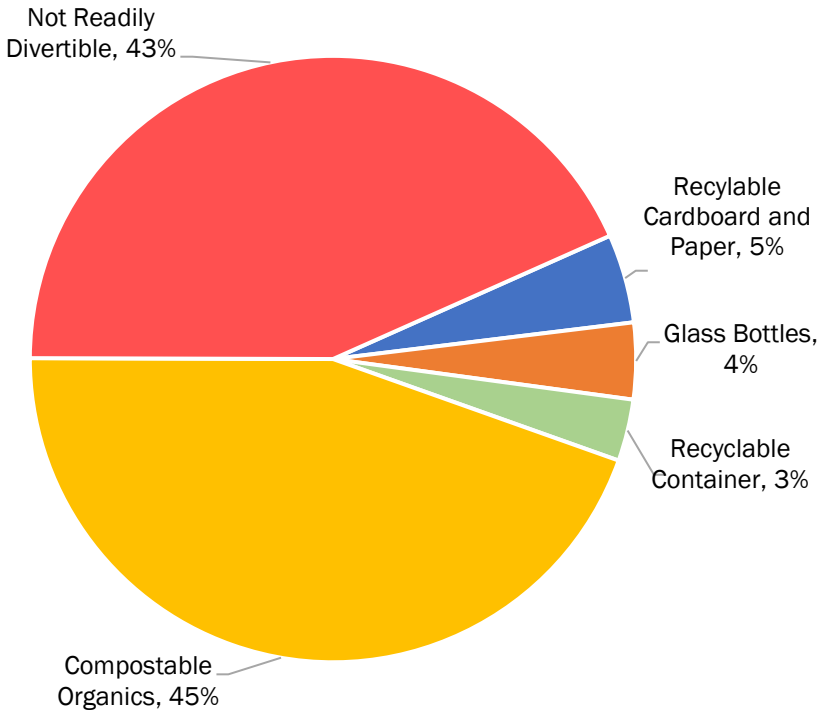


Table 5-1 provides the detailed tabular composition of Park City's Single-family residential refuse. This table shows the mean composition and margin of error (+/-), calculated at a 90 percent level of confidence, for each of the constituents in the refuse stream.

Table 7-1 Detailed Composition of Residential Waste

Material Category	Mean	+/-	Material Category	Mean	+/-
Paper	**15.6%**	**1.9%**	**Organics**	**36.2%**	**5.8%**
Corrugated Cardboard/Kraft Paper	1.2%	0.4%	Food Waste	23.2%	3.5%
Take Out Containers, Food, and Beverage	0.5%	0.2%	Yard Waste	11.6%	6.2%
Aseptic Boxes & Gable Top Cartons	0.3%	0.1%	Remainder/Composite Organics	1.5%	1.2%
Mixed Recyclable Paper	3.5%	1.9%	**C&D**	**2.7%**	**1.8%**
Compostable Paper	9.3%	1.4%	Wood - Treated/Painted/Stained	1.7%	1.6%
Remainder/Composite Paper	0.7%	0.2%	Wood - Untreated/Clean	0.3%	0.2%
Plastic	**13.0%**	**2.9%**	Drywall/Gypsum Board	None Found	
PET (#1) Bottles and Jars	0.8%	0.3%	Asphalt Roofing	0.0%	0.0%
PET (#1) Non-bottle Containers	0.6%	0.2%	Asphalt Paving, Brick, Concrete, Rock	0.3%	0.5%
PET (#1) Containers - Contaminated	1.3%	0.6%	Carpet & Carpet Padding	0.0%	0.0%
HDPE (#2) Natural Containers	0.2%	0.1%	Remainder/Composite C&D	0.4%	0.5%
HDPE (#2) Colored Containers	0.4%	0.2%	**HHW**	**0.9%**	**0.4%**
HDPE (#2) Containers - Contaminated	0.1%	0.1%	Household Hazardous Waste or HHW	0.5%	0.2%
Rigid Plastic Containers #3-#7s	0.4%	0.1%	Batteries (All Types)	0.1%	0.1%
Plastic Containers #3-#7s - Contaminated	0.6%	0.3%	Medically-Related Waste	0.4%	0.4%
Expanded Polystyrene "Styrofoam"	0.4%	0.2%	**Electronics**	**0.1%**	**0.2%**
Plastic Bags and Film	6.4%	1.7%	All Electronics	0.1%	0.2%
Durable/Bulky Rigid Plastics	0.5%	0.6%	**Textiles**	**3.4%**	**1.2%**
Remainder/Composite Plastic	1.4%	0.4%	Recyclable Textiles and Clothing	1.4%	1.1%
Metal	**3.4%**	**1.4%**	Other Textiles and Leather	2.1%	0.9%
Aluminum Containers	0.5%	0.1%	**Other**	**19.2%**	**5.4%**
Aluminum Foils and Trays	0.4%	0.2%	Rubber Products	0.6%	0.6%
Other Non-Ferrous Metals	1.2%	1.0%	Disposable Diapers & Sanitary Products	4.0%	1.0%
Steel Cans & Lids	0.6%	0.5%	Supermix incl. Dirt & Fines	12.8%	5.2%
Other Ferrous Metals	0.8%	0.8%	Bulky Materials	0.9%	1.1%
Glass	**5.3%**	**1.4%**	Other Materials Not Elsewhere Classified	1.0%	0.5%
Glass Bottles, Jars & Containers	4.1%	1.3%			
Remainder/Composite Glass	1.2%	0.6%	***Total***	***100%***	
			Number of Samples	***11***	

8. CONCLUSIONS AND RECOMMENDATIONS

This study was successful at compiling a baseline understanding of the City's residential waste stream composition, and also provided excellent insight into the composition of restaurant and bar waste, which was the most prevalent generator at the time of year the data collection took place. Not surprisingly, diversion opportunities in the restaurant sector revolve around food wastes and compostable low-grade papers. Organic wastes are also prevalent in the residential waste stream, although to a lesser degree.

The study suggests that cardboard recycling in the downtown area is effective, although confusion exists about paperboard. The study also confirms that the mobile recycling drop-off recycling system, which provides an outlet for glass bottles, is a necessary component to divert glass which is otherwise not accepted in single stream recycling in the City.

The following recommendations are offered for consideration by the City:

- **Refocus on Contamination in Cardboard Dumpsters**: Recycling education in the BID should refocus on the differences between actual corrugated cardboard and paperboard, with a focus on reducing the paperboard being placed in the OCC containers. Cardboard recycling containers should be visually assessed at routine intervals to validate that businesses are properly recycling this material.
- **Gradual Expansion of Commercial Organics Diversion**: The prevalence of food waste in the commercial refuse stream represents an opportunity to greatly reduce the amount of landfilled material originating from the Park City Downtown Business District. Many county and local governments facilitate food waste diversion by providing a simple composting operation on or adjacent to the landfill or yard waste management parcel. There can be no ideal "one size fits all" approach to reducing food waste in the many restaurants and bars in Park City, but working with businesses on a case-by-case level can make positive strides in organics diversion. Most businesses should be able to implement a diversion program targeting back-of-house food waste (kitchen waste, trimmings, etc.) as a solid first step in this process. Another opportunity, while often more challenging, is reducing the amount of front-of-house food waste disposed of by businesses. This often requires a degree customer participation and is therefore generally less reliable. It is recommended that the City coordinate with businesses to capture back-of-house organics as a first step, and potentially expanding to front-of-house food waste in the future.
- **Increase Capture of Glass from BID:** Glass bottles were found to be a meaningful remaining component of the restaurant waste stream. Given the availability of a glass drop-off with Park City's Mobile Recycling Center, it may be worthwhile to refocus outreach to the restaurants and bars, and/or to modify access times for the Mobile Center, to increase glass diversion.
- **Consider Performing a Winter Season Study**: As mentioned in this report, several of the business groups targeted in the study did not generate enough materials to be captured in the research. Setting aside the increased logistical challenges of performing a winter season study with heightened downtown activity, the data obtained in the winter high season would flesh out a full understanding of other business sectors, including lodging and potentially the retail and service sectors. However, it is acknowledged that a winter study could be especially challenging as it would place additional burdens on businesses to set aside material during a busier time of year.

APPENDIX A

MATERIAL CATEGORY DEFINITIONS

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Group	Material Category	Category Definition
Paper	Corrugated Cardboard/Kraft Paper	Corrugated boxes or paper bags made from kraft paper. Wavy center layer sandwiched between two outer layers without wax coating on the inside or outside. Examples include cardboard shipping containers and moving boxes, computer packaging cartons, and sheets and pieces of boxes and cartons. Does not include chipboard. Examples of kraft paper include paper grocery bags, un-soiled fast food bags, department store bags, and heavyweight sheets of kraft packing paper. Relatively unsoiled pizza boxes acceptable.
	Take Out Containers, Food, and Beverage	Paper take out containers and cups used for food service.
	Aseptic Boxes & Gable Top Cartons	Aseptic containers (multi-layered packaging that contains shelf-stable food products such as apple juice, soup, soy/rice milk, etc.) and "gable top" cartons (non-refrigerated items such as granola and crackers; refrigerated items such as milk, juice, egg substitutes, etc.). Rigid food and beverage cartons are usually paper-based, may be any shape, and may include a plastic pour spout as part of the carton.
	Mixed Recyclable Paper	Recyclable paper other than the paper types mentioned above. Examples include white office paper, junk mail, manila folders, manila envelopes, index cards, white envelopes, white window envelopes, notebook paper, carbonless forms, groundwood paper, softcover books, chipboard and uncoated paperboard, and deep-toned or fluorescent dyed paper.
	Compostable Paper	Low-grade, biodegradable paper that cannot be recycled, as well as food contaminated paper. Examples include paper towels, napkins, paper plates, waxed papers and waxed cardboard, and tissues.
	Remainder/Composite Paper	Paper products made mostly of paper but combined with large amounts of other materials such as plastic, metal, glues, foil, and moisture. Examples include corrugated cardboard coated with plastic, cellulose insulation, blueprints, sepia, onion skin, foil-lined fast food wrappers, frozen juice containers, carbon paper, self-adhesive notes, hardcover books, and photographs.
Plastic	PET (#1) Bottles and Jars	Clear or colored PET bottles or jars. The plastic resin number “1” is visible in the center of the triangular recycling symbol and may also bear the letters “PETE” or “PET”. A PET container usually has a small dot left from the manufacturing process, not a seam. It does not turn white when bent.
	PET (#1) Non-bottle Containers	Non-bottle containers such as rectangular PET clamshell or tray containers used for produce; etc. The plastic resin number “1” is visible in the center of the triangular recycling symbol and may also bear the letters “PETE” or “PET”. The color is usually transparent, green, or clear. This category only includes PET non-bottle containers that did not previously contain hazardous materials.
	PET (#1) Bottles, Jars, and Containers - Contaminated	PET bottles, jars, and containers more than 25 percent full of food or liquid.
	HDPE (#2) Natural Containers	Natural colored HDPE bottles. This plastic is usually either cloudy white, allowing light to pass through it (natural). When marked for identification, it bears the number “2” in the triangular recycling symbol and may also bear the letters “HDPE. Also includes natural buckets, pails or paint cans made of HDPE and designed to hold 5 gallons or less of material. This category only includes colored HDPE containers that did not previously contain hazardous materials.
	HDPE (#2) Colored Containers	Colored HDPE bottles. In contrast with natural HDPE, the colored HDPE is usually a solid color and opaque. When marked for identification, it bears the number “2” in the triangular recycling symbol and may also bear the letters “HDPE. Also includes colored buckets, pails or paint cans made of HDPE and designed to hold 5 gallons or less of material. This category only includes colored HDPE containers that did not previously contain hazardous materials.
	HDPE (#2) Containers - Contaminated	HDPE bottles, jars, and containers more than 25 percent full of food or liquid.
	Rigid Plastic Containers #3-#7s	Bottles, jars, containers, lids, and other packaging that are made of types of plastic other than PET (1) or HDPE (2). Items may be made of vinyl, LDPE, PVC, PP, PS, or other plastic. They may bear the number 3, 4, 5, 6, or 7 in the triangular recycling symbol, or may bear no recycling symbol. Examples include clamshells, trays, tray lids, cups, bowls, plates, hardware and fastener packaging, detergent and cleaning products bottles, squeezable bottles, frozen food containers, microwave food trays,vitamin bottles, cookie trays found in cookie packages, small (less than 1 gallon) brittle (single-use) plant containers such as nursery pots and plant six-packs.
	Rigid Plastic Containers #3-#7s - Contaminated	Rigid plastic containers #3-#7s more than 25 percent full of food or liquid.
	Expanded Polystyrene "Styrofoam"	Food and non-food packaging. Includes clamshell "Styrofoam" food containers, as well as cups, plates, and bowls. Includes finished products made of expanded polystyrene such as block Styrofoam padding and packing peanuts.
	Plastic Bags and Film	Plastic retail bags used to contain merchandise to transport from the place of purchase, given out by the store with the purchase. Retail Film Bags sorted into this category will largely be clean: free of excessive debris or moisture.
	Durable/Bulky Rigid Plastics	Plastic items other than containers or film plastic, that are made to last for more than one use. These items may bear the numbers 1 through 7 in the triangular recycling symbol. Examples include crates, buckets (including 5-gallon buckets), baskets, totes, large plastic garbage cans, large tubs, large storage tubs/bins (usually with lids), flexible (non-brittle) and durable flower pots of 1 gallon size or larger, lawn furniture, large plastic toys, tool boxes, first aid boxes, and some sporting goods, CDs and their cases, plastic housewares such as durable (not single-use) dishes, cups, and cutlery.
	Remainder/Composite Plastic	Plastic that cannot be put in any other type or subtype. Includes items made mostly of plastic but combined with other materials. Examples include auto parts made of plastic attached to metal, plastic drinking straws, produce trays, foam packing blocks (not including expanded polystyrene blocks), plastic strapping, handles and knobs, plastic cup lids, some kitchenware, plastic toys, plastic string (as used for hay bales), and plastic rigid bubble/foil packaging (as for medications).
Metals	Aluminum Containers	Aluminum containers for food or beverage. Also includes aluminum cat food containers.
	Aluminum Foils and Trays	Non-container aluminum products such as aluminum foil or aluminum food trays. Does not include items significantly contaminated with food or other material.
	Other Non-Ferrous Metals	Any metal item, other than aluminum cans, foils or trays, that is not stainless steel and that is not magnetic. These items may be made of aluminum, copper, brass, bronze, lead, zinc, or other metals. Examples include copper wire, shell casings, and brass pipe. Also includes composite material that is mostly non-ferrous metal by weight.
	Steel Cans & Lids	Steel or tin food or other containers. Includes aerosol containers. If significant food or other product remains in the container (greater than the weight of the container), it shall instead be sorted in that product material category.

Group	Material Category	Category Definition
Metals	Other Ferrous Metals	Any iron or steel that is magnetic or any stainless steel item. This type does not include tin/steel cans. Examples include structural steel beams, metal clothes hangers, metal pipes, stainless steel cookware, security bars, and scrap ferrous items. Also includes composite material that is mostly ferrous metal by weight.
Glass	Glass Bottles, Jars & Containers	Includes all glass bottles and jars, regardless of color. Examples include beer and soft drink bottles, and jars for food or other materials. If significant food or other product remains in the container (greater than the weight of the container), it shall instead be sorted in that product material category.
	Remainder/Composite Glass	Non-container glass. This category includes items made mostly of glass but combined with other materials. Examples include Pyrex, Corningware, crystal and other glass tableware, mirrors, non-fluorescent light bulbs, auto windshields, laminated glass, or any curved glass. Uncoated plate glass - includes window and door glass, table-tops, and some auto glass (side windows).
Organics	Food Waste	Food wastes and scraps, including meat, bone, dairy, grains, rinds, teabags, coffee grounds with filters, etc. Excludes the weight of food containers, except when container weight is not appreciable compared to the food inside.
	Yard Waste	Plant material, including woody material, from any public or private landscapes. Examples include leaves, grass clippings, plants, brush and branch prunings and trimmings.
	Remainder/Composite Organics	Organic material that is not food or yard waste. Includes cork, popsicle sticks, hair, animal waste, cigarette butts, chopsticks, woven baskets, and small non-construction related wood products.
C&D	Wood – Treated/Painted/Stained	Wood that contains an adhesive, paint, stain, fire retardant, pesticide or preservative. Does not include wood furniture.
	Wood – Untreated/Clean	Any wood which does not contain an adhesive, paint, stain, fire retardant, pesticide or preservative; includes such items as bulky wood waste or scraps from newly built wood products. Does not including land clearing debris or yard waste prunings and trimmings. The presences of nails or screws are acceptable.
	Drywall/Gypsum Board	Interior wall covering made of a sheet of gypsum sandwiched between paper layers. Examples include used or unused, broken or whole sheets of sheetrock, drywall, gypsum board, plasterboard, gypsum board, gyproc, and wallboard.
	Asphalt Roofing	Composite shingles and other roofing material made with asphalt. Examples include asphalt shingles and attached roofing tar and tar paper.
	Asphalt Paving, Brick, Concrete, and Rock	Includes asphalt paving materials, set or unset, and all types of fire-clay bricks. Includes Portland cement mixtures (set or unset), with or without aggregate materials (gravel, etc.). Includes rock gravel larger than 2"in diameter.
	Carpet & Carpet Padding	Flooring applications consisting of various natural or synthetic fibers bonded to some type of backing material. Carpet padding may include plastic, foam, felt, or other material used under the carpet to provide insulation and padding.
	Remainder/Composite Construction & Demolition	Construction and demolition material that cannot be put in any other type or subtype. This type may include items from different types combined, which would be very hard to separate. Also includes fiberglass insulation, ceramic fixtures, and other miscellaneous C&D Materials not mentioned above.
HHW	Household Hazardous Waste or HHW	Hazardous household items containing paints, thinners, solvents, vehicle equipment fluids, cleaners, pesticides/herbicides and fertilizers. Includes fluorescent bulbs and CFLs, light ballasts, and mercury-containing devices.
	Batteries (All Types)	Dry batteries, rechargeable batteries and lead-acid batteries.
	Medically-Related Waste	Treated or untreated medical waste. Includes bandages, gauze, diabetic strips, syringes, needles, other sharps, and medical tubing. Includes similar items from veterinary usage, medical research, or industrial laboratories.
Electronics	All Electronics	Includes all electronic items with a circuit board, including CRTs or other video displays, plasma and LCD monitors. cell phones, personal computers, laptop computers, notebook computers, processors, keyboards, etc. Includes stereos, VCRs, DVD players, etc. This category does not include automated typewriters or typesetters.
Textiles	Recyclable Textiles and Clothing	Clothing, rags, and accessories made of natural and synthetic textiles such as cotton, wool, silk, woven nylon, rayon, polyester, and other materials. Examples include pants, shirts, fabric purses, bed sheets, and towels.
	Other Textiles and Leather	Clothing, rags, accessories, and other textiles that are soiled/contaminated or that do not fit into the Recylable Textiles and Clothing category. Includes footwear and leather products.
Other	Rubber Products	Finished products and scrap materials made of natural and synthetic rubber, such as bathmats, inner tubes (not tires), rubber hoses, and foam rubber. Excludes footwear.
	Disposable Diapers & Sanitary Products	Adult and baby disposable diapers, and feminine hygiene products.
	Supermix incl. Dirt & Fines	Small mixed fragments 2" and smaller, and includes miscellaneous fines (paper, plastic, glass, etc.), sand, and dirt.
	Bulky Materials	Large, hard-to-handle items that are not defined separately. Examples include all sizes and types of furniture, mattresses, box springs, and base components.
	Other Materials Not Elsewhere Classified	Any other type of waste material not listed in any other sort category. Includes cosmetics, shampoos, lotions, etc.

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SUMMIT COUNTY
INTEGRATED SOLID WASTE MANAGEMENT

APRIL 2018

Master Plan Update

Summit County Integrated Solid Waste Management

MASTER PLAN UPDATE

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SECTION 1: INTRODUCTION

1.1 BACKGROUND

Summit County is a county in the state of Utah, occupying a rugged and mountainous area, including 39 of the highest peaks in Utah. It was created in 1854 as the "gateway to the west" when pioneers came on wagon trains through Echo Canyon. The County is approximately 1,882 square miles and the mean elevation is 8,388 feet above sea level, which is the second-highest of any county outside of Colorado. The permanent resident population is around 40,000, making it the 10th most populated county in Utah. A large number of the residents live in unincorporated areas of the County, the most populated being the Snyderville Basin. The County seat is Coalville and the largest city is Park City.

The County's economy is based largely on tourism and outdoor recreation, particularly the ski industry, which attracts seasonal visitors and workers and many second home owners. The largest employers in the County are Deer Valley Resort and Park City Mountain/The Canyons.

1.2 THE PROBLEM DEFINED

Summit County's integrated solid waste program consists of a municipal solid waste (MSW) landfill (i.e. Three Mile Landfill), a construction and demolition (C&D) landfill (i.e. Henefer Landfill), countywide curbside residential solid waste and recycling collection, including several central dumpster service areas where residences are remote and widely spaced, a household hazardous waste exclusion program, and a public education program.

Summit County employees operate the landfills and the household hazardous waste drop-off station at the Three Mile Landfill. The County has a contractual agreement with Recycle Utah, a local nonprofit organization that operates a recycling facility, to manage the public education program, two annual household hazardous waste collection events, glass collection, and other recycling efforts.

The County manages a contract with Republic Services, Inc. to haul residential waste and recycling.

In 2007, Summit County hired CH2MHILL to develop an Integrated Solid Waste Management Master Plan, which was completed and adopted in 2008.

In 2014, the County contracted with Five Star Engineers, LLC to update the solid waste master plan. The County Council approved the updates and the recommended goals. However, the goals described in the plan were not realistically achievable nor were there any implementation strategies or available funding at that time to accomplish them.

As a result, the existing working cell at Three Mile Landfill has run out of space and will be closed/capped toward the end of 2018. Efforts are underway to expand the landfill through the construction of six new lined cells; however, even with these expansions, the County estimates it has approximately 35 years left of landfill space if nothing is done to change the way the County manages solid waste. County staff estimate that around 80% of what currently goes into the landfill is recyclable materials primarily from the commercial sector. This presents an opportunity to implement programs to divert these materials from the landfill, thereby extending the life of the landfill beyond 35 years (i.e. well into the 2050's).

Additionally, costs associated with current solid waste service obligations, compliance with federal and state regulations, and commitments to further develop the Three Mile Landfill have exceeded what the County's General and Municipal Funds can sustain over a long period, leaving no additional funding for new programs to extend the lifespan of the Three Mile Landfill.

In March 2017, the County Manager directed staff to review and update the current Integrated Solid Waste Master Plan in order to extend the life of the Three Mile Landfill as long as possible, to advance the County Council's sustainability and environmental stewardship strategic goals (see page 15), and identify a dedicated funding mechanism to sustain the solid waste program far into the future.

In addition, staff was directed to evaluate the feasibility and cost effectiveness of eliminating the outside contracting of household waste collection and perform these tasks "in-house" with added County staff and equipment.

Advance planning is key to ensuring the County has access to a wide spectrum of options for managing the County's solid waste. It takes on average five to ten years to construct a new landfill, including the site planning, design, permitting and environmental studies. It can take nearly as long to develop short and long-term plans and identify, evaluate and receive public input on funding sources to transfer solid waste out of the County.

Doing nothing or waiting too long to act could have devastating impacts to the environment, County budget and programs, and quality of life of residents and visitors.

Summit County is uniquely positioned to address these challenges as manager of the area's landfills and of solid waste collection and disposal in the area, and as a steward of the County's air, land, water and taxpayer dollars.

This document is the result of staff's review and the County Council's approved direction, and serves as a roadmap to advance the aforementioned objectives.

1.3 SCOPE AND DEFINITIONS

This 2018 update to the County's Integrated Solid Waste Master Plan outlines proposed short- and long-term strategies and programs Summit County could implement over the next five to ten years to extend the lifespan of the Three Mile Landfill and advance the County Council's environmental strategic goals, as well as describes several potential options for managing the County's solid waste once Three Mile Landfill has reached its capacity.

Included in this document are an implementation calendar, cost estimates, funding options and the results of the County's public engagement process. This 2018 update to the Master Plan also contemplates programmatic areas into which the County could venture once funding is identified and/or additional revenue is made available.

The County has analyzed current and future solid waste generation, tonnage projection and multi-season waste composition; studied counties similar to Summit County for best practices and as a basis for comparison; surveyed the public for ideas on how to extend the life of the landfill; hosted two stakeholder meetings for feedback on where to focus research and on the resulting

recommended programs; and collected information and data on programs that could be implemented in the short- and long-term to divert otherwise re-usable and recyclable materials from the landfill.

Both the public survey and first stakeholder meeting solicited ideas from the public for programs that Summit County could implement to extend the lifespan of the landfill, as well as identified the areas where the County should not spend its time or limited resources. There was overwhelming support for residential glass collection, a materials recovery/sorting and transfer facility, weekly residential recycling pickup, mandatory recycling for both commercial and residential waste, and an enhanced education program to increase recycling participation.

The County took these ideas and added to them based on an analysis of the materials going into the landfill that if diverted would have the greatest impact on the landfill's lifespan due to their size, volume and recyclable content. As such, the County focused its research and program development on the following areas:

- Residential glass collection and means of disposal and re-use
- Commercial cardboard collection
- Ordinance requiring commercial recycling countywide
- Composting program
- Transfer facility for recycled material/sorting station
- Education program for residents and businesses

As a result of the Planning Committee's research and feasibility analyses, we narrowed the focus for the short-term on the following: 1) Operational needs, such as landfill management, collections, and legal requirements; 2) Commitments to further develop the Three Mile Landfill in order to get as much capacity out of it as possible; 3) Mandatory commercial recycling and commercial cardboard waste diversion; 4) Conceptual design for a recycling transfer facility; 5) Commercial composting; and 6) Public education and technical assistance.

For the long-term, we focused on construction and operations of a recycling transfer (and eventually recovery) facility; collection alternatives; expansion of the composting program; site planning for a new landfill; and waste-to-energy programs.

DEFINITIONS

Summit County defines:

Commercial waste as solid waste and recyclables collected by any hauler from any nonresidential source, such as offices, restaurants, retail establishments, malls, institutions, warehouses, hotels, etc.

Composting as a method of solid waste management whereby the organic component of the waste stream is biologically decomposed under controlled aerobic conditions.

Diversion rate (overall) as total tonnage diverted divided total tons deposited at the landfill.

Diversion rate (curbside) as total tons recycled divided by total tons of Municipal Solid Waste (MSW).

Municipal Solid Waste as household waste, nonhazardous commercial solid waste and nonhazardous sludge.

Organic waste as all biodegradable components of Municipal Solid Waste (MSW).

Recycling as recovering useful products and material from the waste stream in order to reuse or to produce new products from the recovered material.

Refuse as any garbage or other discarded material—including recyclables, organic waste, and/or hazardous waste—resulting from residential, industrial, commercial, or community activities.

Residential unit as an occupied living space, including single, multi-family, apartments and condominiums.

Solid waste as any garbage or refuse or other discarded material—including recyclables, organic waste, and/or hazardous waste—resulting from residential, industrial, commercial, or community activities.

Solid waste management as the collection, transport, processing, recycling, and/or disposal and monitoring of waste materials, and programs to reduce overall waste.

Waste diversion as any activity that prevents waste disposal in the landfill through source reduction, recycling, reuse or composting.

Waste generation refers to the total amount of waste that is produced in the County in a given time period, such as a year, and is typically measured in tons.

1.4 OBJECTIVES, GOALS AND MEASUREMENTS

In March 2017, the County Manager tasked staff with revamping the Integrated Solid Waste Master Plan to better reflect the County Council's environmental sustainability strategic goals, increase diversion to preserve landfill space, reduce the number of small truckload trips of recyclables to Salt Lake City, enhance partnerships with stakeholders and nonprofits in solid waste management areas the County cannot cover, and take a leadership role for the future.

A Solid Waste Master Planning Committee was formed to carry out these tasks, composed of staff from the Public Health Department and Environmental Health, Public Works, Sustainability, and Administration.

1.4(A) COMMITTEE MEMBERS

Janna Young, Director, Public Policy & Intergovernmental Affairs
Glenn Wright, County Councilmember
Derrick Radke, Director, Summit County Public Works
Tim Loveday, Superintendent, County Solid Waste Management
Lisa Yoder, Manager, Summit County Sustainability
Phil Bondurant, Director, Summit County Environmental Health

1.4(B) OBJECTIVES

- Divert more waste from the Three Mile Landfill, protect the County's water and air quality, and reduce the number of recycling trucks/trips between the County and Salt Lake valley.
- Include County Council, stakeholders (i.e. cities and nonprofits) and public input throughout the process (guidance and coordination).
- After Council provides direction on the recommendations, develop realistic and attainable implementation strategies and timelines with progress targets for both short-term and long-term programs.

- Create clear linkages between the implementation plan, costs, revenues currently available and the steps/resources needed to satisfy and complete the plan over time.

The options and paths the County takes to achieve these objectives require varying degrees of investment, resource management, time, operational changes, and public education and outreach. Regardless of the economic environment, there are tough decisions to be considered, which may require capital expenditures, when contemplating the implementation of the program recommendations to achieve these goals.

Some actions are currently underway, others will be implemented over the next five to ten years, while still others will be phased-in or expanded as resources become available. Any new programs will require additional resource allocation, discussion and consensus among elected officials, County management and County residents before action is taken.

1.4(C) VISION STATEMENT

Summit County will have a comprehensive and sustainable solid waste management system that will significantly contribute to preserving the quality of the region's air, water, land, and the quality of residents' health and life. Through this new planning effort, the County will need to re-think and re-design how it manages and operates its solid waste program.

1.4(D) GUIDING PRINCIPLES

- Increase the lifespan of the County's landfill through programs that sort out items for recycling and reuse;
- Reduce the emissions of greenhouse gases from the landfills, including CO2, CH4, and other gaseous components identified within in the countywide greenhouse gas inventory;
- Increase the diversion rate of both residential and commercial waste;
- Continue to encourage participation in countywide recycling by reinforcing education efforts and behavioral changes by residents, visitors, and the commercial sector;

- Promote public-private partnerships to capitalize on opportunities to economically or commercially use our solid waste through innovative and revenue-generating programs; and
- Investigate the feasibility of expanding the landfill enterprise fund or develop new revenue sources or overall funding mechanism to cover all solid waste operations in the County.

1.4(E) REDUCTION TARGET FOR LANDFILL WASTE

Based on current waste disposal and composition, the County believes an overall 30% reduction in waste tonnage going to the Three Mile Landfill by the year 2028 is a feasible goal (using 2017 as the baseline/starting point). To achieve this reduction target, the County will focus on programs aimed at diverting commercial recyclable waste, developing a program to collect and divert residential yard and green waste, and implementing proven and effective education models for both the commercial sector and resident and tourist populations focused on behavioral changes that reduce waste and increase recycling.

The County has determined that the biggest potential for waste reduction is in the commercial sector where recycling is currently voluntary. The County has determined an increase in diversion of commercial recyclable and compostable waste would significantly increase the operational lifespan of the Three Mile Landfill. The short-term programs outlined later in this document are focused on capturing commercial recyclable waste to achieve that diversion goal.

On the residential side, currently the County is seeing around a 20% curbside recycling rate, which is around 6% of overall municipal solid waste collection. In order to help hit that overall 30% reduction goal in all Municipal Solid Waste (MSW) over the next ten years, the County is focused on education and technical assistance (see pages 90-92) to increase residential recycling rates, as well as studying a future expanded composting program that diverts yard and other green waste, and potentially residential food waste from the Three Mile Landfill.

1.4(F) DIVERSION PERCENTAGE GOAL

Waste diversion is defined as any activity that prevents waste disposal through source reduction, recycling, reuse, or composting. Waste diversion is perhaps the most effective method for extending the lifespan of the County's landfill. Additionally, it has several other benefits that include financial, social, resource conservation, energy conservation, and disposal cost reduction.

Quite often communities implement recycling programs to reduce the amount of waste entering the landfill. Recycling is recovering useful products from the waste stream in order to reuse or to produce new products. The most common products recovered from the waste stream include paper, glass, plastic, and metals.

In 2008, Summit County adopted a waste diversion timeline goal of 30% by 2010, 50% by 2020, and 70% by 2030. According to the 2008 Summit County Integrated Solid Waste Master Plan, a 30% goal was within the range of diversion rates for similar communities. The 2008 Plan also noted that such goals could not be achieved through voluntary measures alone. As such, the 2008 Plan recommended the County implement a residential curbside recycling program to achieve a 30% recycling rate by 2010.

In 2012 a residential curbside recycling program was implemented. However, by 2017, the overall diversion rate was only 7% (see definitions page for calculation). Based on that data, it is evident Summit County was not able to reach its 30% waste diversion goal, even after implementing a countywide residential curbside recycling program. NOTE: It should be noted that the County had no means during this time to collect data on commercial sector recycling, as a such, it is possible the diversion rate is actually higher.

Potential reasons for this deficit could include:

1. The timetable was very short.

2. The implementation of the County residential curbside recycling program was delayed until 2012 because it was not practical to expand the program before the collection contract due date.

3. The 30% goal was ambitious and it was assumed that implementing a countywide curbside recycling program alone would help Summit County achieve the goal.

4. The data used to establish the 2007 base diversion rate of 18% may have been flawed.

5. The 2008 economic recession altered all of the solid waste volumes including waste and recycling generation rates. Therefore, the comparison of 2013 diversion data to the 2007 diversion data may not be valid.

6. Limited education provided to inform residents of what can/cannot go in curbside recycling bins.

7. The absence of commercial sector recycling data.

This 2018 update to the Integrated Solid Waste Master Plan sets new overall MSW diversion goals of 15% by the end of 2023 and 30% by the end of 2028. We believe these goals are achievable because the 2018 update to the Master Plan outlines specific actions tied to specific timelines to keep the County on track. Additionally, the 2018 Master Plan update dedicates a full year (2019) to developing a funding plan that will cover current and future service obligations, landfill development and compliance with federal and state laws, and any new initiatives the County pursues directed at diverting materials from the landfills. Previous iterations of the County's Solid Waste Master Plan did not provide clear direction, specific schedules, or the funding needed to successfully reach the waste diversion goals and reduction targets.

In order to accurately calculate progress made toward these goals, we recommend the Council consider establishing a permitting process for private haulers operating within the County to provide quarterly reports to the County on collection rates and tonnage, so that we have the data necessary to accurately calculate diversion and reduction rates, particularly in the commercial recycling arena.

Disclaimer: Achieving the above mentioned reduction targets and diversion goals is dependent upon acquiring the necessary funding to successfully implement the short- and long-term programs outlined in this plan (see Sections 6 and 7 on pages 59-110), as well as being able to provide alternative disposal options for the materials diverted from the landfills.

1.4(G) SUSTAINABILITY AND ENVIRONMENTAL STEWARDSHIP STRATEGIC GOALS

In 2017, the Summit County Council adopted the following effect as part of the County's strategic plan: "Through environmental stewardship and leadership, the County will implement plans and policies to secure, preserve, and protect our water, land, and air quality for the present and future." This effect was further defined to include three goals with objectives related directly to the County's management of solid waste, which are:

1) To maintain/improve water quality by designing, maintaining, and operating all solid waste facilities to manage storm water runoff and leachate production from the solid waste mass on site;

2) Responsibly manage the County's natural and built environment by:
    a. Revamping the solid waste master plan in an effort to extend the lifespan of the landfills and help achieve greenhouse gas emissions reduction goals; and
    b. Designing, maintaining, and operating all solid waste facilities with an emphasis on short-term and long-term economic and environmental sustainability; and

3) Reduce countywide greenhouse gas (GHG) emissions 80% below the 2014 level by 2042.

The strategies and programs outlined in this 2018 update to the County's Integrated Solid Waste Master Plan are designed to help advance the Council's environmental stewardship priorities. For example:

- Clean Air – Diversion of waste from the landfills, particularly cardboard, reduces methane and other gasses harmful to the environment. Additionally, the 2018 update to the Master Plan recommends programs focused on reducing the number of small truck trips through and within the County as a way to reduce greenhouse gas emissions.

- Clean Water – Under landfill operations and expansion, installing impermeable liners to protect groundwater and help us capture leachate as well as implementing a Storm Water Runoff Plan (see pages 60-65 for more information).

SECTION 2: ILLUSTRATION OF CURRENT SYSTEM

2.1 SUMMIT COUNTY'S SOLID WASTE GENERATORS

Waste generation refers to the total amount of waste that is produced in the County in a given time period, such as a year, and is typically measured in tons. The total amount of waste generated in Summit County consists of waste disposed at the two landfills and waste diverted from the landfills for recycling or reuse.

Summit County has been collecting daily waste disposal data at both County managed landfills since 2000. Waste hauled to the Three Mile Landfill is categorized as either residential waste, commercial waste, or self-hauled waste. Commercial waste may include waste from small businesses, industries, institutions, and nightly rental units.

In 2017, total solid waste managed in Summit County was 51,584 tons. Of that, approximately 40,179 tons of total municipal solid waste (MSW) was processed at the Three Mile Landfill; and 11,405 tons of construction and demolition (C&D) waste was disposed at the Henefer Landfill.

We have attempted to obtain recycling data from all agencies involved in the recycling business such as Recycle Utah, Curb-it, Republic Services, Good Earth, and ACE Recycling and Disposal. However, the recycling data from the private haulers are sporadic and can be misleading. For that reason, trend analysis of recycling tonnage will not be included in the waste generation analysis, but the recycling data will be presented in the recycling section of this 2018 update to the Master Plan for evaluation of the recycling program efforts.

Many factors influence the quantity of waste generated from Summit County. The U.S. Environmental Protection Agency (EPA) suggests a direct correlation between solid waste generation and how much money American households have to spend on goods and services. The United States Personal Consumer Expenditures (PCE) measures consumer activity in the country and is the best indicator of predicted waste volumes. Higher PCE means higher waste generation. During a boom in economic activity, in particular new construction/building activity as was seen in Summit County after hosting the Olympics in 2002, there is a noticeable increase

in waste generation.

Another unique and important factor that affects Summit County waste generation is tourism. The western side of Summit County, where Park City is located, is a resort destination and a significant winter recreation hub. Park City also has larger than normal levels of restaurants and shopping centers per capita to service the tourist population. According to the Economic Profile Tourism Report, prepared by the Park City Chamber of Commerce and Visitor's Bureau, Park City received an average of 3.028 million total visitor nights annually between 2010 and 2015. Higher tourism levels generally increase the waste generation of the community and have impacts on recycling, which is discussed later in this document.

Both Summit County's total tonnage of MSW and the U.S. PCE declined during the 2008 economic recession and rebounded after 2010. However, Summit County's total tonnage of MSW shows some decline after 2012, which can largely be attributed to the establishment of the countywide residential curbside recycling program.

Population and employment growth also has a direct impact on waste generation volumes, with an increase in population and the workforce resulting in an increase in the amount of solid waste generated. Income and population increases can also increase the generation of C&D waste as more homes and commercial structures are built to accommodate the growing population.

According to the University of Utah's Kem C. Gardner Policy Institute's population projections for the state, in 2017 the total population of Summit County was 40,740 residents. This is up 2,528 residents from 2013, which constitutes around a 6.6% increase over a five-year period. According to this same data source, Summit County's population is projected to be 57,983 residents by 2040 (a 7.2% increase). Additionally, Summit County is seeing significant workforce and employment growth, which is expected to continue to rise over the next several years.

Added to this projected growth is the County Council's strategic priority of reducing the deficit in affordable and workforce housing. As more affordable and workforce housing units are developed, we can expect an increase in the number of people residing within the County and as a consequence, an increase in waste generated within the County.

Note: These estimates of future population and solid waste generation rates do not consider, or take into account, the possibility of Park City and Summit County hosting, along with Salt Lake City the 2030 Winter Olympic Games for which the State of Utah has agreed to formally bid. Hosting an event of this magnitude would impact waste generation.

2.2 WASTE COMPOSITION ANALYSIS

Waste composition of a community can be established either by assuming the community's waste is similar to the national or regional average or by conducting an actual waste composition study to determine the composition of the waste stream. Conducting a community-specific waste composition study is a complex process that requires significant efforts and careful evaluation to minimize variability caused by seasonal effects, generator activities, and generator type. Such a study is beyond the scope of this 2018 update to the Solid Waste Master Plan.

In this section, we will try to make an assessment of the Summit County municipal solid waste stream composition by using local, regional and national average data such as Park City waste composition data published by Cascade Consulting Group Inc., Salt Lake City waste characterization data published by CalRecovery, and USA national average data published by the EPA.

2.2(A) RESIDENTIAL WASTE

Summit County's solid waste program is responsible for the management, collection, transportation, and funding of all waste generated from residential dwellings (including non-commercial multifamily units) and the residential curbside recycling program. The County has contracted with Republic Services, Inc. to provide residential waste and recycling collection services.

The garbage collected from residential dwellings of Summit County is transported by Republic Services to the Three Mile Landfill. Republic Services is also responsible for processing the materials recovered from the residential curbside recycling program. The residential recycling program recovers paper, cardboard,

plastic, aluminum, and metal. It does not recover yard waste or glass. Typically, Republic Services hauls the County's residential recyclables to Rocky Mountain Recycling in Salt Lake City.

The Summit County residential curbside recycling program is very effective and its performance is on par with similar programs in Utah. The residential curbside recycling program is recycling about 20% of total residential waste (excluding yard waste and glass). Residents also have the option to contract with small, privately owned and operated, nonprofit recycling companies, such as Curb-it and Good Earth for glass and compost services. Recycle Utah's drop-off center also has glass recycling. The County operates green waste, household hazardous waste, cardboard waste and metal waste drop-off containers at Three Mile Landfill, which residents can use on a self-hauled basis.

In 2017, Summit County's Three Mile Landfill received approximately 14,000 tons of residential waste from approximately 18,100 residential units distributed throughout the County.

Around 2014, Cascade Consulting Group Inc. conducted a waste audit study for Park City and they reported that, "Park City's overall waste generation is nearly evenly split between the residential and commercial sectors: residential generation accounts for approximately 45% of total generation and commercial generation accounts for 55%. Combined, the residential and commercial sectors divert about a quarter of the materials they generate: the residential sector diverts approximately 49% of its generated materials, and the commercial sector diverts about 5% of its generated materials." The Cascade Consulting Group report also showed that the unrecovered compostable residential waste sent to the landfills is approximately 19%.

The U.S. EPA Municipal Solid Waste Generation, Recycling, and Disposal Facts and Figures Report along with local reports all point out that municipal solid waste is comprised of approximately 4-5% glass and over 13% yard trimmings with a potential of more than 46% organic waste.

If we assume Summit County's waste stream is similar to the national average and the yard waste content is approximately 13%, it would be safe to say that at least 10% of the MSW going into the landfill contains recoverable yard waste. In addition, a conservative estimate is that 4-5% of the municipal solid waste disposed at Three Mile Landfill consists of all varieties of glass.

2.2(B) COMMERCIAL WASTE

Commercial waste is solid waste and recyclables collected by any hauler from any nonresidential source, such as offices, restaurants, retail establishments, malls, institutions, warehouses, hotels, etc.

In 2017, Summit County's Three Mile Landfill received approximately 24,000 tons of municipal waste generated from commercial sectors of the County, which represents 65% of the total waste deposited in the Three Mile Landfill.

Summit County is not directly involved in commercial waste collection or commercial waste recycling. Business owners are responsible for contracting with waste haulers and paying the cost of hauling and disposal. Commercial waste recycling is currently voluntary. Republic Services and ACE Recycling and Disposal are the two major haulers engaged in commercial waste collection and recycling in the County.

In the absence of waste composition data, it is very difficult to make accurate judgments on commercial waste recycling potential. However, we will review the Salt Lake City waste characterization report published by CalRecovery, as well as the results of our own research to make some conclusions.

The 2013 Salt Lake City Commercial Waste Composition Report by CalRecovery indicated that commercial waste has between 15–37% total paper and cardboard, 33–65% total organic waste (mainly food waste), 1–7% total metals, and 3–10% total plastics with no significant source of other recyclables.

We can assume the commercial sector is not performing better than the residential sector in terms of recycling rate. Therefore, if commercial waste is responsible for 65% of the waste being deposited in the Three Mile Landfill, we can conclude that commercial waste recycling is well below its potential and there is additional capacity to recycle in the commercial sector within the County.

Based on our observations of what is being disposed of at the Three Mile Landfill from commercial hauls and our survey of commercial dumpsters in the County, we have determined that the most significant recyclable material from the commercial sector is cardboard. We outline a commercial cardboard collection program later in

this document as a diversion initiative that could have a significant impact on the lifespan of the Three Mile Landfill and could offer opportunities for public-private partnerships, as well as potentially new revenue sources for the County.

2.3 SOLID WASTE SERVICES

2.3(A) REFUSE

COLLECTION

On an annual basis, approximately 50,000 tons of refuse are collected in Summit County, about 35% of this total is collected from residents through the curbside waste collection program with the remainder from the commercial sector. As mentioned previously, the County contracts with Republic Services, Inc. to collect and haul residential waste to the Three Mile Landfill. Roll-out curbside bins are provided by Republic Services to each household in the County, including non-commercial multi-family dwellings (note that some of these are serviced by dumpsters).

There are some residential areas in the County which the Republic trucks cannot access due to the terrain. In these areas, shared, community dumpsters are provided and collected either by ACE Recycling and Disposal, Republic Services or the County. Residential collection occurs on a weekly basis and costs the County's General Fund approximately $2.73 million/year. Currently, residents pay $36/year per household, a portion of which goes towards trash collection/hauling, and a portion towards capital improvements within the Solid Waste Program for the County. (Note: This fee was implemented in 2016. More on this in the budget section, pages 37-39).

On the commercial side, approximately 24,000 tons of solid waste is disposed of at the Three Mile Landfill on an annual basis. Individual businesses contract with one of two haulers, either Republic Services or ACE Recycling and Disposal, to pick up and haul their refuse to the Three Mile Landfill (as noted above, the County is not involved in commercial waste pickup). Commercial businesses are serviced by individual or shared dumpsters provided by the hauler.

Additionally, large item, green waste, hazardous waste, and cardboard and metal

collection/drop-off containers exist at the Three Mile Landfill and are managed by County staff.

DISPOSAL

With a few exceptions, all refuse collected in Summit County from both residential and commercial units are hauled to and disposed of at the Three Mile Landfill (construction and demolition waste is hauled to and disposed of at the Henefer Landfill). The County owns and has responsibility for day-to-day operation of both landfills at an annual cost of $1.54 million. Starting January 1, 2018, the County will charge haulers $35/ton to dispose refuse into the Three Mile Landfill and $33/ton to dispose C&D into the Henefer Landfill. Generators who dispose of solid waste in the County's landfills that originated outside of the County's borders will be charged two and a half times the above mentioned rates.

2.3(B) RECYCLING

COLLECTION

Summit County provides a countywide residential comingled curbside recycling program (meaning all approved recyclable materials go into the same bin) for all County residents that excludes glass and green waste. The collection and processing of the curbside residential recycling program are currently contracted to Republic Services, Inc., and funded by the County's General Fund. Rollout bins are provided to each household and non-commercial multi-family dwelling unit (with dumpsters in some multi-family and rural areas) and collection is typically every other week.

The tonnage of residential materials recycled per month more than doubled after the countywide residential recycling program was established in 2012. In 2017, the countywide residential recycling program serviced approximately 18,100 residential units and collected approximately 3,000 tons of recyclable materials at a cost to the County's General Fund of a little over $700,000. As stated earlier, currently, residents pay $36/year per household, a portion of which goes towards trash collection/hauling, and a portion towards capital improvements within the Solid Waste Program for the County.

Summit County also has drop-off containers at the Three Mile Landfill for recycling cardboard waste and metals for self-haulers to dispose of before entering the landfill. Approximately, 14 tons of cardboard and 442 tons of metal were diverted through this operation in 2017.

Commercial recycling collection is unrestricted, voluntary, and paid for by individual business owners or commercial property managers. Several businesses have established recycling programs with private haulers. Businesses are free to pick a hauler and pay for the collection and disposal cost directly to the hauler. The two main haulers providing commercial recycling services in Summit County are Republic Services and ACE Recycling and Disposal with some smaller companies, such as Good Earth and Curb-It.

Recycle Utah (RU), a not-for-profit organization also operates a drop-off recycling center in Park City and provides nine remote glass bins at four collection/drop-off sites throughout Park City and the Snyderville Basin.

Summit County contributes around $85,000 annually to RU through a service agreement to help fund RU's recycling drop-off center, as well as provide public education, hazardous household waste collection, and electronic waste diversion. The County's Solid Waste Superintendent is the County Liaison to RU's Governing Board. RU also receives financial support from the Snyderville Basin Water Reclamation District (SBWRD) and from the Park City Municipal Corporation. Revenue from recycled material and private donations constitute the remaining portion of RU's annual budget.

RU's recycling center offers drop-off services for the following materials:

- Aluminum Cans
- Plastics (#1 - #7)
- Plastic Bags
- Batteries: Alkaline, Rechargeable, Car
- EPS Styrofoam (packing foam)
- Cardboard
- Electronics
- Metal
- Cables and Chargers
- Cell Phones

- Paper
- CFL/LED Light Bulbs
- Fluorescent Light Tubes – 6′ max length
- Electronics
- Glass: Brown, Clear, Green, Blue
- Thermometers and Thermostats

In addition to its recycling center, RU also provides the following services to the public:

- Recycling education programs for every elementary student annually in Summit County;
- Adult recycling education, such as “Green Drinks” and the Green Business program;
- Ongoing recycling educational services at the Recycling Center and through the media;
- Two annual household hazardous waste drop-off events;
- Home composting education program;
- Special events for recycling, reuse, and repurposing of materials;
- Reuse program for construction and demolition (C&D) materials; and
- Warehouse thrift store to purchase items that otherwise might end up in the landfill.

In 2017, RU recycled just over 1,700 tons of material compared to just over 1,500 tons in 2013. Following sections of this document include discussions of potential future collaborative efforts between Summit County and RU.

DISPOSAL

All recyclables collected from the residential curbside recycling program and commercial sector are trucked to Rocky Mountain Recycling in Salt Lake City to be sorted, processed and recycled. Some of the smaller recycling haulers take recyclables to Heber City in Wasatch County.

At the Three Mile Landfill, all metals dropped off are sold to various companies for recycling under a bid system, such as Western Metals or Pacific Steel who pick up the materials from the landfill. For all cardboard waste that is dropped off, the

County sells to Interwest Paper for recycling, which the County hauls to their location in Salt Lake City.

Everything dropped off at the RU recycling facility is picked up directly from recyclers who contract with RU. For example, all glass is picked up by Momentum, located in Salt Lake City, who operates the only glass recycling facility in the state. RU also has contracts with Interwest Paper who recycles all the paper they collect, and Metech for electronics recycling, to name a few.

2.3(C) ORGANICS

COLLECTION

Organic waste diversion is the removal of all biodegradable components from the waste stream that are of biological origin. These wastes include residential and commercial yard trimmings, agricultural waste, animal and human waste, restaurant and household food waste, and other organic materials.

The most common organic waste diversion method is composting, and the most commonly diverted materials of organic waste are green waste (i.e. yard trimmings/waste components) and food waste.

In Utah, composting is considered recycling, and the state of Utah solid waste rules define composting as a method of solid waste management whereby the organic component of the waste stream is biologically decomposed under controlled aerobic conditions. Yard waste can be processed easily to produce compost or mulch.

Currently, Summit County's organic waste diversion operation is limited to tree limbs and other landscaping waste, which is self-hauled to the Three Mile Landfill where is it chipped and sold as mulch. Commercial green waste is self-hauled to and landfilled at the Henefer Landfill. During the holiday season, the County also provides Christmas tree drop-off locations countywide.

DISPOSAL

Some residents in Summit County have home composting systems while residents in the rural areas discard their green waste to nearby empty fields. On the commercial side, some businesses have contracts with local, small compost operators who collect their non-animal food waste, such as Park City Compost/Low Stump Tree Services and Wild Harvest Farms. However, the vast majority of the organic waste generated within the County is discarded into the Three Mile Landfill.

Summit County is interested in developing a green waste and maybe eventually, animal food waste composting program for the future as a tool to extend the lifespan of the landfill and reduce landfill methane gas emissions, which is contemplated later in this document (see pages 84-90). However, it is important to note that the collection, hauling and composting processes are expensive and logistically complicated, particularly considering the relatively low volume of compostable waste produced in the County, which factors into the cost/benefit analysis of a countywide program.

2.3(D) HAZARDOUS WASTE

COLLECTION

Summit County operates a full-service household hazardous waste (HHW) collection/drop-off site at the Three Mile Landfill, which is open to the public 6 days a week and operated by trained and certified personnel.

Additionally, the County helps sponsor with Recycle Utah and the Sunrise Rotary two HHW collection/drop-off events for residents every year, usually one in the spring and one in the fall (first Saturday of May and October).

The County also has a HHW public education program, primarily managed and run by RU to discourage improper disposal of household hazardous wastes (e.g. disposing of hazardous materials in the trash, pouring them down the drain or onto the ground). Improper disposal of hazardous waste can cause groundwater

contamination underneath the landfill, upsets the proper operation of the wastewater treatment plant, and causes soil and storm water contamination.

DISPOSAL

The HHW materials that are collected at Three Mile Landfill and at the RU annual drop-off events are characterized and segregated by material type (such as paints, flammables, or oils) and transferred to a licensed hazardous waste contractor (such as Veolia) for proper disposal at a lined and permitted landfill. Disposal records are kept and maintained at the Three Mile Landfill. In 2017, Summit County collected and properly disposed of 13.2 tons of HHW from Three Mile Landfill.

2.4 CURRENT WASTE DIVERSION

Currently, Summit County is diverting approximately 20%, or 3,600 tons of recyclable material away from the Three Mile Landfill through the County's residential curbside recycling program. However, this represents approximately 9% of the total solid waste produced in the County due to low levels of recycling occurring in the commercial sector.

2.5 BUDGET, REVENUES, STAFFING, EQUIPMENT, SERVICE CONTRACTS

2.5(A) BUDGET

In 2017, Summit County's solid waste budget was $5.84 million. This includes $2.73 million for residential collection (i.e. the Republic Services and ACE contracts), $1.54 million to manage the Three Mile and Henefer Landfills, and $1.57 million for capital improvements, such as construction of Cell 1 in 2017 and revision of the Weber drop-off site and equipment.

2.5(B) REVENUES

Summit County's solid waste program is partially funded by the County's General Fund and tipping fees generated at the two landfills. The County also receives revenues from tipping fees from private and self-haulers who dispose of solid waste into the landfills. Summit County's tipping fees, starting January 1, 2018 are $35/ton at Three Mile Landfill and $33/ton at Henefer Landfill, which is budgeted at $1.6 million. As noted previously, in 2016, the County implemented a $36 annual solid waste management fee for all County residents who receive trash services, which generates around $900,000 per year. Miscellaneous revenues also come from selling metals (approximately $42,000) and cardboard waste to recyclers.

All of these revenues combined total around $2.3 million, which offset a portion of the total $5.84 needed to operate the County's existing solid waste management program. Capital projects, such as the construction of additional Cells at the Three Mile Landfill, require additional funding.

2.5(C) STAFFING

Currently, Summit County employs eight individuals for the solid waste management program. This includes seven full-time employees and one part-time employee. Additionally, the County employs one contractor to oversee the Samak collection site. A full breakdown of the staffing positions and responsibilities is as follows:

Solid Waste Superintendent (1): Manages the solid waste program, including landfills and collection; supervises all employees.

Operators (5): Operate equipment and trucks for waste disposal.

Spotters (2): Operate the scales at the landfills and observe residential disposal at the drop-off site in compliance with the required audits of waste going into the landfills.

NOTE: Summit County's 2018 budget includes funding for a new full-time position of Landfill Foreman who will supervise daily operations at both landfills.

2.5(D) EQUIPMENT

Summit County Solid Waste Management utilizes a fleet of seven (7) vehicles, including three (3) pick-up trucks, two (2) roll-off trucks, and two (2) dump trucks. Solid Waste Management falls under the umbrella of the County's Public Works Department. Through an internal service fund arrangement, maintenance of the solid waste vehicles is completed by personnel in the Public Works Department. The vehicles undergo routine scheduled preventive maintenance, and are depreciated based on expected service lifetimes. In normal budget years, vehicles are replaced on their depreciation schedule; however, in the current economic situation of the County, some vehicles may be retained longer than their service contract dictates.

The County's 2018 budget provides monies to replace a model 950 front-end loader and a model 973 loader at a total cost of around $750,000.

2.5(E) SERVICE CONTRACTS

Republic Services, Inc.

Summit County has established several contractual relationships with private sector companies operating in the solid waste management field. The most significant is the County's contract with Republic Services, Inc., one of the largest solid waste hauling companies in the state and one of only two large haulers operating in the County. As mentioned previously, they collect, haul and dispose of refuse from residents and the commercial sector to the Three Mile Landfill and collect/haul recyclables from County residents to Rocky Mountain Recycling in Salt Lake City. Republic Services also has separate contracts with individual businesses in the County for refuse and recycling services.

Additionally, the County has a contract with ACE Recycling and Disposal, Inc. for residential dumpsters in remote areas of the east side of the County not serviced

by the Republic Services contract, such as Christmas Meadows and the Bear River Lodge area of Mirror Lake Highway. The waste collected in these dumpsters is hauled to Uinta County, Wyoming.

Recycle Utah

Summit County's contract with Recycle Utah for drop-off recycling services, public education, hazardous waste collection and electronic waste diversion was described on pages 5 and 19-25 of this document. This contract is renewed each budget year and is around $85,000.

Other Service Contracts

Summit County has a land lease for the Samak collection site, and agreements with Honey Bucket to provide porta toilets at both landfills, and with Veolia to pick up and haul the household hazardous waste collected at the Three Mile Landfill.

2.6 LEGAL REQUIREMENTS

In the State of Utah, the management and collection of solid waste is governed by the State Department of Environmental Quality Solid and Hazardous Waste Collection (DEQ). Summit County's landfills are permitted by DEQ.

SECTION 3: WASTE DISPOSAL ASSESSMENT

3.1 HISTORIC AND CURRENT WASTE DISPOSAL RATES

Historic and current tons of waste disposal were obtained from the records of Three Mile Landfill and the Henefer Landfill. Since 2000, both landfills have been weighing all loads of waste entering the landfills daily. The total weight of waste disposed at each landfill is presented in tons per calendar year. It is noteworthy that waste disposal rates have not consistently increased over this period even though the County's population and workforce have increased. Rather, there has been some variability in the annual disposal rates most likely caused by factors such as economic growth and contraction, tourism rate, and the countywide curbside residential recycling program.

Summit County's 2008 Integrated Solid Waste Master Plan's total waste projection rates were based on the disposal rates of 2007, a population growth rate of 4 percent over 30 years, and a tourism rate increase of 4 percent. However, soon after the County adopted the master plan, the U.S. economy went into a recession and Park City's tourism numbers in particular, also decreased. Due to these significant changes, the County's total waste disposal started to decline after 2008 and began to level out after 2011.

When comparing Summit County's total historic waste disposal to other communities in Utah with similar population size and/or economy, data show that during the 2008 – 2010 economic recession all communities experienced a decline in waste disposal rates. The most significant decline was observed in Washington County, followed by Summit County. We attribute that decline primarily to an unusual buildup in waste produced as a cause of the 2002 Olympics which were hosted in the County, and then a reduction in construction activity (i.e. C&D waste) during the recession. A rebound in total waste disposal was observed after 2011 in all communities except Summit County, which could be due to the implementation of the curbside recycling program.

In 2013, the estimated Summit County population was approximately 38,388 according to EMSI data, which is approximately 1 percent (519 people more) higher than the population in 2012, again according to EMSI data. However,

Summit County landfill data show that total waste disposal in 2013 declined from 2012 levels by about 6,301 tons, which was the lowest amount of solid waste disposal since 2004. This decline was mainly due to the adoption of a countywide curbside residential recycling program in 2012, enhanced focus on a waste reduction public education program, and reduced C&D waste.

In 2017, Summit County's MSW disposal volume was 41,000 tons at Three Mile Landfill collected from approximately 18,100 residential units and commercial businesses, which is a fairly consistent disposal volume over the four-year period since 2013.

3.2 FUTURE SOLID WASTE PROJECTIONS

In the previous sections we reviewed how waste generation rates are influenced by factors such as personal consumer expenditures (PCE), population and employment growth, and tourism. In this section we will attempt to project Summit County's future waste disposal rates while considering these factors. To project future waste disposal rates we will use population and employment growth projections as key parameters and assume that the other factors influencing waste generation rates, such as PCE and number of tourism visits in Park City will also behave similarly (this assumption may not hold in the event of drastic economic recession similar to the one encountered in 2008 or a 2030 Olympics, which is why we are putting more weight on population and employment growth).

EMSI data show that the County will grow in population from close to 41,000 in 2017 to 44,000 in 2027, which comes out to an annual growth rate of 0.8%.

Summit County's employment is projected to grow from about 29,000 jobs in 2017 to 37,000 jobs in 2027, which comes out to an annual growth rate of 2.68%. Furthermore, as stated previously, the County Council is committed to facilitating a healthier jobs-to-housing balance and discouraging further displacement of the County's workforce, which will have an impact on waste generation and disposal rates by housing more workers in the County.

To project the County's future waste disposal rates we will use a 2.68% waste disposal rate increase per year to correspond with the observed percentage increases in employment growth and use the total tonnage of solid waste disposed

of in 2017 as the base year. Normally, in communities with robust recycling programs like Summit County, the increase in total waste disposal is typically less than or equal to the population growth rate. It should be noted that a 2% average annual increase is also the rate used to project the landfill life calculation for permit approval.

Again, using 2017 as the base year, at the 2.68% annual growth rate, the 2022 projected total solid waste disposal volume for Summit County is estimated to be 59,300 tons; in 2027, the projected total solid waste disposal volume for Summit County is estimated to be 67,700 tons; and the 2040 projected total solid waste disposal for Summit County is estimated at 98,100 tons, assuming packaging practices remain significantly the same as 2017, or new technologies do not emerge that significantly reduce waste.

Please note, over the next 30 years, we anticipate the tourism rate to fluctuate drastically in the County as new lodging and tourism amenities come online, such as the Canyons Village Master Association buildout and the construction of new assets in eastern county. We also anticipate impacts from longer-term projected changes to snow pack due to climate change, which could move Summit County into a spring and summer tourism destination rather than winter. These changes will influence the volume of solid waste produced in the County, as would the 2030 Winter Olympics should Salt Lake City and Summit County be chosen to host it.

3.3 DISPOSAL CAPACITY ASSESSMENT

In the solid waste industry, the value of a landfill is measured by the remaining capacity or airspace. The following subsections present the evaluation of remaining landfill capacity, required capital improvement costs, closure and post-closure care costs, and the operating costs of the two Summit County-managed landfills.

3.3(A) THREE MILE LANDFILL

The Three Mile Landfill is the primary disposal site in Summit County. At the current disposal rates the air space consumed at Three Mile Landfill is approximately 80,000 cubic yards per year assuming 1,400 pounds per cubic yard,

15% of soil as daily cover and up to 10,000 tons of material from Utelite (part of the purchase agreement negotiations). At this rate, we have about 12-18 months of lifespan remaining in the current cell (approximately spring of 2019). According to the Three Mile Landfill permit, the total footprint is approximately 25 acres.

Historically, waste disposal operations at Three Mile Landfill have been concentrated in the existing unlined footprint and all disposal activities have been through vertical expansion of the original 25-acre unlined cell. In 2013, Summit County obtained an expansion permit for Three Mile Landfill from the Utah State Department of Environmental Quality Solid and Hazardous Waste Collection (DEQ). The new permit allows the landfill to expand with the construction of five new, lined cells to the north within the existing permitted landfill property. Construction of Cell 1 is currently underway and is expected to be operational in the fall of 2018 (see Section 6 for more details on this expansion effort). Cell 1 is expected to provide 915,900 cubic yards of airspace. At current disposal rates, the life expectancy of Cell 1 is approximately seven years.

Altogether, the five cells, once built have a combined airspace of about 4,392,900 cubic yards, or approximately 35 years of life (accounting for soil cover and other factors), taking the County to around the year 2053.

Due to the expansion of Three Mile Landfill and new lined cell requirements, the cost of operation of the Three Mile Landfill is expected to increase by about $100,000 per year to cover the cost of leachate management and treatment, leachate monitoring, and liner maintenance and monitoring. This increase is anticipated to occur starting in the latter part of 2018.

Appendix 1 illustrates the final cover grading plan for the Three Mile Landfill. The landfill is currently scheduled to close in six phases. Soon after the newly lined Cell 1 starts accepting waste in 2018, the unlined portions of the landfill will be at capacity or near capacity with the first phase of the closure plan being initiated. All landfill closure phases will require the submittal of a construction design package including specifications and a Quality Assurance/Control plan to the State DEQ for review and approval. The first area to close is the area designated as Closure Area A and proceeds in a clockwise direction finishing with the final closure shown on Appendix 2, Permit Drawing. The remaining areas of the landfill will be closed as each area is filled to the final elevation.

The projected date of final closure of the entire landfill, based on current waste

streams and existing waste projection is approximately 2053. Post closure activities will begin when closure for the entire landfill is approved by the Executive Secretary of the State DEQ. The post-closure plan for the Three Mile Landfill includes groundwater monitoring, surface water monitoring, landfill leachate management, gas monitoring and gas collection, and maintenance of the cover system integrity.

Appendix 3 contains a spreadsheet showing the most recent closure and post closure cost estimate for Three Mile Landfill. Detailed cost estimates for the construction of closure of all six phases will be routinely updated for use in financial assurance fund analysis. The total closing cost for all phases of the landfill under these scenarios and assumptions is currently estimated at $4.22 million, and the post-closing care cost for Three Mile Landfill is also approximately $1.93 million. The County is required by state law to set aside funds each year for a 30-year post-closure period in a closure reserve fund. This fund will pay for closure and post-closure care of the landfill, which involves capping, ground water monitoring, and gas management. For closure activities, the County contributes into the fund around $110,000 annually and for post-closure care, about $48,000 annually.

3.3(B) HENEFER LANDFILL

The Henefer Landfill is primarily used for the disposal of construction and demolition (C&D) waste with the landfill receiving 11,400 tons of waste in 2017. Although the composition of C&D waste varies depending on the nature of the waste, the disposal of 12,000 tons of C&D waste (and operational cover soil) will result in approximately 20,000 cubic yards of air space consumption per year. At this current rate, we anticipate the Henefer landfill has approximately seven years of life left without any expansions or changes to disposal rates or waste disposal practices.

Due to historic operational constraints associated with clay mineral extraction for brick making near the landfill site, the landfill disposal areas are not contiguous. Appendix 4 shows the general arrangement of the Henefer Landfill. The divided disposal areas and location of the shop and scale area limit current expansion alternatives for the landfill. Capacity improvement of Henefer Landfill will require the removal of the clay stockpile, the relocation of the power lines, and the

relocation of the scale and scale house.

The scale and support building could be moved to the southern property boundary or relocated to the south on another property along the access road. After this occurs, the Henefer Landfill could be filled in a counter clockwise manner. In 2017, the Summit County Council entered into an agreement to purchase land (approximately 200 acres) adjacent to the Henefer landfill to allow for expansion or provide a barrier between the landfill and other future development.

Based on the conceptual landfill final cover configuration presented in Appendix 4, the landfill life at the Henefer Landfill could be increased to approximately 20 years. Hence, the Henefer landfill could provide several years of C&D waste capacity with moderate modifications.

The estimated development cost to expand the Henefer Landfill to the unfilled area is approximately $50,000/acre. This cost includes cell excavation, moving the scales, relocating power lines, relocating the clay pile, and installing drainage structures.

Figure #4 in Appendix 4 presents the conceptual Henefer Landfill site operation activities, soil borrow areas, and closure geometry. The expansion of the landfill assumes that the existing scale and shop facilities would be relocated to nearby the existing entrance road.

Figure #3 in Appendix 4, Elevation View shows the cross sections of the Henefer Landfill while Figure #4 (Appendix 4), Closure Plan shows the location of each closure area with respect to the soil borrow area.

Appendix 3 contains a spreadsheet showing the closure and post closure plan cost estimates. The closure plan cost estimate is based on the assumption that soil is used to cover the landfill, the soil is available on site, and the landfill is closed in phases. The spreadsheet also shows that the total closing cost of all phases of the Henefer Landfill is approximately $315,300, and the post-closure care cost for the Henefer Landfill is approximately $34,200. The annual closure reserve required for closure and post closure care of the Henefer Landfill over 20 years is $16,000 and $34,200 per year respectively.

3.4 COST OF SOLID WASTE MANAGEMENT SERVICES

The costs of municipal solid waste management services have risen steadily over the past decade. Landfill disposal costs in Utah range from $21 to over $40 per ton and will continue to rise. Summit County's plan is to control municipal solid waste costs through various measures, including restructuring waste management and operations in the County and encouraging waste reduction and diversion through recycling. However, making decisions and developing cost-effective waste management strategies can be difficult without knowing the true cost of the solid waste programs. In 2012, the County established a landfill enterprise fund for its two landfills to make waste disposal management cost neutral. As noted above, Summit County currently uses its General Fund to pay for the residential solid waste and recycling collection program and to fund some capital improvements.

This section includes an analysis of current solid waste costs associated with landfill operations, landfill improvements, landfill closure and post-closure, collection and hauling services, and service contracts. Later in this document, we outline estimated costs for new solid waste management programs (Section 6, page 95 and Section 7, page 110) and proposed funding scenarios (see pages 111-120).

3.4(A) LANDFILL OPERATIONS

Table 1. Summit County's Line Item Landfill Operating Budget for 2018

Item	Amount
Personnel (salaries, benefits, overtime)	785,600
Materials & Supplies	19,150
Waste collections	2,018,225
Residential Curbside Recycling	692,900
Satellite Stations	78,350
Fuel & Maintenance	129,400
Landfill Study	40,000
Recycle Utah Agreement & Outreach	97,900
Water Quality and DEQ Fees	35,000
Equipment – 2 loaders (non capitalized)	750,000
Program Revenues (tipping fees, etc)	2,011,000

3.4(B) LANDFILL IMPROVEMENTS

Table 3. Summit County's Landfill Development Costs

Description	Amount
Three Mile Landfill Development Costs	
Cell 1 Improvement Cost	$1,200,000
Total Development Cost	$1,200,000
Cell 1 expected life in years	7
Inflation rate factor	2%
Total annual development cost	$173,000
Henefer Landfill Development Costs	
Henefer Landfill Development Cost	$500,000
Expected life of the landfill	20
Inflation rate factor	2%
Total annual development cost	$29,978.78
Total annual cost for both landfills	**$202,978.78**

3.4(C) LANDFILL CLOSURE AND POST-CLOSURE

Table 4. Three Mile Landfill Closure and Post-Closure Costs

Description	Amount
Three Mile Landfill total closure cost	$4,222,440
Three Mile Landfill expected life in years	35
Three Mile Landfill post closure annual care cost	$48,240
The annual reserve required for Three Mile Landfill closure cost	$110,000
Total annual cost for closure and post-closure care	$158,240

Table 5. Henefer Landfill Closure and Post-Closure Costs

Description	Amount
Henefer Landfill total closure cost	$315,268
Henefer Landfill expected life in years	20
Henefer Landfill post closure annual care cost	$34,200
The annual reserve required for Henefer Landfill closure cost	$16,000
Total annual cost for closure and post-closure care	$50,200

3.4(D) COLLECTION AND HAULING SERVICES

Table 6. Summit County's Collection and Hauling Services Costs

Description	Amount
Republic Services, Inc. (curbside residential waste & recycling), and Ace Recycling & Disposal, Inc. (residential waste & recycling dumpsters)	$2.73 million

SECTION 4: SURVEY OF OTHER MUNICIPALITIES

As part of the process to update the Solid Waste Master Plan, which began in March 2017, Summit County's Solid Waste Master Planning Committee completed a policy survey of 10-12 comparable counties and cities in other jurisdictions. The purpose of this comparison study was to find out how other jurisdictions are managing their solid waste and what we can learn from them, particularly best practices, cost-effective measures, public-private partnerships, and innovative programs that have been successful in increasing diversion rates, saving landfill space, and contributing to environmental sustainability.

The information acquired from this survey helped determine what we presented at our stakeholder meeting(s) and to the County Council for initial feedback and direction for our resulting research.

This section describes how Summit County is similar to and differs from comparable jurisdictions, what we learned from other resort communities, and how this information helped shape our master planning process.

4.1 INTRODUCTION AND METHODOLOGY

The solid waste management survey focused on the following topical areas that pertained to policies and programs which were of greatest interest to Summit County in its evaluation of solid waste management and environmental practices:

- Solid waste management goals and how those goals are measured;
- Diversion rate and how it is measured;
- Best practices and innovative programs implemented or piloted;
- Costs and funding sources;
- Services/operations performed "in-house" and what was contracted out;
- If the jurisdiction owned/operated a landfill and the associated tipping fees;
- If waste was sorted/processed before disposal in the landfill or if waste was shipped out of the jurisdiction.

The communities surveyed were selected on the basis of comparable demographics, economy, size and services that would have the most relevance in assisting Summit County in evaluating potential policy and program changes from its current system. The 12 communities researched were:

- Teton County, WY (Jackson Hole)
- Teton County, ID
- Steamboat, CO
- Boulder County, CO (Boulder City)
- Cache County, UT (Logan)
- Pitkin County, CO (Aspen)
- Blaine County, ID (Sun Valley)
- Salt Lake County, UT
- Wasatch County, UT
- Phoenix, AZ
- Pendleton, OR
- Summit County, CO

4.2 GENERAL FINDINGS

WHERE SUMMIT COUNTY IS SIMILAR

- All jurisdictions who responded to our survey have a residential collection program. Some of the jurisdictions are also involved in commercial sector collections; Summit County is not.

- All the jurisdictions who responded to our survey contract out collections services, as does Summit County (with the exception of the town of Longmont in Boulder County. No one we spoke with is handling collections in-house or with county/city personnel or equipment).

- All jurisdictions have a recycling program, although Wasatch County offers an opt-in service which residents pay for separately from refuse pick-up. Recycling services are provided by a separate hauler from refuse as well.

- All jurisdictions experience common struggles with recycling contamination and efforts to educate the public in a meaningful way that changes behavior.

WHERE SUMMIT COUNTY IS DIFFERENT

- The communities surveyed do not own or operate their own landfills; the majority were sending waste to a transfer station and shipping it outside of the county's borders.

- All communities surveyed who responded to the survey charge residents a monthly fee for refuse and recycling collections and solid waste management services.

- Teton County, specifically, has a Bear Ordinance, which requires residents in County designated "bear areas" to use bear-proof bins for trash and recycling, which are provided by the County's contracted, designated hauler. Residents can use non-bear proof roll-out carts but must put the cart out on service days after 8am and take into an enclosed secured area by 6pm.

- Teton County allows a choice in pick-up frequency for residents, either weekly, every other week, or monthly.

- All the responsive jurisdictions either fund their solid waste program through a Special Service District or enterprise fund, whereas Summit County's program is primarily supported by the General Fund, although the County also has an enterprise fund that offsets some of the costs.

4.3 CONCLUSIONS

Since all the responsive jurisdictions do not own and operate a landfill within their county or city, the survey results were not beneficial in providing Summit County

proven solutions or best practices for how to address the County's primary problem of optimizing landfill space and extending the life of the Three Mile Landfill as long as possible.

Additionally, since none of the responsive jurisdictions are involved with in-house collections, this research was also not beneficial in providing examples or experience in how best the County can transition to that collections model if chosen to do so.

However, the research was helpful in showing how other communities are funding their solid waste management programs and providing advice on how to set up and operate a transfer station, which Summit County is contemplating doing for recyclable materials. This research was also helpful in offering solutions and successful education models the County can consider for addressing recycling contamination and to increase recycling rates countywide.

Finally, Summit County can also utilize experience and practices from those jurisdictions who are involved in and have a history with commercial sector collections.

4.4 SUMMARY OF RESPONSES

BLAINE COUNTY, IDAHO

SERVICE PROVIDER

Southern Idaho Solid Waste (SISW) is a regional solid waste district since 1994, owned by Blaine, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls counties. SISW operates Milner Butte Landfill and a network of fourteen waste transfer stations in the region, including one in Blaine County. SISW offers recycling and waste diversion programs as well as public education.

INFRASTRUCTURE

Southern Idaho Solid Waste (SISW) operates a transfer station and recycling drop-off centers for organic waste, glass, cardboard and metals in Blaine County. The

trash from the transfer station is trucked 112 miles to Milner Butte just outside of Burley, Idaho. Seven counties in southern Idaho use Milner Butte as their land fill.

The County owns all the land on which the Transfer station and recycle Center are housed/located. The County owns and operates the Recycle Center, employing one to two personnel who work on ten-hour shifts. The County does not have a Materials Handling/Recovery Facility.

RECYCLING PROGRAM

Blaine County runs a “curbside sort” for recyclables in the residential sectors of the municipalities, which consists of separating materials into three categories: 1) household plastics; 2) mixed paper; and 3) metals, such as aluminum cans and tin cans (bigger metal recyclables are collected and baled twice a year).

The organic waste drop-off locations collect leaves, tree limbs and pallets. Leaves are separated and composted on-site. Tree limbs and brush are chipped and the chips are used for ground cover at the inert pit on-site.

Since glass is too expensive to recycle, all the collected glass goes into the inert pit at the SISW facility. Cardboard does not go into the mixed paper stream; it must go to the drop-off sites.

Clear Creek Disposal picks up the sorted recyclables from the curb in trucks that have separate compartments for the three categories. They also furnish the bins for a small amount of customers.

Individuals who live in unincorporated Blaine County can schedule pickups for recyclables with Clear Creek Disposal.

FUNDING

The Recycle Center is subsidized from tipping fees for solid waste that is hauled over the scales at the transfer station, which are $5 per ton.

For the curbside sort program, residents are charged for recycling on their utility

bill whether they recycle or not.

At the Recycle Center, sorted materials are baled and sold to the highest recycling vendor. Currently, cardboard is trucked to Springfield, Oregon to an International Paper Plant and metals are shipped to united Metals in Idaho.

SISW has a $9 million operating budget with 6% devoted to recycling (NOTE: recycling revenue generated district wide is $100,000, excluding the municipal pick-up program).

SISW charges the counties within its service area 100% of costs in their county, this includes $16 per ton to dispose of waste and a prorated share of the landfill costs. Revenues are split pro-rata share also. Two of the counties within the Special District charge a tipping fee at their transfer stations and keep that revenue, which in turn creates money to pay the District fees. Five counties charge a property tax to subsidize the disposal costs.

LESSONS LEARNED

A tax structure is easier to manage and explain, while tipping fees need to be adjusted more often, which results in more public scrutiny.

CHALLENGES AND GOALS

The County has a recycling contamination problem and is challenged in educating residents on what can and cannot be recycled, so behavioral changes are critical to success.

One goal for the County is to reserve more funds which would allow the District to do more with solid waste management. A goal for SISW is to create an enterprise fund that the District controls versus relying on payment from counties each year.

BOULDER COUNTY, COLORADO

SERVICE PROVIDER

One city within the County (Longmont) has a municipally run refuse and recycling collections program; otherwise private industry handles collections for the County. Western Disposal is the local trash hauler and they operate a transfer station in the City of Boulder.

The County has a goal of zero waste or close to zero waste by 2025. They rely on haulers and towns and cities to provide data to track progress towards this goal. The County is using a customized version of ReTrac technology system to input data, determine diversion rates and greenhouse gas emissions savings.

INFRASTRUCTURE

- Closest landfill is located in the next county over.
- The recycling center and hazardous waste facility are located in the County while the landfill is not.
- The County owns the recycling center and a number of drop-off sites in three mountain communities which they manage.
- The County also owns the hazardous waste materials facility but contracts out operations and management of the facility to a local nonprofit.

RECYCLING PROGRAM

Currently a local nonprofit runs the recycling center, and invests some profits/revenues back into the community education and other waste reduction programs. It is well-received by the community. Additionally, Colorado has a statewide ban on electronics disposal in landfills, so the County runs an e-waste recycling program as well.

FUNDING

- Revenue from recycling collections is split between the County and the operator of the recycling center.
- Residential haulers pay to dispose of waste per ton; commercial entities are paid for their tonnage. Revenues from the recycling center cover all costs.
- The Recycling Materials Recovery Center is run as an enterprise fund.

LESSONS LEARNED

- Develop a Resource Conservation Division within the County to work with internal County operations, such as staff policies, programs and infrastructure.
- Establish a business sustainability program; the County's program is run through the Public Health department and provides a Resource Conservation Advisory Board that advises the County Commissioners on waste-related matters, a community grant program, and community outreach.
- The County is in the process of updating the Zero Waste Action plan.
- The largest lessons learned from the current plan are to create realistic goals; to have a step-by-step strategic plan to get to those goals; to ensure political support and funding for the plan; and to make sure all steps are achievable under the specific jurisdiction.

CHALLENGES AND GOALS

- Currently the County has an 8%-10% contamination rate; haulers and local nonprofits do a lot of education work to keep this rate low.

- Better collaboration with cities/towns/residents is a County goal. The County's business sustainability program ("Partners for a Clean Environment") has been very successful in implementing construction and demolition policies, building infrastructure, and clearly outlining goals in the County's Zero Waste Action Plan.

TETON COUNTY, WYOMING

SERVICE PROVIDER

- Teton County contracts with RAD Teton Valley Curbside for curbside trash and recycling services for residents who live in Victor City and in the unincorporated areas of the County. Those who live in other municipalities within the Teton Valley can contract with other providers. The County operates on a single-hauler system, meaning waste hauling and recycling collection services need to be provided by RAD, the County's and City of Victor's designated contractor since November 2015. This applies to the commercial sector as well.

  RAD provides the residential trash roll carts to households depending on the service package elected by that household. Each cart is labeled with the pick-up service day of the week.

  However, residents have to sign up for services and set up a payment account with RAD either through their website, over the phone or via a form mailed to the household or published in the paper.

  RAD allows residents to decide their pick-up frequency, choosing either weekly service, every other week service, or monthly service, which adjusts costs, allowing for low-level waste producers or infrequent producers to pay less. The bins are differentiated by color to signify the frequency, such as:

  - Black Lid = Weekly Service
  - Orange Lid = Every Other Week Service
  - Yellow Lid = Monthly Service

- The County has a Bear Ordinance which applies to residents in County-designated Bear Areas, meaning they will be offered "bear-proof" 95-gallon roll carts with either weekly or every other week service choices. Residents maintain the right to use non-bear proof roll carts if they abide by putting the cart out on service days after 8am and take it into an enclosed secure area by 6pm. RAD suggests using bear-proof roll carts.

INFRASTRUCTURE

- 2007: Temporary transfer station opens; landfill closes.
- 2010: Permanent Transfer station opens; floor replaced at Recycle Center.
- 2011: Baler purchased and start baling metals and cardboard; metal sold to recyclers for revenue; operator hired; begin chipping brush and lumbar to sell.
- 2012: First load of cardboard bales sold; plastic diversion begins (only #1 & #2 plastics)

RECYCLING PROGRAM

Recycling is not required for residents or the commercial sector but recycling services are offered in six different combination packages along with trash service provided by RAD.

FUNDING

- Monthly fees billed by RAD, the County's trash and recycling hauler, to residents which RAD also collects for the County.

- The amount billed depends on the service package selected by the resident. The costs range from $22-$48 per month.

- The average "tipping" fee for self-hauled trash and recycling to the transfer station is $5/trip (sometimes higher depending on the load size)>

LESSONS LEARNED

- Do It Once, Do It Right – Avoid Contamination, Avoid Setbacks.
- Effective education strategies to avoid contamination and increase recycling involve good signage, newspaper ads and social media, one-on-one interactions, special events, and educating youth in turn teach their parents and also become better recyclers as they age.
- Other advice is to have patience; face-to-face education is critical; have a plan that is flexible; encourage staff innovations; and contamination is inevitable – do your best to minimize it.

CHALLENGES AND GOALS

Aluminum/Tin Problems and Solutions:

Cross contamination and what is viewed as "laziness" are challenges. The approach the County has taken to address this problem is "education, education education" and belt sorting.

Cardboard Problems and Solutions:

The issues encountered with cardboard recycling is dirt/moisture that impacts the resale value; whole boxes that are not broken down; and contamination from paper that cannot be recycled in the single stream, such as grey-board (cereal boxes, etc.) and brown paper.

The solution to these issues the County has tried are deploying covered containers, providing alternative disposal options and using "free" labor to sort out the materials creating contamination.

Paper Problems and Solutions:

The challenges in this area are public demand for recycling, space, cross contamination, moisture/dirt, market/value of the materials and unstable bales. The County is addressing these issues through "education, education, education;" shipping the product lose and not baling it; finding recyclers that will take mixed

paper, and using covered bins. This is resulting in a lower value for the product because it is not baled or as “clean” but the materials are indeed being diverted from the landfill as a result.

WASATCH COUNTY, UTAH

SERVICE PROVIDER

Solid waste in Wasatch County is managed by the Wasatch County Solid Waste Special Service District (SSD). They handle collections and manage a solid waste transfer station in Heber City. All solid waste is transferred out of the County to the Duchesne/Wasatch County Bluebench Landfill located in Duchesne, Utah.

Countywide collection is managed with automated collection trucks emptied into semi-trailers at the Wasatch County-owned transfer station and then the refuse is trucked to the D/W Bluebench Landfill.

The County collects solid waste from residents in all the incorporated cities and towns and commercial customer, along with all unincorporated areas too.

INFRASTRUCTURE

The Duchesne/Wasatch County Bluebench Landfill is jointly owned by Duchesne and Wasatch Counties. Duchesne County Solid Waste Department manages the landfill.

RECYCLING PROGRAM

- Recycling is collected by private haulers and is not mandatory; approximately 10% of businesses and residents use a private hauler for recycling.

- The Wasatch County Bulky Waste Transfer Station accepts metals.

- Curb-It Recycling has a free drop-off site in the County.
- There are no hazardous waste collection sites in the County.

FUNDING

- Funds generated from the landfill are distributed between Duchesne County Solid Waste Department and the Duchesne/Wasatch Bluebench Landfill.
- There are approximately 538 customers that support the Landfill. They consist of Duchesne County General public, businesses, K&K Sanitation, and Wasatch County customers.
- The Landfill charges $20.00 per ton tippage fee with a minimum of $5.00 for tippage weight under 500 lbs. These funds are solely used to support the landfill operation.
- Residential fee per container is $16/month.
- The trash disposal budget is roughly $3.5 million for the entire county.
- The Special Service District is operated as an enterprise fund.

LESSONS LEARNED

Secure a larger parcel of land for expansion purposes.

CHALLENGES AND GOALS

The community prefers “trash out of site,” which is why the County operates a transfer station and hauls all solid waste outside of the County.

SECTION 5: PUBLIC INVOLVEMENT

As part of the effort to revamp Summit County's Solid Waste Master Plan, the Planning Committee conducted several citizen/public outreach efforts over the last year to evaluate the public's acceptance of current services, desire for additional services, preference for recommended programs to extend the life of the landfills, and appetite for helping to fund those efforts.

The overall public engagement plan included a citizen survey, two stakeholder meetings, ongoing communication and discussion with a subsection of the stakeholder group, and meetings with commercial property managers and owners in the County. This section explains the results of these efforts and how the public feedback informed the Planning Committee's research and resulting recommendations outlined in this 2018 Plan update.

5.1 PUBLIC SURVEY AND RESULTS

At the beginning of the Planning Committee's planning process, we issued a public survey to gather baseline information from the communities we serve to better understand their service needs, level of interest in new programs, and willingness to pay or help subsidize the cost of those programs/new services.

The County issued an online survey accessible from the County's website, which was also shared through social media and advertised over the radio during the month of May 2017. The survey asked for demographic information such as the respondents zip code, if they were a full-time or part-time resident, and how long they have lived in the County, as well as if they participated in the residential curbside recycling program or utilized any of the drop-off recycling facilities such as Recycle Utah.

We also asked a number of questions about which recycling services the respondents supported and to what level, such as increasing glass recycling locations; mandating recycling for both residential and commercial entities; constructing a sorting station or Materials Recovery Facility to extract recyclables before they end up in the landfill; and a green waste collection program.

The survey also provided several open-ended questions that allowed respondents to write in their own thoughts and comments, related specifically to suggestions for how to reduce waste and extend the lifespan of the landfill.

SURVEY RESULTS

The biggest takeaways from the survey results, which the County used to focus our study and research for the recommendations outlined in this plan, were (see Appendix 5 for report):

- Out of 202 respondents, the majority reside in the Snyderville Basin (the next closest groups were from Coalville/Wanship and the Kamas Valley) and are full-time residents who have lived in the County for more than ten years.

- The majority of respondents also utilize both residential curbside recycling and drop-off facilities (i.e. these are active and engaged recyclers).

- While there was strong support for every program/new recycling service we proposed, the most popular ones were a mandate for residential and commercial recycling and the implementation of more glass recycling bin drop-off locations (a sorting facility and green waste program were close second preferred options).

- Of the written suggestions for how to expand the lifespan of the landfill, the most popular ideas were weekly residential curbside recycling pickup and reducing trash pick up to once every other week; and green waste diversion program/composting services.

5.2 STAKEHOLDER MEETINGS

JUNE 18, 2018

The public survey was followed by an in-person meeting with a group of stakeholders to solicit ideas for programs that Summit County could implement to

extend the lifespan of the Three Mile Landfill, as well as identify the areas where the Planning Committee should not spend its time or limited resources.

This meeting took place on June 8, 2017 and involved representatives from Summit County; Park City Municipal Corporation; elected officials from cities and towns on the eastern side of the County; Recycle Utah; Habitat for Humanity; Republic Services, Inc.; Park City Chamber of Commerce, Convention and Visitors Bureau; Historic Main Street Business Association; County ski resorts; and various community members.

During this meeting, we explained the problem we are trying to solve (i.e. the landfill is filling up), why the County is the best positioned to address this problem and what would happen to our way of life if the problem was not addressed. Then we asked each attendee to write down suggestions for how to solve this problem, which were then discussed in small groups and reported out to the full group.

From this activity and discussion, there was overwhelming support for residential glass collection, a materials recovery/sorting facility, and an enhanced education program to increase recycling participation.

We also asked the stakeholders to comment on which programs would be the hardest to get buy-in from the communities they represented or where the County would experience the most resistance. The stakeholders indicated that a mandated program (County ordinance) for recycling would illicit the most resistance in contrast to our survey results, which showed strong support for this concept.

The Planning Committee took these ideas and structured a research plan around them to determine which ideas would have the greatest impact on the landfill and were reasonably achievable. As a result of that work and analysis, the Committee focused its research and program development on the following areas:

- Residential glass program
- Commercial cardboard program
- Ordinance requiring commercial recycling
- Composting program
- Materials Recovery Facility (MRF)/sorting station
- Education program

This effort resulted in a series of short- and long-term program recommendations for the Council to consider, which are outlined in Sections 6 and 7 of this plan.

FEBRUARY 12, 2018

The County reconvened the stakeholder group one more time on February 12, 2018, for final review of the recommended programs to extend the lifespan of the Three Mile Landfill, funding scenarios to pay for the programs, and proposed implementation timeline of those programs. Prior to bringing the recommendations to the Council, we wanted to make sure our community supported, or at least did not have glaring concerns about our recommendations and funding options so the Council could feel comfortable giving them serious consideration.

Based on the feedback provided from this meeting, the County addressed, revised and reprioritized the solid waste master plan in the following ways:

1) Moved the commercial composting pilot program from long-term programs to the list of short-term efforts recommended for the next five years in order to take advantage of and harness the strong community interest in this program (Section 6, pages 84-90).

   We also heard that businesses want to recycle/compost and are willing to pay for it but the County and municipalities make it difficult with rules and regulations. As such, we also revised the language to focus on private sector management and operations of the program with the County's role being to remove barriers to composting and provide support in the form of modifying zoning code, expediting licenses and permit applications, assisting with federal and state certifications/permits, and possibly some funding (Section 6, pages 84-90).

2) Added the recommendation to the long-term programs that the County conduct a feasibility study analyzing the economic viability and cost-benefits of constructing an anaerobic digester in the County as a way to expand the composting program to include food waste from restaurants and residents, as well sludge from the wastewater treatment plant in the Snyderville Basin and animal waste from County farms (Section 7, pages 102-106). This idea was presented at the meeting from some of the local businesses/resorts who have sustainability goals that cannot be achieved unless there is a place to send the waste/materials, and currently, unless it is a digester, food waste

and animal waste cannot be composted with green waste.

3) Added additional suggestions to the commercial cardboard diversion pilot recommendation, such as a shared/communal baler in Kimball Junction for all the businesses to use (Section 6, page 80).

4) In terms of funding options, the Solid Waste Special Service District with a mill levy (Section 8, Scenario #6, pages 115-118) received the greatest support among the stakeholders. We also heard some support for the "Pay-as-you-Throw" option (Section 8, Scenario #5, pages 114-115) as a way to spread the cost burden across all sectors – commercial, residential, and tourism.

Additionally, we received a large amount of feedback on education methods for how to increase recycling participation and lower contamination rates countywide, such as neighborhood specific tailored programs/campaigns that touch each community within the County. However, the group also cautioned us to be cognizant of message overload and inundating the community with instructions from the County.

The education feedback also included a strong interest in capturing visitors and tourists in education and cost-sharing as well as the desire of County businesses to receive technical assistance in starting up recycling or composting programs and educating their staff.

In general, the stakeholders were supportive of the direction of the master plan update: a mixture of ordinance/requirements, resources and technical assistance.

5.3 STAKEHOLDER SUBGROUP DISCUSSIONS

In addition to the formal stakeholder meetings, the Planning Committee met and consulted with stakeholder subgroups throughout the planning process, particularly Recycle Utah, Habitat for Humanity, environmental and civil engineers, commercial property managers and owners, businesses/resorts, entrepreneurs, concerned citizens, elected officials, and staff from other County departments outside of our Planning Committee, such as the Community Development Department, Auditor and Financial Officer, and County Manager. This allowed the

Planning Committee to dive deeper into some of the key issues and utilize subject matter expertise to further develop and vet the recommendations, as well as better understand their feasibility.

5.4 MEETINGS WITH COMMERCIAL PROPERTY MANAGERS AND OWNERS

In conducting research for the commercial cardboard waste diversion pilot program recommendation, the Planning Committee completed extensive outreach to the commercial property managers and owners within unincorporated County, particularly in the Kimball Junction area. This began with identifying who those property managers were and sending introductory letters requesting a meeting to discuss their solid waste program. We wanted to better understand which businesses (and the number) had recycling programs, why more businesses were not utilizing existing recycling services provided by the private haulers, and the barriers preventing these businesses from recycling.

Our early research indicated the biggest threat to recycling was not will or desire among the business owners or tenants of the commercial buildings, but the lack of recycling dumpsters or services offered by the property manager. Many of the business owners we originally spoke to indicated they had little say over whether or not they could acquire a recycling container and establish a program. As such, we decided to focus our efforts on the property managers/owners.

From this outreach, we successfully met with 12 property managers, some of whom, such as Boyer, owned a large number of the commercial buildings. From these meetings, we identified the barriers to commercial recycling and gathered suggestions for how to increase recycling in the business sector. These items and our recommendation for increasing commercial recycling are explained in detail in Section 6, starting on page 66.

SECTION 6: SHORT-TERM PROGRAMS AND COST ESTIMATES

This section of the 2018 update to the Solid Waste Master Plan outlines a five-year strategy, covering the years 2018 to 2023, for countywide solid waste operations, including collections, landfill management, landfill expansion and closure activities, and compliance with legal and environmental requirements. The five-year plan also includes four key recommended programs, and a handful of smaller, miscellaneous initiatives for extending the lifespan of the Three Mile Landfill in the short-term. These programs were arrived at from direction provided by the County's public engagement process (described in Sections 4 and 5 of this plan) and subsequent study from the Planning Committee focused on feasibility and landfill impact.

It is important to look at basic services along with the new proposed programs in order to see how the efforts fit together, particularly from cost and staffing perspectives. When evaluating which recommended programs and funding scenarios to pursue, the County Council should also consider the costs and resources needed to maintain current and future service levels and to follow-through on existing commitments. Starting new programs could, and most likely will, impact solid waste management in the County, however, they are also critically important to meeting the County's goals and optimizing landfill space.

6.1 FIVE-YEAR PLAN (YEARS 2018-2023) FOR COUNTY SOLID WASTE MANAGEMENT

6.1(A) COLLECTIONS

Currently, as referenced several times in prior sections of this plan, the County has a five-year contract with Republic Services, Inc. for residential collections (refuse and recycling), which expires at the end of June in 2022. This contract, along with the Ace dumpsters, costs the County's General Fund around $2.73 million per year. This needs to be in the County budget for the remaining years of the contract. During this time period, the County will also need to decide if it will take on the collection of residential waste, and possibly commercial waste as well, as a

County-run operation at the end of the Republic Services contract, or rebid the contract.

6.1(B) LANDFILLS (MANAGEMENT, EXPANSION, PARTIAL CLOSURE ACTIVITIES, AND COMPLIANCE)

DAILY MANAGEMENT/OPERATIONS

Daily operations and environmental control systems at the County's two landfills are carried out under state and federal regulations designed to protect the environment, public health, and safety.

Weighing Standards

Each incoming refuse vehicle is weighed to make sure that the landfill does not exceed its permitted daily tonnage limits. The weight figures are also used to compute the County's waste diversion progress, and to determine the proper disposal charges to users.

Unloading and Load Checking

The refuse vehicles are directed to the operations area for the day. Unloading must be confined to the smallest area possible in order to control nuisance birds, dust generation, and blowing litter. Specially trained site workers then check for hazardous or unpermitted wastes. If present, these wastes are safely removed and transported for disposal to a facility approved for such wastes.

Spreading and Compacting

Bulldozers quickly spread and compact the waste in layers of about 2 feet. This process eliminates voids where rodents might seek harborage, and conserves valuable landfill volume. It is repeated until the compacted waste reaches a height of 8 to 10 feet.

Daily Cover

At the end of each day's operation, bulldozers spread and compact at least 6 inches of topsoil over the exposed waste to reduce odor, prevent litter from blowing, animal and bug (vector) mitigation, and compact the waste. Exposed refuse is a health risk. An approved alternative cover, such as shredded green

waste, may also be used. The daily cover prevents the emergence of flies and other insects, and controls odors, blowing litter and the infiltration of rainfall.

Nuisance Control

During all of these steps, site workers in water trucks spray the interior roads and operations areas to control dust generation and transmission. Wires are strung between high poles to discourage birds from accessing the working face of the landfill. Earthen sound barriers are used to control noise.

Surveying

This is done to ensure proper surface drainage and slope stability, to measure in-place volumes and densities of the wastes, and to control the height and extent of the fill area. This surveying is required to maintain the facility's compliance with the State.

Materials Recovery

At both landfills, the County has “spotters” who monitor the materials being deposited in the landfills from trucks and sometimes recovering items that are hazardous or should not be disposed of in the landfill. Unauthorized salvaging, or scavenging, is strictly prohibited.

Site Security

A security fence or topographic barrier must be maintained around the perimeter of the site to prevent unauthorized entry by humans and animals alike.

Supervision

All site operations must be supervised by qualified personnel trained in safety, health, environmental controls, and emergency procedures.

All of these activities will need to continue and be funded over the next five years and for the lifetime of the landfills. As illustrated in detail in Section 3, the current (2018) landfill operating budget is $1.54 million to carry out the daily operations of landfill management and keep the facility in compliance with all federal and state regulations.

EXPANSION ACTVITIES

The County has committed to plans to expand capacity at the Three Mile Landfill through the construction of five new, lined cells, which has already begun with the excavation of the first cell. Without this expansion, the landfill will run out of space by spring of 2019. This does not give the County enough time to implement an alternative option for disposing of solid waste. It takes approximately ten years to identify the site, acquire the permitting, and complete construction for a new landfill, not to mention the disruption to the environment, and nearly as much time, plus uncontrolled costs, to transfer waste outside of the County. Therefore, the only option at this point is to expand the existing landfill footprint.

Additionally, all municipal landfills within the United States are now required by the U.S. Environmental Protection Agency (EPA) to be lined with impermeable liners to better protect groundwater. The State of Utah also requires plans for managing storm water runoff and leachate, which have to be approved by the State Department of Environmental Quality (DEQ). These are actions and costs the County would have to take on regardless of landfill capacity or any new initiatives.

Altogether, the five cells, once built have a combined airspace of about 4,392,900 cubic yards, or approximately 35 years of life (accounting for topsoil cover and other factors), taking the County to around the year 2053. The total cost for all five new cells (excavation, liner, leachate system, etc.) is estimated to be around $7.5 million, which is not currently budgeted.

The area for the expansion is approximately 23 acres and it will be constructed in sequence from Cell 1 to Cell 5. Appendix 2 contains the Three Mile Landfill permit drawing, which presents the expansion plan sequencing.

Excavation of Cell 1 began in 2017 at the northwest area of the existing, unlined cell and is expected to add approximately seven years of life to the landfill. The County is utilizing the soils from that excavation for daily cover for the existing cell and to build access roads. Construction of Cell 1 should be completed by the end of June 2018 and start accepting solid waste in fall 2018. Current costs for Cell 1 is estimated to be around $1.2 million and is budgeted for in the County's General Fund. This estimate includes the liner, liner placement, testing, and leachate collection system, and storm water management in compliance with state and

federal laws.

Once excavation is complete and Cell 1 is fully lined, the next step will be to set up a leachate collection and management system. Leachate is liquid that has drained from the stockpiled material in the landfill and usually contains both dissolved and suspended organic and inorganic compounds. Leachate is caused principally by precipitation percolating through waste deposited in a landfill. Once in contact with decomposing solid waste, the percolating water becomes contaminated as it continues to flow down through the waste material. Additional leachate volume is produced during this decomposition, producing a wide range of other compounds including metals, methane, carbon dioxide and a complex mixture of organic acids, aldehydes, alcohols and simple sugars.

Leachate within an unlined landfill poses a risk of coming into contact with groundwater and contaminating it. As a result, it must be collected and managed. The risks of leachate generation can be mitigated by lining the bottom of landfill cells with impermeable liners. In addition, most toxic and harmful compounds are now specifically excluded from landfilling. However, despite much stricter statutory controls, leachates from modern sites are often found to contain a range of contaminants stemming from illegal activity or legally discarded household and domestic products, which is why the County is required by both federal and state law to develop a leachate collection and treatment system.

In addition to leachate, the County is also required by state and federal law to address storm water runoff, generation, and drainage issues. The State of Utah adopted the federal EPA's regulations and has not supplemented them with state-specific requirements.

EPA regulations require that storm water run-on and run-off be managed in accordance with the Clean Water Act, whose provisions state that control of run-off from the active portion of the landfill must be done in a manner that will not cause the discharge of:

- Pollutants into the waters of the United States that violates any requirements of the Clean Water Act, including but not limited to the National Pollution Discharge Elimination System (NPDES) requirements; and
- Cause the discharge of a non-point source of pollution to waters of the United States that violates a requirement of an area-wide or State-wide

water quality management plan that has been approved under section 208 or 319 of the Clean Water Act, as amended.

These regulations apply to both active and closed landfill cells. For existing active landfill cells, the main objectives of a storm water management system are:

- Run-off from the active face of the landfill is to be collected and introduced into the leachate collection system and managed as leachate;
- Effective convergence of run-off from landfill areas with intermediate cover to sediment/storm water management ponds via diversion berms or swales is beneficial to reduce erosion of cover material;
- Run-off drainage systems should be sized to handle peak discharges from a 25-year storm;
- Sediment/storm water management basins should be provided to control the run-off from a 25-year, 24-hour storm.

For landfill cells that are capped and closed, the main objectives of the storm water management system include the above and the following:

- Stabilize the existing surface of the landfill as soon as possible;
- Provide stability of the landfill surface during construction of the final cover system;
- Provide long-term stability of the surface after the landfill is closed; and
- Provide construction equipment access to all areas of the landfill surface during construction of the landfill final cover system.

CLOSURE AND POST-CLOSURE ACTVITIES

In addition to the expansion efforts, the County will also need to cap and close the existing unlined portion of the landfill once it is at capacity, which is expected to be around spring 2019, as well as the former areas of the landfill that are no longer being used. These closure activities involve placement of a cap system, revegetation, and groundwater monitoring for at least 30 years after closure. These actions are expected to cost around $400,000 t0 $600,000 for the old landfill area.

Additionally, once the former cells are capped and closed, there are a number of post-closure activities that the County will need to perform, such as ground water monitoring and cap maintenance. In total, these actions are estimated to cost around $4.4 million for which again the County needs to budget.

Within the five-year plan, the County will also need to budget for the excavation of Cell 2, which should start around the year 2022 and cost about $1.2 million.

6.2 RECOMMENDED SHORT-TERM PROGRAMS TO EXTEND LANDFILL LIFESPAN

In addition to the ongoing services and commitments explained above, the Planning Committee is also recommending the Council consider and instruct staff to pursue several programs for extending the lifespan of the Three Mile Landfill in the short-term (over the next five years, 2018 - 2022). These five recommended programs are the result of the County's year-long study and analysis. They include:

- Increase commercial sector recycling;
- Commercial cardboard waste diversion pilot program;
- Recycling transfer facility (conceptual design);
- Commercial composting pilot program; and
- Public education and technical assistance.

These programs, if implemented, will have the greatest impact on the lifespan of both the Three Mile and Henefer landfills and are relatively easy to implement based on our study and findings. They are key to successfully meeting the County's new reduction target and diversion goals explained in Section 1 of this plan. As mentioned in Section 5, the Planning Committee's focus on these programmatic areas was due to direction provided to the County during the public outreach and stakeholder engagement efforts associated with this planning process.

Also included in this section are other measures studied but not recommended due to their high cost and implementation feasibility compared to the small impact they would have on the lifespan of the landfill and the County's environmental stewardship strategic goals.

Sections 8 and 11 provide details about the funding scenarios that could be used to implement the short-term programs and the contemplated timelines and progress targets, respectively.

It should be noted that the success of any of the short-term programs will be due in large part to Summit County's ability to make appropriate policy changes, receive adequate financial and labor resource allocations, obtain public support, build/maintain partnerships with the private sector and implement a comprehensive outreach program.

6.2(A) RECOMMENDATION #1: INCREASE COMMERCIAL SECTOR RECYCLING

As stated earlier in this plan, commercial sector recycling is currently voluntary. While we cannot get exact data on recycling rates in the commercial sector in the County since private companies manage those collections, based on what we see going into the landfills, we can assume the commercial sector is not performing better than the residential sector in terms of recycling rate. Therefore, if commercial waste is responsible for 65% of the waste being deposited in the Three Mile Landfill, we can conclude that commercial waste recycling is well below its potential. As such, this sector presents the greatest diversion potential of all the programs we studied.

Our research shows that the best method for increasing commercial sector recycling to an impactful level is by mandating it through the adoption of a countywide ordinance. This concept was supported by the commercial property managers and owners during the conversations we had with them as described in Section 5. We encountered almost universal agreement that in order to observe the behavioral changes we need to see in the commercial sector waste stream, recycling needs to be mandated.

This awareness led our Planning Committee to conduct a benchmarking study (see Appendix 6 for the full report), in partnership with Recycle Utah's Green Business Program manager, of communities in Utah and Colorado that have enacted commercial and multifamily recycling ordinances. We wanted to understand what led to the ordinance, the results achieved, lessons learned, effective

communications strategies, recommendations, and advice for us to be successful in this effort. We then analyzed the information to identify recommendations for the County Council to consider, keeping in mind the uniqueness of the Summit County community.

Benchmarking occurred with Salt Lake City in Utah and the communities of Aspen, Boulder, Fort Collins and Steamboat Springs in Colorado. These communities were chosen as the primary benchmarking comparison for two reasons: 1) Already established contacts; and 2) Geography (comparable tipping fees, ski/tourist towns and population numbers). Through this project, we learned various approaches to mandating recycling – via the business or the hauler – in addition to myriad of other helpful insights on how Summit County can best move forward to effectively decrease commercial landfill waste.

The following is a list of recommendations based on the benchmarking information, Summit County logistics and mindset, and personal experience:

1. Decide the approach, passive vs. aggressive, the County should take for an ordinance and the County department that should be assigned enforcement authority and responsibilities. In our benchmarking study, the approach and level of investment directly impacted the degree of success the community had in increasing diversion and recycling in the commercial sector.

2. Conduct a series of meetings with haulers, businesses, property managers, and other stakeholders to collect feedback for the ordinance so it is locally designed and managed. Extensive engagement with the business community and key stakeholders is critical. Take time to talk to businesses early in the process and let the business community help shape the ordinance from the beginning (this was strongly recommended by every jurisdiction in our benchmarking study).

3. Work with the haulers and other partners to identify key stakeholders and develop a comprehensive outreach plan during the development and implementation stages. In the long run, it is worth spending time to educate and collaborate with the business community before formally beginning the program.

4. Businesses that may not value environmental protection and stewardship as a reason to participate in the program will understand the value of cost

reductions potential and improvements to their company bottom line as a reason to recycle.

5. Much of what is needed to make the program work can be addressed through hauler agreements. Most key issues related to the role of the haulers and recyclable material types can be addressed through language in the hauler's franchise agreement with the County. Be sure to review contract, permit or franchise language carefully so that it and the ordinance are consistent.

The biggest takeaway from our benchmarking study was that significant results can only be achieved through strong enforcement of the ordinance, along with incentives, education, collaboration, and technical assistance. We believe these factors together could increase diversion of recyclable waste materials in the commercial sector in Summit County to 30% by the year 2028, and potentially higher (this is on par with our overall waste diversion/reduction goal, including residential).

(NOTE: The actual reduction target and diversion goal for the ordinance are difficult to quantify without a waste stream audit, particularly since the private haulers do not share with the County information on recycling volume or rate. If the County is not able to conduct an audit, we should consider looking at other similar resort communities, such as Steamboat or Aspen for audits we could use. While a typical waste stream will consist of 60-70% recyclable material, (i.e. paper, plastics & metals) there is a possibility Summit County may produce more food waste and other organic material that cannot be recycled through a typical single stream collection program. This could skew the percentage recycled in volume and especially in weight).

With that said, we want to offer information to the Council on the different approaches to an ordinance in order to consider the costs and associated, potential outcomes, understanding that the results are directly tied to the level of investment that is put into any program.

As such, this recommendation outlines three scenarios for an ordinance: passive (ordinance only; no enforcement); middle (ordinance with complaint-based enforcement); and aggressive (ordinance with personnel charged to inspect and enforce it).

Regardless of the approach chosen, we suggest during the development of the FY2019 budget in 2018, the County reserve funding for a staff person in 2019 to spearhead the development of an ordinance, including stakeholder and community outreach throughout the process (as was advised by every jurisdiction we studied) with adoption of the ordinance by the County Council at the end of 2019, and an early 2020 enactment date.

(NOTE: Before exploring the different approaches to an ordinance, it is important to note that the County does have a zoning regulation currently in municipal code that addresses commercial recycling. The Snyderville Basin Zoning Code Section 10-4-13: Solid Waste and Recycling, part C (Appendix 7), prevents approval of a final site plan for a commercial development or multi-family residential development unless there is a "mandatory recycling program put into effect including class I recycling facilities for the project…identified on the final site plan to accommodate for materials generated by the tenants, residents, users, operators, or owners of such project. Such recycling shall include, but not necessarily be limited to, glass, paper, plastic, cans, cardboard or other household or commercially generated recyclable scrap materials."

This regulation was adopted around 2009, so it only impacts new development agreements and not existing developments. Our recommendation is to require all existing and newly created businesses to recycle.)

PASSIVE APPROACH

This approach contemplates an ordinance that would be phased in over the period of two years: year one, develop the ordinance with stakeholder input; and year two, roll out the ordinance as a pilot program within one or two business parks without formal enforcement. During the pilot program, educate and provide technical assistance to businesses to help them develop a plan for complying with the ordinance (RU can be helpful in this effort).

At the end of two years, data gathered during the pilot program would be evaluated and analyzed to determine how and when to expand the program and if an enforcement component should be added.

Salt Lake City's ordinance uses this approach in year one with complaint-driven enforcement (no associated penalties) in year two. During the ramp up year prior to final ordinance implementation in January of 2018, Salt Lake City saw a 36% diversion in reported tons. It is difficult to determine how much was already occurring or if it was due to the pending ordinance. During this phase haulers were required to register with the City and offer recycling services to all customers in the City.

Pros of the Passive Approach

This approach puts the program entirely in the hands of the commercial businesses to be creative in adjusting their business models to adopt a recycling program and comply with the ordinance. As a result, we would anticipate a positive and strong working relationship between the commercial sector and the County. It also provides for an adjustment period for businesses to get used to the idea of recycling without any penalties, and reserves the option for the County to add an enforcement component later.

Cons to the Passive Approach

Research shows a passive approach does not result in any increase in commercial recycling or behavioral changes in the commercial waste stream, meaning the challenge of saving landfill space would remain unchanged. Philosophically, an unenforceable law is not in the best interest of government or citizens and could be a waste of staff time to develop a program that will not be enforced. An example of this is the County's "no idling ordinance" (Summit County Ordinance 786-A). This ordinance is not currently actively enforced; as a result, the influence of nuisance idling continues to impact airborne particulate matter levels in the County.

Another example of a passive or voluntary approach to environmental enforcement is with respect to air quality standards and calls to action. The Department of Environmental Quality, Division of Air Quality calls for action when air quality becomes degraded and threatens public health. However, these calls to action are primarily voluntary in nature and rarely enforced even under "mandatory action" conditions.

MIDDLE APPROACH

This approach would be similar to the passive approach except that it includes an enforcement component. Inspections would occur on a complaint-basis and if noncompliance was found, a penalty pyramid would be activated, starting with a courtesy notice for the first offense, elevating to a warning letter for the second offense, and then issuance of a fee for multiple offenses after that. The fee would need to be greater than the cost to recycle to encourage compliance.

Pros of the Middle Approach

This approach is still not aggressive toward businesses but adds more "teeth" to the ordinance than the passive approach. It would still allow flexibility and creativity for businesses to figure out how to comply and develop their own recycling systems without fear of a random audit or government interference. Yet, it would communicate to the commercial sector that the County is serious about increasing recycling rates.

Cons to the Middle Approach

With communal dumpsters shared by several businesses, it is often difficult to determine which business specifically is out of compliance. As such, this system is likely to miss a large number of meritorious complaints and attract many non-meritorious complaints. Additionally, it can pit "neighbor against neighbor," requiring fellow tenants to police their neighboring businesses, creating an unfriendly business culture. Finally, without proactive enforcement, many violators are likely to operate under the radar, particularly if everyone in that business park is noncompliant and therefore, not likely to report each other. This again could result in little change to recycling and diversion rates in the commercial sector, leaving the landfill lifespan unchanged. This approach would also require funding and new staff to handle the enforcement. In our experience, complaint-based enforcement strategies can be more expensive and resource-intensive due to handling calls and validating complaints as a means of response to the ordinance.

AGGRESSIVE APPROACH

This approach contemplates developing the ordinance with stakeholder input in year one (2019) with a 2020 enactment date by which businesses will have to be in compliance as proactive enforcement would begin, including random audits and in-person inspections.

Again, we suggest a three-step enforcement and compliance model that would start with a courtesy notice for the first offense, a warning letter for the second offense, increasing to penalties for repeated noncompliance. One consideration is the first or second offense could be forgiven if the business completed a technical assistance session with Recycle Utah.

If the Council wanted to be even more aggressive in the approach, that three-step enforcement model could be altered to one or two steps with a warning letter for the first offense and then penalty for the second offense, again with the option of offsetting one of those offenses through a compliance session with RU.

We recommend the County's Department of Environmental Health administer enforcement of the program and that the ordinance be adopted within the public health code. This would require one new FTE and a County vehicle, as the current staffing level does not have the capacity to address the additional workload.

Pros of the Aggressive Approach

This approach is by far the most effective in terms of accomplishing an increase in recycling and diversion rates in the commercial sector. With adequate communication and stakeholder involvement there is also the potential for strong buy-in from the business community as recycling creates marketing opportunities and a positive reputation for businesses.

Additionally, data can be provided to illustrate how businesses can save money and realize impactful ROI if they increase their recycling.

If the County is serious about increasing commercial recycling and extending the life of the Three Mile Landfill as much as possible, this approach is the most meaningful way to achieve that.

The cost of additional staff to implement and enforce an aggressive recycling ordinance is predicted to be far more cost-effective at extending the life of the landfill than the future unknown costs of options left when the landfill is full.

Cons to the Aggressive Approach

This approach would require the most upfront investment to establish the enforcement program, including hiring staff and procuring equipment. This approach would also require the most staff work in order to administer and address business feedback in the development phase and communicate the penalties and consequences of noncompliance in a way to achieve informed consent from the commercial sector. Additionally, businesses would have to apply for a no-cost, recycling permit in order for the ordinance to be applied to their business. Some of the pushback from businesses to this approach could be mitigated by the County contributing funding and technical assistance to educate collaborate, and help businesses comply. This could be in the form of subsidizing hauling costs, dumpster enclosures or providing tax credits for participation.

PROGRAM COSTS

Depending on the level of support the County Council wants to give to businesses to comply with the ordinance (provide technical assistance at minimum, to subsidizing the construction of dumpster enclosures or hauling costs at the other end of the spectrum), the cost to implement this program is minimal with a potentially sizeable return on investment in terms of the diversion of recyclable materials from the waste stream and the impact that would have on the lifespan of the Three Mile Landfill.

The costs would be for staff time to support the ordinance development process, including education and outreach activities during its launch, and then in year two, enforcement and program monitoring, which we recommend would be done by the County's Department of Environmental Health. Due to the infrastructure already in place in the Health Department, such as a public information officer and processes to enforce the health code through regulations, we believe one full-time employee would be sufficient to enforce the ordinance, which would include inspections and compliance and issuing penalties. This would be an additional staff member that would need to be budgeted for in the fiscal year 2019 budget at a cost of around $45,000 - $50,000 in salary, plus $20,250 - $22,500 in benefits, and $20,000 for

a vehicle.

OTHER CONSIDERATIONS

Regardless of the approach taken, when developing the commercial recycling ordinance, the County should consider:

1. What types of recyclable materials should be included in the ordinance (all types, including glass, food waste and green waste; or more narrowly drafted to only include paper and cardboard, or paper, cardboard, metals and plastics?);

2. The size of the business impacted by the ordinance (many jurisdictions use the amount of cubic yards of trash generated from that business in one week);

3. Negotiating with haulers to develop a commercial waste recycling fee at a break-even point, and mandate commercial recycling at that rate;

4. Applying an annual tonnage limit on landfill waste to haulers to encourage more recycling;

5. Requiring haulers to offer and charge for recycling (not permitted to haul in the County if don't), but maintain a healthy relationship (learn from Fort Collins, which has the highest diversion percentage);

6. Changing the current dumpster enclosure code(s) to provide flexibility in areas where space is constrained;

7. Offer some incentives or cost sharing, such as:
    a. subsidizing businesses/property managers with financial assistance to:
        i. build new or expand existing enclosures to accommodate a recycling container; or
        ii. develop a co-op where a compacter or baler is shared among several businesses; or
        iii. subsidize the cost of collection/hauling.
        iv. Subsidies for locking devices (including keypads) could be considered as well.

8. Including an enhanced communication plan and education strategy to all businesses and property managers to change behavior and help with compliance – perhaps a video for all new staff and to use to enhance public

awareness;

9. Extending the countywide residential recycling program to small businesses that can use the 90-gallon container at a cost equivalent to the residential cost;

10. Enhancing efforts to address and serve multi-family complexes.

11. Addressing illegal dumping by establishing one or more satellite trash drop-off sites run by Summit County and committing staff to help property managers clean up dumpster areas.

12. Requiring improved signage on dumpsters, including Spanish translation and possible pictures. Requiring haulers to have different colors for recycle and trash dumpsters, consistent among all haulers.

BENEFITS OF THE PROGRAM

There are numerous benefits to increasing commercial recycling, particularly long-term savings, which we anticipate would occur if the aggressive approach was taken and the ordinance was strongly enforced. While short-term costs may increase under this program, if nothing is done then the County will be faced with higher costs in the years ahead. Other benefits of increasing commercial sector recycling, include:

1. **It helps the environment (advances the County's strategic goal).** Mandatory recycling is the most effective way to increase recycling in the County. Increasing the recovery of recyclable materials and keeping waste out of the landfill stream directly reduce greenhouse gas (GHG) emissions because instead of consuming more fossil fuels and other resources to create new products, the existing products can be used once again. A co-benefit of increased recycling is the reduction of methane generation and emissions at landfills from the decomposition of organic materials such as cardboard. Additionally, the fewer materials going into the ground, the less we have to be concerned about surface and ground water contamination and other environmental consequences to our air, land and surrounding ecosystems.

2. **It educates the community.**
   A mandatory commercial recycling program provides educational materials and structural systems that help businesses to be able to more clearly see the benefits of reducing landfill waste. When businesses are actively thinking about their individual waste streams, they find ways to reduce waste, reuse materials, and recycle. A mandatory commercial recycling program also creates a uniform and consistent set of rules and standards which all businesses must abide.

3. **It extends the life of the landfill.**
   Diverting recyclable materials from the commercial waste stream reduces the amount of solid waste being disposed of in the landfill, which helps the County meet its overall reduction target and significantly extends the life of the landfill. Extending the life of the landfill avoids costs associated with transferring waste out of the County (once the landfill is closed), and delays the design and construction of a new landfill for potentially years.

4. **It saves businesses money.**
   Waste audits often show that the cost of hauling and disposing of garbage is more than the cost of hauling recyclables due to the potential revenue which can be generated from recycling. Clean cardboard and metals have market value and can offset hauling charges. Additionally, if the County adopts the recommendation for a recycling transfer facility as described on pages 82-84 of this section, businesses could realize a reduction in hauling costs since trucks can deliver and consolidate recyclables within the County instead of all haulers driving down to Salt Lake City. Additionally, haulers can also maintain a fleet of trucks in the County, which saves additional transport costs. Finally, with less waste going to the landfill, haulers could realize a reduction in tipping fees at the landfill.

5. **It creates local jobs.**
   Processing recycled materials at a transfer facility requires workers. This means mandatory recycling creates jobs within a community or expands part-time waste management jobs to full-time positions. In return, the broader County economy benefits as more money is spent at local businesses by these local service providers.

6. **Lessons learned from other communities.**
   Summit County has the benefit of learning from the many cities and counties that have gone down this road before us and implemented recycling mandates, such as Salt Lake City whose ordinance is relatively new. Studying these communities' experiences and resulting systems would not only save the County time and resources, but also allow us to avoid common pitfalls and as a result, be more successful.

DOWNSIDES OF IMPLEMENTING A COMMERCIAL RECYCLING ORDINANCE:

1. **It may have high start-up costs.**
   When just starting a recycling program, each commercial entity will need bins or containers for the materials so they can be picked up; find (and possibly construct) space or an enclosure to store the container for pickup from the hauler; train staff and set up systems to successfully divert the recyclable materials, keeping contamination levels low; and contract with a hauler to pick up services on a frequent basis (which is usually a cost in addition to trash pickup). In areas where this investment is not made or done properly and thoughtfully, the materials tend to pile up in storage areas on individual properties. Implementing measures to reduce waste within the business can address many of these cost challenges.

2. **Potential resistance.**
   While benchmarking showed that mandatory recycling is something that most businesses do not mind doing, when mandated to participate in such a program, there will always be some level of resistance to such an idea.

3. **Space for recycling.**
   Collection and sorting of waste materials for recycling requires space which may be difficult to find on business premises. Additionally, the County requires waste containers to be enclosed. Some commercial areas have space restrictions and technical assistance will be needed to help tenants configure their enclosures to accommodate a recycling container. Frequent pickup from the hauler can also help address space constraints and storage of waste.

4. **Increased contamination.**
   Contamination when sorting waste can occur, such as glass containers in the recycle can or items, such as food that cannot be recycled. Unauthorized materials in the recyclable container can affect the quality of a business's recyclables. This in turn can increase processing costs that then goes back to the business. It takes time, effort and education to identify and eliminate contamination.

6.2(B) RECOMMENDATION #2: COMMERCIAL CARDBOARD WASTE DIVERSION PILOT PROGRAM

Reports from employees at Three Mile Landfill indicate large amounts of cardboard from commercial businesses are ending up in the landfill. The Planning Committee confirmed this fact through a visual survey of commercial dumpsters in the various business parks of the Snyderville Basin. Cardboard takes up an enormous amount of space in the landfill and is a huge contributor to methane gas production as it decomposes. Additionally, clean, dry cardboard is one of the few recyclable commodities that still has market value and could generate some revenue for businesses or for the County.

We believe if we implemented a pilot commercial cardboard waste diversion program that removed commercial cardboard from the solid waste stream and sold it to recycling facilities, we could divert a significant volume of material from going into the landfill and add approximately four to six years to the life of the Three Mile Landfill. We could also see a potential $60/ton in revenue from selling the cardboard to recyclers that could offset a portion of the program's costs (NOTE: the market value of cardboard varies wildly from month to month).

Based on our research, the biggest contributors to commercial cardboard in the solid waste stream are not the big box stores, such as Home Depot and Walmart, but rather the independent or franchise businesses in the Snyderville Basin. Most of the big box stores have corporate policies requiring them to bale and recycle their cardboard.

In the Snyderville Basin, Kimball Junction specifically, solid waste management is a complex problem overall. Refuse quantities, and recyclables for that matter, have significantly increased in the last three years due to population increases, new

development, improved economy, etc. Haulers are consistently picking up over-flowing dumpsters sometimes six times per week when in the past it was only three times per week. Full dumpsters are forcing some businesses to store their solid waste in their stores until the dumpster is emptied despite the frequency of collection.

Illegal dumping and cardboard that is not broken down are the two biggest contributors to the over-flowing dumpster problem. Diverting cardboard from these dumpsters and breaking it down could have a big impact on reducing the frequency of collection and the mess created by the over-flowing problem.

We reached out to independent and franchise businesses in the Snyderville Basin to better understand why they are not recycling their cardboard or taking advantage of recycling services currently offered by private haulers. We discovered the business owners, in general, are extremely interested in cardboard recycling and recycling overall but feel they are restricted from participating by the property manager who they claim does not provide or offer a space or setting to make it possible.

We decided to focus our outreach on the commercial property managers and owners in the Kimball Junction area. Through conversations with them we heard the following complaints which were expressed as barriers to recycling:

1. The County's solid waste and recycling regulations are too cumbersome, particularly the rules concerning the location of containers and container enclosure;

2. There is no space to either expand existing enclosures or construct new enclosures to accommodate a recycling container;

3. They cannot give up parking spaces to accommodate new container enclosures or to expand existing enclosures;

4. It is too expensive to construct or expand the container enclosures as required by the County;

5. Hauling and collection of recyclables is too expensive;

6. Illegal dumping and tenant behavior make it too difficult to provide recycling services due to contamination of recyclables;

7. Illegal dumping is contributing to over-flowing dumpsters; once a dumpster is full, people (authorized tenants or illegal dumpers), dump waste inside or outside the enclosure. The County's regulations require the enclosures to be maintained in a clean and litter free condition on a daily basis and require materials to be stored within the container. Any materials left outside, including abandoned materials, must be removed by the responsible party, which generally falls on the property manager.

We propose addressing these barriers in the following manner in order to increase commercial cardboard recycling:

1. Subsidizing the construction of new enclosures (as was discussed in the commercial recycling ordinance recommendation above);

2. Encouraging shared compactors, or purchasing a baler for Kimball Junction for all the businesses to use that can be managed and operated by the County or a private recycling company, like Interwest Paper; or

3. Asking RU to look at the existing enclosures and advise on how to better utilize them (perhaps, rearranging the dumpsters to fit a recycling container or auditing the waste volume to see if it is feasible to reduce the size of the refuse dumpster and add a recycling container).

Additionally, we suggest piloting a cardboard collection program to address the most challenging barriers of illegal dumping and tenant behavior, using the Redstone businesses in Kimball Junction. This area is a good candidate because it is particularly challenged by space restrictions and a mix of commercial and residential tenants. Furthermore, Boyer, the property manager has indicated interest in working with the County on this issue. If this 2018 update to the Master Plan is adopted by the County Council, the Planning Committee will work with RU, Boyer (the property owner), and tenants to develop the details of the pilot program and cost sharing agreement with the idea of implementing it in 2019.

Preliminary ideas may include providing roll-out cardboard bins for each business to keep in their stores and then dump in communal trailers or a baler set up by

the County throughout the business park. Participating employees would be required to break down the cardboard boxes, put the cardboard in the bins and roll out the bin to the trailers when full. The County or a private hauler would collect the cardboard from the trailers on a weekly basis (maybe more frequently depending on volume) and take the material to Recycle Utah or Park City Mountain (who recently purchased a third baler due to the volume of cardboard the resort is collecting and recycling) to be baled and sold to paper recyclers in Salt Lake City. Cardboard must be kept dry to have market value.

Another option to study is the mobile recycling program active on Park City's Main Street. Multiple times per week, participating businesses set out their cardboard for Good Earth Recycling, a small, independent recycling hauler, picks up the materials and brings to Recycle Utah to be recycled. This might be a program to look at expanding into Kimball Junction and elsewhere in the County if feasible.

PROGRAM COSTS

Costs for the trailer option would include purchase of the roll-out bins and trailers, trucks (or hauling services) and personnel for collecting the cardboard, personnel to bale the cardboard, space to store the baled (or unbaled) cardboard until it can be picked up by the recycler, employee/tenant education, and personnel to oversee the program and address logistics among all the parties involved.

We suggest asking RU, Boyer, the County, and potentially the tenants to contribute to the cost of the program. We would then need to evaluate the success or failure of the program and decide if it is feasible to expand it, or is worth looking at expanding it in terms of direct impact on achieving our goals of reducing waste and emissions, increasing diversion, and extending the life of the landfill.

BENEFITS OF THE PROGRAM

The benefits of a commercial cardboard waste diversion program include the reduction in methane gas production from decomposing cardboard in the landfill; extended landfill lifespan by four to six years; new revenue source to offset program costs; engagement with the commercial sector and relationship building opportunity to facilitate partnerships on issues in the future (solid waste or not). In addition, a shared cost agreement creates stronger buy-in and participation

from the community.

6.2(C) RECOMMENDATION #3: RECYCLING TRANSFER FACILITY (CONCEPTUAL DESIGN)

To increase recycling rates countywide, as well as keep the cost of recycling collection, hauling and handling (both in transportation and the variability of commodity pricing) as low as possible, Summit County could establish a recycling transfer facility in a convenient location. Convenient location means an area easily accessible to the majority of the County residents. The County could greatly benefit form keeping the rates down and having the flexibility to mine out cardboard and metals for direct sale with the option of using various processors for the recyclables depending on who provides the best price.

This concept was the most popular idea to come out of the stakeholder meetings. Additionally, a recycling facility opens the door to many other opportunities for solid waste management both in the short- and long-term, presenting the freedom and flexibility to address the changing needs of the County as it grows, funding becomes available, and additional planning takes place. Some type of transfer facility is one of the strongest tools we have to achieving the reduction target and diversion goals necessary to have a significant impact on the lifespan of the Three Mile Landfill and could help facilitate many of the commercial-sector initiatives contemplated in this Master Plan.

(Note: In order for this facility to be successful, it must be located convenient to population centers. As a result, because of potential odors, noise and other concerns, this recommendation assumes only recyclables will be addressed at the facility; no other waste. However, consideration needs to be given towards future expansion opportunities for the facility to include all waste collection and sorting to: 1) increase diversion from the existing landfill towards the end of its life; 2) improve the efficiency and acceptability of a future landfill site; and 3) minimize waste mass should it need to be hauled to an out of County facility).

The Planning Committee spent a significant amount of time researching and discussing this recommendation, including touring several waste management facilities in the Wasatch Front to learn about the different facility and operational options, costs, challenges and benefits.

For the short-term, due to costs and feasibility, we recommend starting small with the idea of expanding the facility in the future to serve as a one-stop shop for all things recycling, including an education center, recycling drop-off site, and warehouse to purchase used items, potentially partnering with both Recycle Utah and Habitat for Humanity's ReStore as occupiers of the facility.

Starting out, the recycling facility's primary task would be to serve as a material consolidation and transfer station. Small truckloads of recyclables from the residential curbside program and commercial dumpsters would drop off the material, which would then be consolidated and loaded onto larger trucks to transport to Rocky Mountain Recycling or other recyclers in Salt Lake City.

This process would have the benefit of reducing the number of small truck trips, and therefore greenhouse gas emissions, between the County and the Salt Lake valley. It would also allow whichever hauler the County uses to maintain a fleet of trucks at the facility, again reducing the number of trips between the County and Salt Lake valley. There would be the added opportunity of addressing some contamination of loads as well.

As the facility becomes more established and funding becomes available, there would be the opportunity to expand the operations to include sorting out material with market value, such as cardboard and metals to be sold separately.

The County could collaborate with commercial haulers, allowing them to process the commercial recyclables at the center before transporting it to Salt Lake City. The recycling center could also help bundle the existing residential curbside recycling products before shipment to Salt Lake City. The center would cut the transportation cost involved in processing recyclables, and haulers may offer rates that are more affordable and appealing to future commercial clients.

Additionally, this program includes a recommendation for co-location and partnership with Recycle Utah who would move its recycling drop-off operation from Park City to the facility site. The current RU site is small and presents barriers to growth as well as safety challenges due to the number of cars traveling to the site and large trucks picking up materials. Services from RU could include a public education and meeting center, residential recycling drop-off area and, warehouse for re-sale of reusable goods and appliances. Again any recyclables collected will be sorted, baled, combined, or processed before transporting to the

final destination.

Another opportunity presented by the recycling facility is to serve as the hub for hazardous and green waste collection, where citizens could drop off hazardous materials from their homes along with their yard trimmings for composting. If the County offers a voluntary curbside green waste collection program the recycling center could also serve as the bulking center before green waste is hauled to a composting site. Potential green waste haulers could see this as a cost-cutting measure and they would be able to offer reduced curbside green waste collection rates.

This short-term program recommendation proposes to start in 2018 on identifying the location/parcel of land for the facility as well as developing and issuing a Request for Proposals (RFP) for a consultant to complete the conceptual design of the facility to be hired in 2019 when a location has been confirmed and budget is available.

Also in 2018, during the development of the 2019 budget, monies would need to be budgeted to pay for the consultant to complete the conceptual design along with partial-year funding for the engineering and architectural design based on the conceptual design, which could begin in the latter part of 2019. Costs for these efforts range from $200,000 to $500,000 each.

The design processes would include collaboration with RU and its board and a public charrette regarding everything the facility should have.

The second phase for the recycling facility is explained in detail in Section 7, along with costs, timelines and benefits.

6.2(D) RECOMMENDATION #4: COMMERCIAL COMPOSTING PILOT PROGRAM

The disposal of organic waste in a landfill is the main source of landfill methane, a potent greenhouse gas with 21 times the global warming potential of carbon dioxide. Consequently, landfills account for more than 20% of all methane emissions.

The diversion or recovery of organic waste from the landfill to a centralized composting facility will reduce the amount of methane gas generated by anaerobic decomposition in the landfill as well as the amount of waste going to the landfill. Additionally, the use of recycled organic waste as compost improves soil nutrient and soil structure, resulting in improved water retention, which reduces the need for supplemental water and fertilizers.

Beginning in January 2014, Summit County's landfill management started to record the amount of green waste entering the Landfills. From January to the end of June 2014, approximately 600 tons of clean green waste was brought in by residents and landscape contractors. This does not include any green waste brought in with the municipal solid waste by side-load trucks, front load trucks, mixed roll-off trucks and self-haulers.

If we assume that the July to December 2014 period is similar to the first six months of the year, then the total annual green waste delivered to the landfill would be approximately 1,200 tons. However, field observations indicate that a significant amount of green waste is entering the landfill comingled with the municipal solid waste and is not identified as green waste.

In general, communities with green waste diversion programs in Utah are diverting an average of 7-10% of their waste stream as green waste.

In order to achieve the waste diversion goals established earlier in this document, the County intends to focus on green waste diversion and composting as a longer-term program with the possibility of expanding to include all food scraps.

Green waste composting is the process of converting grass clippings, tree branches, garden produce, and wood waste into a stable organic product called humus that could be used onsite or transported offsite as fertilizer or soil amendment. Compost is a valuable soil amendment and its benefits include increased soil organic matter, soil nutrients, improved plant growth, reduce erosion, and helping control plant diseases.

Although green waste composting is straightforward, the process can take months if the composition of the feedstock is not optimum for composting conditions. Yard waste lacks the required carbon/nitrogen (C/N) ratio, and moisture content for effective composting. An effective way of rectifying the yard waste deficiencies is to mix the yard waste with wastewater treatment sludge that is high in nitrogen

and moisture and low in carbon.

Summit County is home to several sludge producing wastewater treatment plants looking for sludge disposal options. One of the best methods for disposing of wastewater treatment sludge is by composting it with green waste. The County's 2014 Solid Waste Master Plan laid out a detailed recommendation in which the County partnered with the wastewater treatment plants to compost green waste with biosolids as a cost-effective and mutually beneficial waste management program.

However, we researched this option and discovered the County did not produce enough green waste for the volume of sludge in order for this partnership to be successful. As a result, the County's largest wastewater reclamation district contracted with another entity to take their sludge.

STAKEHOLDER INPUT

On January 25, 2018, due to overwhelming interest and support from a handful of local small businesses in the topic of composting, the Planning Committee convened a stakeholder meeting with providers of composting services, experts in composting, interested citizens, and staff from Park City Municipal Corporation (PCMC) and the County with the end goal of developing a composting program recommendation for the Council to consider. In particular, we wanted to learn about local capacity, hear ideas for how to establish a countywide program, and address unresolved questions.

As a result of this meeting, it became clear that a composting program could take off within the County run by the private sector if the County helped support it and address barriers preventing it from occurring before now. Many members of this partnership are either composting on their own property or manage a small-size composting business through contracts with several Park City restaurants. They want to see it grow.

We recommend supporting these private sector partners in a commercial (i.e. restaurants), green waste pilot program which they have already begun to work on in 2018. The exact details for the pilot will be addressed and planned over the next year if the Council approves this Master Plan update.

Based on our initial discussions and from research of successful composting pilot programs conducted across the country, we suggest a framework for the pilot that:

- Involves a partnership between Summit County staff, Park City Municipal Corporation's Sustainability Office, current composting operators and agricultural workers, an interested landowner and local entrepreneur, and volunteer restaurant owners;
- Covers a 6 to 12-month period;
- Includes 100 to 300 restaurants primarily in the Park City area;
- Utilizes approximately 22 acres of private land located in Brown's Canyon;

The composting experts and private citizens involved in the partnership will train the restaurant staff, provide the bins, haul the waste, provide the land and equipment, and conduct the science to perform the composting as well as work with industry to whole sale the resulting product. There are opportunities to grow food onsite using the compost, sell the compost to local residents or companies, or create other products from the byproduct.

Throughout the pilot program, the County will collect data and provide support regarding waste volume, participation and diversion rates, cost-effectiveness, logistical challenges, zoning, permitting, etc.

Costs for the pilot program will be shared between the County, PCMC, and participating restaurants. We anticipate the County's portion to be around $40,000. The land, equipment, trucks and personnel time to haul the waste and compost it will be provided by the members of the partnership.

As a future step of this program, we can also explore the feasibility of a residential program, either through designated neighborhoods for curb-side pickup or centralized drop off centers for residents to drop-off green waste from their homes. In this latter option, Recycle Utah could host a drop-off site and monitor the containers for contamination, instructing the self-haulers on what can be put in the bin and what cannot. RU can also sell home compost containers and provide education and technical assistance to residents who want to participate in the composting program.

Once the 12-months of the program end, the County will work with the

partnership on an extensive evaluation process, determining successes, challenges, best practices, lessons learned, and the feasibility and interest in expanding the program or making it permanent with an identified dedicated funding source.

OTHER CONSIDERATIONS

At this point in time, the County is not including food waste composting, other than garden produce. Animal meats and oils can be challenging to compost because they require a separate food waste collection program, and food waste home composting can attract neighborhood dogs and cats, and wild animals in a community like Summit County. In addition, the requirements to collect and compost food waste are more complex, and for that reason, most communities start with green waste composting.

With Wasatch Resource Recovery's anaerobic digester coming online in North Salt Lake in mid-2018, there is the potential for Summit County to look at adding food waste to the composting program in the future. Additionally, the composting recommendation under long-term programs in this plan contemplates the County study the feasibility of a smaller-scale anaerobic digester next to the Snyderville Basin Wastewater Reclamation plant, which was a popular suggestion to come out of the stakeholder review of the draft plan on February 12, 2018 (NOTE: the current Leadership Park City Class is considering for its project and animal food waste composting program. More details on this TBD).

For the green waste composting pilot program, the County will need to help facilitate the permitting process. The State of Utah has an approved Environmental Department that will enforce all federal requirements and any other state requirements beyond the federal requirements. Summit County may require the composting facility to obtain a conditional use permit, zoning amendment, and/or construction permit; and the local health department may also have some permitting and oversight requirements.

The composting facility will be required to establish detailed operations plans to obtain an operating permit from the State of Utah. The operations plan must include plans for pathogen and odor control. Federal and state regulations also require compost product to meet Class A requirements. Class A compost is humus-

like material without detectable levels of pathogens and it can be used as soil conditioner or fertilizer to gardens, crop production, and rangelands.

To ensure that the final product meets the requirements of Class A compost, Utah requires that the compost windrow reach 131oF (550 C) for at least 15 days with a minimum of 5 turnings during those 15 days. Thus, daily temperature monitoring of the windrows is both a state and federal monitoring requirement. The state will also require periodic analytical testing of the final product.

We will work with our County colleagues to ensure compliance with these rules and regulations, and that the County's zoning map and use table allows a composting operation in Brown's Canyon or where we decide to locate it during the planning stage of the pilot program.

TIMELINE AND COSTS

If approved by the Council, we anticipate spending the remaining of 2018 to design the composting pilot program and come up with the funds to make it successful. The actual pilot program, based on best practices from other communities, should run around 12 months. This timeframe also allows the program to operate throughout all four seasons of our area.

Anticipated fiscal impact of the pilot program:

- The majority of the work will be conducted by the partnership, however, the County will need to provide administrative support, which would be about one full time Employee for planning and communications with the restaurant participants, logistical support, development and submittal of plans for permitting and other compliance efforts, coordination with the County's health department and community development department on rules and regulations, and data collection.

- The costs for land, equipment, containers, hauling, and composting process will be borne by members of the partnership.

BENEFITS OF THE PROGRAM

According to the United States Environmental Protection Agency (U.S. EPA), landfills, which create landfill gas consisting principally of carbon dioxide and methane, are a large human-created source of methane in the United States, accounting for 25 percent of the country's methane emissions. Methane has a more powerful greenhouse effect than carbon dioxide. Over a 100-year period, one ton of methane is estimated by the scientific community to make the same contribution to global warming as 23 tons of carbon dioxide. By reducing the methane emissions of the County's landfills through diverting green waste, the County can have a real impact on its overall greenhouse gas emissions as well as extend the life of the landfills by several years.

Additionally, data from composting pilot programs completed in other communities show substantial increases in recycling participation as a positive side-effect to composting. For example, in the state of Maine, two South Portland neighborhoods experienced an increase in recycling by nearly 10 percent (from 29% to 38%) since the inception of a pilot program to collect food waste last May.

A countywide composting program also presents myriad partnership opportunities between the County and business sector and between businesses. For example, restaurants send their green waste to the composting facility where it is processed and turned into soil amendment that is then used to grow specialty foods, which is then sent or sold back to the restaurants. Moreover, there are several byproducts such as biochar that if produced in large enough quantities can also be sold and utilized for other purposes that can incentivize private companies to partner with the County in this operation.

6.2(E) RECOMMENDATION #5: PUBLIC EDUCATION AND TECHNICAL ASSISTANCE

It is clear from research on recycling programs throughout the U.S. and other countries that communities which have made significant progress in recycling, and diversion of materials to landfills overall, have invested time and resources in education and behavioral change programs. The most successful communities

ensure that residents (and businesses) have access to recycling, realize its value, understand how to participate, help support the cost of recycling, and can follow and track their community's progress.

Public education and technical assistance are low-cost efforts that can affect behavior in ways that significantly impact the lifespan of the landfill. The County must continue public education efforts and invest resources into technical assistance programs. This recommendation suggests ways to enhance existing public education strategies in order to produce greater results than what has been seen in the County in recent years both in contamination rates and increased recycling.

We suggest continuing to request that Recycle Utah (RU) dedicate a portion of the funds the County pays them as part of the annual agreement to managing the public education program. Traditionally, this has been about $40,000/year spent on a variety of school programs, face-to-face interaction at RU's drop-off facility, RU's Green Business program and Green Drinks events, Dumpster Days, Water Festival, summer programming, presentations, PSAs, ads, digital brochures, e-news and mailers. RU has more expertise and staff dedicated in this area than the County and therefore, they are better suited to manage this program.

We request RU specifically study education best practices in other communities and use that information to develop new programs in Summit County that have been proven successful in changing behavior and achieving the results we seek. As part of this effort, we also request RU work with the County to develop metrics for measuring success of these programs, which would identify whether they are directly responsible for producing the desired results or not.

RU will need to determine and understand the motivations of our community to recycle or not to recycle and develop an education program around these motivations, specifically tailoring the "curriculum" and strategies to the various audiences and demographics in our community. For example, school children, residents, second-home owners, visitors/tourists, seasonal workers, Spanish-language speakers, and businesses. RU has done a phenomenal job with education in the schools but we would like to see them expand these efforts to some of the other demographics within the County.

This recommendation also suggests the County work with RU, or the University of Utah, Republic Services, Inc. and Rocky Mountain Recycling to perform a recycling

audit in residential areas throughout the County to find out where the contamination problem is the worst and where recycling rates are the lowest. Then develop targeted and personalized education strategies focused on these areas with the goal of changing behavior and reducing the solid waste stream in the County.

At the new recycling facility that is explained later in this section, which we recommend as a co-located facility with RU, we envision building an education center that can serve as the headquarters for recycling and solid waste education in Summit County. It could provide a space for classes and demonstrations, as well as provide visuals and interactive exhibits.

After increasing awareness through the education program/campaign, technical assistance will come into play to help residents and businesses set up recycling centers in their homes or places of work, and initiate other measures to reduce and reuse waste. Again, we look to RU to help in this area by continuing to work with the business sector to reduce, reuse and recycle.

Should the County Council adopt a commercial recycling ordinance, technical assistance becomes even more important to help businesses adjust to and plan for the new requirements and come into compliance before the enforcement period to avoid fees, fines and other penalties. We expect RU to be a strong partner in this area as they have the expertise to carry it out.

6.3 PROGRAMS STUDIED BUT NOT RECOMMENDED

There were a number of programs the Planning Committee studied based on feedback and requests from the public, stakeholders, and the County Council. However, the Committee decided not to recommend them for further consideration or resources. Most of these ideas when put into context with the other programs, it became clear they would not be as effective in achieving the County's goals. Others were discounted after additional study showed they would cost too much, or their implementation was too complicated, or their impact on the landfill was too minimal to justify the cost to implement. Those programs are explained below.

6.3(A) WEEKLY CURBSIDE RESIDENTIAL RECYCLING PICKUP

By far, the most popular suggestion to come out of the public survey was a request for weekly curbside residential recycling pickup. Many citizens, particularly in the Snyderville Basin feel their recycling bin fills up too quickly and they end up throwing recyclable materials in the trash can because they do not fit in the bin. They also claim they produce more recyclable waste than they do refuse for the landfill. There is the perception that if recycling pickup was every week rather than bi-weekly, the recycling percentage countywide would increase. Others feel having recycling pickup on the same schedule as trash would be less confusing.

The Planning Committee looked at this option and found that the average tons recycled from January to June prior to the countywide recycling program was 142 tons/month compared to an average of 323.5 tons/month during the same period of time after the curbside recycling program went countywide in 2013. This is slightly higher than similar communities with bi-weekly pickup programs, but less than communities with weekly pickup. However, the increase is not substantial enough to justify the added cost of collection and the negative environmental impact resulting from the carbon footprint of additional small truck trips between the County and Salt Lake City.

Additionally, the opportunity already exists for customers to request an extra recycling bin from Republic Services for $3/month. In the Planning Committee's view, adding weekly curbside recycling pickup would cost more than the benefits gained.

6.3(B) GLASS RECYCLING

As described previously in this plan, currently, glass recycling is not offered in the residential curbside pickup program nor do haulers collect glass from the commercial sector. RU provides drop-off options at their main facility as well as several remote bins across the Snyderville Basin and Park City. There is strong support in the community for residential glass recycling/more glass drop-off locations, which we learned both from our public survey and the stakeholder meeting.

The Planning Committee studied ways to initiate a glass recycling program that would keep the glass in the County to be repurposed for other uses. This is because glass is very expensive to haul due to its weight and as such, requires specialty trucks. Additionally, the Committee was concerned about the extra greenhouse gas emissions that would be caused by the glass hauling trucks traveling to and from Summit County to Momentum in Salt Lake City, the only glass recycler in the state. There was also concern about relying on one company to recycle the glass which the Committee saw as a risk to the County should that company go out of business or for whatever reason stop taking glass.

The Planning Committee looked at starting with communal drop-off sites in all the residential areas of the County with the idea of expanding to residential curbside pickup if funding could be identified. The Committee contacted local quarries, specifically Flare Construction to see if they would be interested in a public-private partnership whereby they would take our glass, crush it and use it as filler in their products. The County uses Flare Construction for concrete and other materials for County roads. We wondered if there was the potential to offset costs due to the material the County would give to Flare.

Flare Construction was interested but needed to run a test on the glass first to see if the material crushed in a way to make it viable to mix with their product. In the end, the County was never able to run this test and figured it was too expensive to haul the glass to Flare either internally or through a contract hauler.

The County also considered purchasing a crusher to be housed at the Three Mile Landfill and to haul the glass there to be crushed to use as cover for the landfill. Again, the costs made this an unrealistic option.

Additionally, when we ran the numbers we saw that removing glass from the solid waste stream would only save us about 6 months-worth of landfill life over 30 years. And since glass is an inert material, meaning it does not emit a harmful level of toxins or gasses as it decomposes, the costs did not match the benefits gained. As such, we chose to focus on other more impactful programs and not to recommend a glass recycling program.

SUMMARY OF SHORT-TERM PROGRAM RECOMMENDATIONS

Program Title	Year(s)	Cost(s)	Benefits	Years Added to Landfill	Contribution to Diversion goals
Landfill Expansion (5 cells) & Compliance	2018 - 2053	$500,000 - $5m/cell; $25,000 - $100,000 for compliance	(1) Adds life to Three Mile Landfill; (2) Lines landfill cells for groundwater protection; (3) Brings County into compliance w/ state/federal laws	35	None
Commercial Recycling Ordinance	2019 - 2021 (and beyond)	$93,000 (includes one-time cost for vehicle; after 2019, FTE becomes part of department budget)	(1) Increases commercial sector recycling; (2) Adds life to the landfill; (3) Protects the environment by reducing GHG emissions; (4) Increases education; (5) Creates local jobs; (6) Saves businesses money.	4-6	10% by 2023; and another 10% by 2028
Commercial Cardboard Waste Diversion Pilot	2019	$100,000	(1) Saves substantial airspace at the landfill; (2) Reduces methane gas emissions; (3) Revenue source; (4) Engages business sector in recycling; (5) Shared costs w/ participants	4-6 (if pilot is expanded)	Included in the 10% by 2023 and another 10% by 2028
Recycling Transfer Facility	2019-2023	$2.5 m (land); $200,000 (conceptual design); $500,000 (architect/ engineer); $30,000 (permits)	(1) Reduced GHG emissions from fewer truck trips; (2) Educational opportunities; (3) Public-private partnerships; (4) Facilitates increased recycling countywide.	4-6	10%
Commercial Composting Pilot	2018-2019	$40,000	(1) Public-private partnerships; (2) Adds to diversion goals; (3) Reduces waste; (4) Creates new products that can be sold; (5) Reduces methane gas emissions; (6) Increases recycling.	1-2 (if pilot is expanded)	5%
Education and TA	2018 – and beyond	$40,000 - $50,000 (RU contract; already in budget)	Changes behavior and results in increased recycling and reuse of materials, and reduced waste.	1-5	2-5%

SECTION 7: LONG-TERM PROGRAMS AND COST ESTIMATES

This section evaluates three long-term programs for the County's future solid waste management. The long-term period under consideration starts in about year five (2023) of the five-year plan addressed in the previous section and extends through 2028, and beyond. The recommended programs are:

- Recycling transfer facility (construction and operations);
- Collection alternatives; and
- Expansion of the composting program (feasibility study of anaerobic digester).

These three initiatives have the greatest potential for making significant progress toward the County's overall solid waste reduction target and diversion goals over the long-term, as well as substantially extending the lifespan of the Three Mile Landfill. The implementation timeline for these programs are explained in Section 11 and will be used to help the County determine a specific strategy for countywide solid waste management between year 6 (2024) and year 10 (2028), should these programs be adopted by the County Council. Due to the complexity and expense of these programs, time is needed to fully develop detailed plans, acquire required permits, and determine the necessary funding sources to be successful.

This section also explains the future outlook of the County's landfills and provides some options for how to manage solid waste after Three Mile Landfill is full, capped, and closed, such as site planning for a new landfill, and waste-to-energy programs.

7.1 RECOMMENDED LONG-TERM PROGRAMS TO EXTEND LANDFILL LIFESPAN

7.1(A) RECYCLING TRANSFER FACILITY

Section 6, Short-term programs introduced the concept of a recycling transfer facility in Summit County as a way to improve recycling rates across the County, keep recycling collection costs low, increase recycling participation rates and,

advance the sustainability of the County's Solid Waste Management Program.

The recommendation explained in this section builds upon the conceptual design of the facility explained in Section 6 (which should be completed in year 2019), and covers the architectural and engineering design for the facility, construction and occupancy of the facility, and ongoing operations once the facility is opened.

Option 1: The County provides the land but contracts with one of the private waste haulers to develop the site, build, and operate the facility with the hauler taking on the majority of the costs. The County could work out an operational sharing agreement with the contracted hauler to formalize the partnership and give the County some say over what is done at the facility. The contract for this option should also require that other commercial recyclers be able to deliver collected recyclable materials from with the County. The site may also include space for the hauler to store and maintain a fleet of trucks rather than driving them up from the Salt Lake valley daily, saving money and reducing greenhouse gas emissions in the County.

Option 2: The County purchases the land and develops the site jointly with Recycle Utah and Habitat ReStore both of whom the County would ask to share the site. The cost of constructing and operating the facility would be shared by the entities using it. This option helps reduce the costs for the County while providing the County authority, in partnership with RU and Habitat ReStore, over what happens at the facility and its operations.

This option also provides more space for RU to grow and address space limitations at their current space. From this larger site that would be able to take and store more materials, RU and ReStore can have a greater impact on diverting materials from the landfill and help the County meet its diversion goals. Currently, ReStore diverts from the landfill about 1/3 of the volume of RU, primarily in furniture and C&D (i.e. doors and windows).

Additionally, this co-location option creates a one-stop-shop for recycling and reuse in the County where residents, for example, can drop off old electronics for recycling at the RU site, shop for reusable items at the RU warehouse and new items at the ReStore warehouse, go on a site tour and participate in recycling education programs and events all in one location. There could still be a partnership agreement with the recycling haulers to maintain a fleet of trucks at the site.

The Council may want to consider requiring franchise agreements with private haulers who want to compete in the commercial collection market within the County. A franchise agreement may be a necessary tool to require vehicles hauling recycle materials to utilize the County's recycling transfer facility to minimize trips to and from the Salt Lake valley.

This joint facility also has the potential to house some County offices, such as the landfill superintendent and sustainability staff with conference room space for joint projects with municipalities in the County, RU, and others.

OTHER CONSIDERATIONS

Any selected site should be large enough for expansion of the recycling facility to include sorting the recyclables and recovering materials that have market value, such as cardboard and metals. There could be the possibility of taking recyclables from other counties outside of Summit and recover additional materials that can be sold to recyclers and bring in revenues to the County through tipping fees and selling cardboard and metals, then transferring the remaining materials to larger recyclers in the Sale Lake valley.

The County should consider approaching the ski resorts and Park City Municipal Corporation (PCMC) to be funding partners in the construction and/or operation of the recycling transfer facility. Park City Mountain Resort in particular has a vested interest in the County establishing this facility due to their owner/operator, Vail's Epic Promise for a Zero Footprint. This initiative commits the resort to zero net emissions by 2030; zero waste to the County's landfill by 2030; and zero net operating impact on forests and habitat. With this ambitious landfill goal, there is an incentive for them to partner with the County in establishing a program to help them increase recycling and waste diversion.

Park City Municipal Corporation is interested in still having a presence from Recycle Utah in their community even though they are asking for RU to find a new location so they can repurpose the land they currently lease to RU for other projects. Without supporting RU with this in-kind donation, that is about $91,000 per year, PCMC might be interested in contributing to the construction or operations of the recycling facility.

TIMELINE AND COSTS

Once a suitable site is identified, the County should issue a multi-phase Request for Proposals which includes concept development (including cost estimating) for the site, and for an architectural and engineering team to complete the final design of the facility and the overall site, and determine the best means for entering the construction phase. The possible means may include traditional Low Bid, Construction Manager/General Contractor (CMGC), etc. It is also possible the County may want to consider a Design/Build process. The concept and design should include future development of likely facilities or expansion of planned facilities.

Once plans and specifications are completed and approved by the County, the process for retaining a contractor can begin to complete the construction phase (including any environmental mitigation). Subject to successful implementation of the funding plan developed in 2019, the County could plan to occupy the facility and begin operations in years 2022 – 2023.

The specific timeline for the entire program (including the short-term portions described in Section 6 of this Plan), involves:

1. Secure property/location for the site (2018, 4th quarter);
2. Develop and issue RFP for conceptual design (2018)
3. Budget for consultants (2018 for 2019 budget)
4. Hire consultant and complete a site concept plan (2019);
5. Submit permit application and operations plan to the State of Utah Department of Environmental Quality (once concept is completed in late 2019 or early 2020);
6. Develop site improvement plan and engineering specifications, and secure all site permits (2020).
7. Develop equipment specification and procure all equipment (2021);
8. Break ground and construct the facility, including access roads, utilities and signage (2021);
9. Start accepting recyclable materials (2022 or 2023).

Anticipated costs include (to be shared between the County and partners involved in the site, either private haulers, or RU and Habitat ReStore, and/or Park City

Mountain Resort and PCMC, depending on the scenario chosen from page 97 above):

- $500,000 for an architect/engineer to design the facility and site plan;
- $30,000 for all the permits;
- $700,000 for equipment;
- $2.5 million for land acquisition;
- $6.5 million in construction costs (which is the average we've seen for a facility the size we would need);
- $800,000 in yearly operations and staff.

BENEFITS OF THE PROGRAM

- The potential to achieve the highest landfill diversion rate than any other program by facilitating increased commercial recycling;

- The potential to reduce greenhouse gas emissions produced in the County by several thousands of metric tons by both reducing small truck trips between the County and Salt Lake Valley, and by keeping materials from the commercial sector, such as cardboard and metals, out of the landfill;

- Enhanced public education about the reduce, reuse, recycle concepts, utilizing the on-site education center;

- Potential new revenues to offset costs by sorting out cardboard and metals to be sold to recyclers;

- Cost savings from reduced hauling on a daily basis due to a centralized location to collect and sort recyclables; and

- Increased recycling rates countywide.

7.1(B) COLLECTIONS ALTERNATIVES

County staff was asked by the County Manager and Council to analyze the feasibility of eliminating the contract with private haulers and moving solid waste collections in-house using County personnel and equipment. This would entail

purchasing a fleet of trucks; hiring additional personnel to operate the trucks and service the bins and dumpsters; personnel training; designing routes and schedules; purchasing rollout bins and dumpsters (for new residents and to replace aging containers); additional worker's compensation insurance, liability insurance and employee benefits; and an office to handle communications, and complaints and questions from the public.

OTHER CONSIDERATIONS

The three biggest challenges for the County in taking on collection of solid waste are: 1) the substantial up-front start-up costs that will take several years to recoup (additionally, it may take several years to secure the appropriate funding to make the transition successful); 2) Developing a new/expanded Department/Division to manage employees, assets, and the public; and 3) Increased costs for workers' compensation insurance and management of claims.

TIMELINES AND COSTS

We anticipate the upfront capitals costs, including trucks and maintenance facility would be around $10 million and personnel would be close to $1 million for a total of around $11 million. The feasibility study we complete in 2019 will provide more specific cost estimates for the Council to consider.

We anticipate the initial feasibility analysis of the County handling collections to be completed in 2019. It would take approximately two additional years to complete the required planning and determine the funding mechanism needed to transition successfully from contracted hauling to in-house solid waste collections, and another year to acquire the required equipment and to make the actual transition.

Included in the transition is about six to 12 months to procure trucks, bins and other equipment and within this time period, the County would need to hire and train staff and design routes to service bins.

If the County determines collection of solid waste should be a service provided by County personnel and equipment, then the County must be prepared to begin

these operations in July of 2022 when the current service contract with Republic Services expires.

BENEFITS OF THE PROGRAM

The biggest benefit of taking collections of residential solid waste in-house is the control the County would have over costs and the potential savings to the tax payers. No longer subject to a contract with a private company that could increase costs every year, the County is not looking to make a profit on collections and therefore, has the flexibility to implement cost-saving measures or keep cost increases to inflation and staff merit/cost of living only.

Further, the County would have full control of the program, most importantly, the quality of service provided to our citizens. This control also allows the County to be creative and implement innovative initiatives that could have positive impacts on the environment and overall solid waste management.

7.1(C) EXPANSION OF COMPOSTING PROGRAM (STUDY ANAEROBIC DIGESTER)

Based on the data collected and analyzed from the commercial composting pilot program outlined in Section 6, Short-Term Programs and Cost Estimates, the Council may want to consider expanding the program to other restaurants or potentially countywide, including residential units. This perhaps could be best achieved through the construction of an anaerobic digester in Summit County.

This recommendation suggests the County conduct a feasibility study for a County anaerobic digester. The study will help the County determine the volume of the waste needed for the digester compared to the amount produced in the County, and the practicability of building a digester, the size it would need to be, operations and maintenance, costs and timeframe.

The study would include a cost-benefit analysis as well as evaluate the proposed project to determine if it: 1) Is technically feasible; 2) Is feasible within the estimated cost; and 3) Will be profitable.

A cost benefit analysis of anaerobic digester operations has to take into account several factors. Benefits include: the potential sale of either the biogas itself or the use of biogas to generate electricity which can be sold back to the grid; the resale of the resulting byproducts as compost or fertilizer; and the heat generated by the system in the form of hot water/steam.

Key questions the study should address are:

- In terms of dollars and cents, how much economic sense does an anaerobic digesters make in Summit County? What are the economic benefits of an anaerobic digester fuel system?
- Under what scenarios does the digester make sense, and under what scenarios is it only a marginal benefit—or should not be considered at all?
- As a source of renewable energy, how is this energy applied?
- Can an anaerobic digester be used economically to provide grid-ready electrical power, or should it only be used to provide fuel for local, niche applications?
- What are the state regulations and permitting requirements for a digester?

Included in this effort is outreach to the Snyderville Basin Reclamation District to understand their level of interest in partnering with the County in this project. The Reclamation District currently contracts with a hauler to send the sludge from the wastewater treatment plant to the Salt Lake valley to be processed and disposed. We believe there is an opportunity for mutual benefit to the County and Reclamation District to consider a digester on the same property as the wastewater treatment plant that could process the sludge from the plant, green and food waste from across the County, and animal waste from local farms to not only divert from the landfills, but also turn into energy that the County and/or Reclamation District or farms could use for local needs.

OVERVIEW OF ANAEROBIC DIGESTERS

Anaerobic digestion is a naturally occurring process that can be harnessed to transform organic waste into a mix of methane gas and carbon dioxide (usually referred to as “biogas”). An anaerobic digester is a vessel designed to retain

decomposing sludge, manure, and other organic waste materials for sufficient time at a designed operating temperature to allow the growth of methanogenic bacteria to produce methane (natural gas) fuel.

In addition to biogas, digesters produce a condensate liquid, referred to as "digestate," consisting of water, minerals, and the bulk of the residual carbon from the original organic material. Digestate is often used as high-quality liquid fertilizer.

There are two broad categories of anaerobic digester operations, wet and dry, which each involve specific equipment and processes that influence cost and both operational benefits and challenges.

Anaerobic systems in the United States are generally used by farms (mostly to manage manure from livestock), food processing facilities, and by centralized plants that receive shipments from regional and local organic material sources.

BENEFITS OF THE PROGRAM

We believe an onsite digester could save the Reclamation District in hauling and energy costs, as well as provide a dependable depository for the sludge and other organic byproducts from the plant. It could also help the County save landfill space, primarily because it can take food waste along with green waste, and energy costs, as well as further advance the County's sustainability stewardship goals.

The digester could also take animal waste from local farms, which could benefit County farmers in the areas of manure treatment cost savings, nutrient conversion, odor and pathogen control, and byproduct recovery. In fact, the U.S. EPA, Department of Agriculture (USDA), and Department of Energy (DOE) have been assisting farmers for two decades through various programs and partnerships to encourage farm methane recovery from anaerobic digestion, providing technical assistance to assist them through the development, installation, start-up and operating phases of their anaerobic digestion projects.

Additionally, there is strong community support for this concept. It was a suggestion that came out of the stakeholder review of the draft Master Plan on

February 12, 2018.

Finally, with the anaerobic digester coming online in the Wasatch Front later this year, we can learn from the individuals and experts who acquired the permitting, financing and engineering to bring the digester to fruition albeit at a much larger scale than what the County would need.

PROGRAM COSTS

Depending on the scope of the study and overall cost of the project, the price tag to complete a feasibility study could range between $15,000 to $60,000.

Should the study find an anaerobic digester in Summit County a viable option for processing organic waste and the Council choose to construct one, costs could include (Note: estimates provided by government studies on seven farming facilities that constructed anaerobic digesters):

1) Between $240,000 and $289,000 in capital items, such as lift station pumps, mixing tanks, the digester tank itself, piping for gas and hot water, gas pumps, flow meters, safety features, generators, electrical wiring and controls as well as power transmission lines, design engineering, and onsite buildings for generators, maintenance, operations, etc.;

2) From 2.3 – 7.0% of total capital costs for operating and maintenance costs for the digester and electrical generator;

3) With a return on investment ranging between $46,000 and $55,000. The payback period capital costs divided by annual net benefits of this capital investment can be between five and six years.

There may be federal tax credits for renewable electrical and renewable fuel projects as well as federal and private grant programs the County could utilize to help pay for the study or even the construction and start-up costs for the digester. In 2016, Congress extended several favorable biomass-to-electricity tax treatments.

Additionally, since 1992, the U.S. EPA has managed the Renewable Energy Production Incentive (REPI) program, which provides incentive payments for

electricity generated and sold by new qualifying renewable energy facilities. Qualifying systems must generate electricity using solar, wind, geothermal (with certain restrictions), biomass, landfill gas, livestock methane, or ocean resources.

The Renewable Electricity Production Tax Credit (PTC), a credit offered periodically for the production of electricity from renewable sources, is the federal government's main incentive program for renewable energy. The PTC offers wind, solar, geothermal, and closed-loop biomass systems a 1.8 cent credit per kilowatt hour generated; and 0.9 cents per kilowatt hour for open-loop biomass, landfill gas, waste incineration, and small hydro (less than five megawatts). Technologies that qualify as renewable energy change each year the PTC is reauthorized. For example, the incineration of municipal solid waste now qualifies as renewable energy but did not previously.

7.2 FUTURE COUNTY SOLID WASTE MANAGEMENT (BEYOND 10 YEARS)

7.2(A) SITE PLANNING FOR NEW LANDFILL

When taking into account the landfill expansions already underway at the Three Mile Landfill and successful implementation of both the short- and long-term programs outlined in this plan, we anticipate the Three Mile Landfill being active for a total of 40-50 years (assuming a 10% to 20% diversion rate). This would take the County to around the year 2068. At that time, we expect all the airspace to be filled and the landfill capped and closed, moving into post-closure maintenance and environmental monitoring.

While 40 to 50 years is a long way off, it is important the County keep an eye on this timeframe in order to complete the necessary research, site location, permitting, design and engineering, and excavation/construction required to establish a new landfill so that it is online, operational and able to accept solid waste as soon as Three Mile Landfill is closed.

Advance planning is particularly important so that land for this purpose is secured in an area of the County with little to no development, nor has the potential to be zoned residential in order to prevent issues with residents or businesses being located near a landfill site. The odor, environmental concerns and noise would be

constant problems for those residents and the County. As the County grows and land is bought for either development or open space preservation, ideal locations for a landfill become quite limited. The County should consider during the next ten years of this plan to identify and secure land for a future landfill. The County will also need to budget and plan for the funding it would take to secure the land and permits and to establish a new landfill.

Over this time, the County should also take advantage of emerging technologies that change the makeup of the County's solid waste and how it is managed. As the world advances and society becomes more environmentally conscious, we can expect there to be innovations in how products are made (i.e. using less material or generating less waste for example) and how items are disposed of. These advancements could impact needed requirements for a landfill in terms of size and operations.

7.2(B) WASTE-TO-ENERGY PROGRAM(S)

In addition to thinking about a new landfill site, we also encourage the Council to continue to research and think about waste-to-energy programs, particularly as the technology advances making these programs more feasible.

Waste-to-energy or energy-from-waste is the process of generating energy in the form of electricity and/or heat from the primary treatment of waste, woody biomass or other carbon based feedstock. Energy recovery from waste is the conversion of non-recyclable waste materials into usable heat, electricity, or fuel through a variety of processes, including thermal de-polymerization, gasification, pyrolysis, anaerobic digestion and landfill gas recovery.

Incineration has been an application of this concept for several decades, but economics and environmental concerns rule this technology out.

Currently, there are pilot plants undergoing prototyping and testing in the United States. The U.S. Department of Defense (DOD) has been an early adopter of this technology, but mostly for smaller, remote operating locations. Most commercial plants utilizing waste to make energy are located in Europe. Klean Industries consults on a wide range of bio-energy and carbon footprint reduction strategies and has an operating plant in Vancouver British Columbia. Sierra Energy has

tested a proto-type at the former McClelland Air Force Base near Sacramento, California, and is building a 20 TPD (tonne per day) facility at another military base in California. Outputs of these processes include bio-oil, char, and syngas (which can generate electricity).

Bio oils have different characteristics depending on feedstock and process. Most need additional refining. Some are reported as ready to use diesel. We would need proof of this claim.

Char is a nearly pure carbon that can be used as an ingredient in compost and fertilizer. It results in carbon sequestration.

Syngas is a mixture (depending on feedstock and process) of CO, H2, CH4 and similar light combustible gases and can be used in either a gas turbine or internal combustion engine to produce electricity.

SUMMARY OF WASTE-TO-ENERGY TECHNOLOGIES

- Thermal de-polymerization – operates at 250C and 600 psi in a saturated water environment. The process produces bio-oils, char and syngas. Ratios depend on feedstock.

- Pyrolysis – 400-500C in an oxygen deficient atmosphere. Also produces bio-oils, char and syngas.

- Gasification – operates in an oxygen rich atmosphere above 1000C, produces syngas and an inert glass like solid. The Sierra Energy product claims to be able to gasify all types of hazardous waste, excluding radioactive material. It also claims to be able to produce inert glass from heavy metal inputs.

- Anaerobic digestion and landfill gas captures methane generated either from sludge digestion or from capping landfills. The landfill capture requires cell lining and cell vent preparation and only captures a fraction of the methane.

Should the technology for any of these potential programs become advanced to the point they can be implemented to process the County's solid waste, there would be measurable consequences for the landfill and other benefits to sustainability. For example, with most of the waste being converted into energy,

we anticipate only a small percentage would be left as byproduct or waste that would need to be disposed of in the landfill, likely less than 10% by volume. This could have the potential of adding hundreds of years of life to the landfill.

Additionally, using waste for energy would reduce consumption of coal and other polluting fossil fuels, not to mention potentially saving the County money by reducing the amount of energy purchased from utilities. Sierra Energy claims that a 250 TPD MSW thru put, similar to Summit County's, would generate energy at a baseload 10MW level. This compares favorably to the total electrical demand of Summit County, Mountain Regional Water and Park City Municipal.

It is conceivable that neighboring counties would be interested in co-operating a major facility as they face similar landfill closures and rising costs of trucking waste. A waste-to-energy district could be negotiated over time to share expenses and contribute to regional environmental stewardship goals.

CARBON FOOTPRINT IMPLICATIONS

Bio-oil and syngas reduce carbon footprint by the ratio GHG between CO2 and Methane. Char is 100% carbon capture.

Much further research is necessary to evaluate the cost, efficiency claims, and reliability of these processes. There are successful implementations in Europe, where electrical energy prices are at least double Utah levels. A minimum 3-year track record of successful implementation would need to be examined before adopting any of these technologies. It is possible that one or more of these could be available around the time for planning a second landfill cell and certainly before a 3rd cell.

SPECIFIC RECOMMENDATION

We recommend the County Council commit the resources to continue to study waste-to-energy options and monitor the industry so that the County is poised to take advantage of new waste-to-energy technology systems once they are viable, proven on a large-scale, and affordable.

We recommend the County Council commit to exploring regional collaboration in developing a waste-to-energy facility.

SUMMARY OF LONG-TERM PROGRAM RECOMMENDATIONS

Program Title	Year(s)	Cost(s)	Benefits	Years Added to Landfill	Contributions to Reduction Target and/or Diversion goals
Recycling Transfer Station	2022 - beyond	$6.5 million (construction); $700,000 (equipment); $800,000 (yearly operations)	(1) Facilitates commercial recycling; (2) Reduces GHG emissions by reducing volume of truck trips b/t County and SL valley; (3) Revenue opportunities through sorting out materials w/ market value & selling to recyclers; (4) Enhanced public education; (5) Reduced hauling costs.	4-6	10-15%
Collections Alternatives	2022 - beyond	$11 million	(1) More control of costs (taxpayer savings); (2) Flexibility to implement cost-saving measures; (3) Improved service to customers; (4) Ability to initiate innovative programs w/ positive impacts on the environment.	NA	NA
Composting Program: Feasibility study of anaerobic digester	2023	$15,000 - $60,000	If found feasible, an anaerobic digester could: (1) Save hauling and energy costs; (2) Protect groundwater from farm and sludge contamination; (3) Save landfill space; (4) Save farmers in manure treatment costs; (5) Strong community support.	Study (NA); Digester (1-3)	Study (NA); Digester 5%

SECTION 8: FUNDING SCENARIOS

This section includes possible funding options to pay for the proposed solid waste services described in Sections 6 and 7, including continuing operations, expansion of the Three Mile Landfill, closure and post-closure costs of the landfill, and recommended short- and long-term programs to increase diversion rates and extend the lifespan of the landfills. Credited in the scenarios are potential revenues generated from the recommended programs that offset some of the costs as well as contribution commitments received from program partners. These scenarios will serve as a starting point for when staff works on developing a more formal funding plan in 2019.

SCENARIO ONE: INCREASE LANDFILL TIPPING FEE

Option 1(a): Increase the landfill-tipping fees by an additional $3.00/ton. The revenue would help pay for partial closure and post closure care activities over the next five years at Three Mile Landfill. This is expected to generate around $150,000 per year. We anticipate needing around $400,000 for the partial closure and post-closure care activities of the existing unlined landfill slated to occur over the next five years.

However, this increase in fees does not account for funding needed to implement any of the short- or long-term programs. As such, this option would need to be paired with Scenario three, which contemplates initiating a new waste management fee of some value per household per month to cover at minimum the most critical short-term programs.

Other options could include: a) charging tourists/visitors a solid waste management fee (if state law allows), which would be assessed and collected similarly to the transient room tax or restaurant tax; or b) requiring, as part of the permitting process, special events within the County to pay a solid waste management assessment due to the increased amount of solid waste produced during festivals and other large events that occur in the County.

One other consideration with this scenario is with respect to the relationship between diversion programs and revenues generated by tipping fees. When revenue generation is based on tipping fees alone, we can expect to see a reduction in those revenues as the County implements waste diversion programs. Increased diversion means less tonnage of waste going into the landfill and therefore, a reduction in tipping fees received.

Option 1(b): Increase the landfill-tipping fee by $16/ton to pay for all of the proposed landfill improvements/expansions and the short-term programs. This would bring total tipping fees in Summit County to $51 at Three Mile Landfill and $49 at Henefer Landfill, which is more than any landfill is charging in Utah and possibly in the western United States. This could result in haulers taking County waste to other landfills outside of the County, thus reducing gross revenue received at the landfill scales. If the Council goes in this direction, we recommend they consider adjusting the contract with Republic Services, Inc. to freeze their tipping fee at the current rate of $35.00/ton.

SCENARIO TWO: INCREASE SOLID WASTE MANAGEMENT FEE

Currently, Summit County residents pay an annual $36 solid waste management fee per household which offsets a portion of the solid waste management program, whether that be collections or the Three Mile Landfill expansion. However, additional funds are needed to implement the short- and long-term programs. This scenario does not increase tipping fees but rather increases the annual solid waste management fee by $15 to $36, resulting in a total annual fee of $51 – $72 per household. Such an increase would generate a total of $900,000 to $1.3 million annually. Of this, around $600,000 could continue to be devoted to landfill expansion and closure of cells, leaving an additional $323,000 to $703,000 each year to pay for the short-term and eventually long-term programs once sufficient fund balance has been established.

SCENARIO THREE: DEDICATED COUNTY OPTION SALES TAX

While the economy is so strong and we are seeing growth in the County option sales tax above the growth percentage we account for each year, this scenario contemplates dedicating that portion above the growth percentage to the solid waste program, which currently is around 4-5% each year. This would also mean continuing to connect solid waste management to the County's General Fund to pay for the short- and long-term programs outlined in this plan. The greatest benefit of this option is sales tax, and the General Fund for that matter, is not a restricted funding source, therefore it provides the most flexibility to apply to the solid waste program for whatever is needed, whether that is land acquisition, equipment procurement, collections, operations and maintenance, or capital expenditures. This might be a good place to start to give us time to come up with a new system as the other scenarios contemplated in this section require time to establish.

On the other hand, the biggest downside of keeping solid waste management tied to the County's General Fund is unpredictability. If the County Council changes or the County priorities change or the economy takes a dive, we lose our funding. Additionally, this scenario might also put solid waste in competition with other priorities or general-fund programs in other County departments, such as Public Health or corrections. A dedicated funding stream through a fee (Scenarios Two and Four), or a Special Service District (Scenario Six) is a more secure plan.

SCENARIO FOUR: IMPLEMENT MONTHLY SOLID WASTE FEE

Most cities, towns and counties charge a flat monthly fee for solid waste services or include it within the property tax. Summit County's neighboring counties and municipalities all charge for residential pick-up services on a monthly basis. The fees range from $11 to $28 per month (depending on container size) for curbside pickup. Summit County does not currently charge a monthly fee for garbage or recycling services.

This scenario suggests establishing a monthly fee to residents to: 1) Cover ongoing solid waste collection and administration services; 2) Supplement fund

balance to pay for the Three Mile Landfill closure, new cell design and construction and post-closure leachate and gas monitoring; and 3) The short-term programs in recycling and other efforts outlined in this plan to extend the lifespan of the landfills. The monthly charge could be between $10 - $21/month, which is on par with the County's neighboring jurisdictions. Expected annual revenues generated from this monthly fee would be between $2.17 million (at $10/month per household) and $4.56 million (at $21/month per household).

This scenario does not increase the landfill tipping fee. The disadvantage with this scenario is the commercial sector will continue to benefit from current low landfill fees and County residents would shoulder the burden of the costs for part-time residents and visitors. To equalize this burden, the County should consider also increasing tipping fees (which the commercial sector would primarily pay) in proportion to the increase costs residents would experience.

With this scenario, the County would also have to consider the billing mechanics; either requesting Republic Services, or whoever the County's contracted hauler is to modify their billing system and handle the payments for the County, or the County could create an internal billing system, which would require some General Fund monies to establish and launch.

SCENARIO FIVE: "PAY AS YOU THROW"

This scenario contemplates a weight-based and/or bag-based "pay-as-you-throw" program. Used in more than 800 cities and counties across the country, the program charges residents a set fee in cash for each pound of refuse collected curbside, or bag of refuse disposed of at a drop-off location. Those costs are offset by recycling, i.e. diverting materials from the refuse containers.

If the County is interested in changing behavior as well as paying for the slatted expansions of the Three Mile Landfill and the outlined short- and long-term programs, one option is a "pay as you throw" model. This system would not only include full-time residents but capture those individuals who are producing waste in the County but do not live in the County, such as part-time residents, second home-owners and visitors, as well as the commercial sector, relieving the burden somewhat on full-time residents.

When people are not charged for the waste they produce or are charged a flat fee every month, there is no incentive to pay attention to the amount of waste they are discarding. Other utilities, such as gas, water and electricity, all base their fees on how much is used and therefore, help to educate and motivate people to change their behavior.

The challenge with this program is recycling contamination as more items are disposed of in the recycling containers than in the refuse containers. To manage this, the County should consider either establishing a trash enforcement program with personnel to monitor the trash bins, or charge more for trash pickup to offset the costs the County would be charged for recycling contamination.

There would also be upfront costs to purchase containers that calibrate the weight or amount of discarded refuse and/or scales on the garbage trucks with a system to record and bill appropriately. There are also the ongoing administrative and accounting costs associated with this model.

Another challenge is how to handle the remote and rural residential communities in the County that do not have rollout bins but shared dumpsters. There is also illegal dumping occurring at these dumpsters, which residents should not be asked to subsidize. One option to address this issue is for these residents to continue to pay the $36 annual solid waste management fee in lieu of the “pay as you throw” program.

“Pay as you throw” has seen success when implemented in other communities. It has resulted in an average waste reduction of 44% and often doubles recycling rates based on the concept of, “when you charge for something, people use less of it,” and in this case that results in reduced waste.

SCENARIO SIX: SOLID WASTE SPECIAL SERVICE DISTRICT

Most of the landfills and solid waste collections in the state are managed and financed through an enterprise fund or a Solid Waste Special Service District. In our research, the best managed and most solvent systems were those operated and financed by a Solid Waste Special Service District, similar to the fire and recreation special districts already well-established in the County.

The Special Service District would need to be established by an ordinance adopted by the County Council after a public hearing and other requirements as outlined in state statute. It would be governed by an administrative control board with at least three members. Daily operations of the County's solid waste management program (collections and landfill operations) would still be handled by the Superintendent, which would become a District Manager position, with assistance from the Landfill Foreman and other employees listed under "Staffing" in Section 2 of this plan.

The Special Service District would have the authority to levy taxes, issue bonds, accept government grants or loans, and impose fees for services or to acquire or equip facilities. The Special Service District would also be able to enter into contracts, acquire land, and construct facilities.

The options for fully funding the Special Service District are:

- Implement a mill levy;
- Charge an annual or monthly fee;
- Pay as you throw; and
- A combination of a fee and opt-in payments.

In addition to these alternative funding mechanisms, tipping fees at the landfill would still be permitted and instituted.

State law (UCA Title 17D, Chapter 1, Part 2) outlines the process through which to establish a Special Service District. The County would need to complete the following steps:

1. Resolution by the Council initiating the process to create a special service district for garbage collection and disposal (UCA 17D-1-203);

2. Resolutions from all municipalities in the County consenting to inclusion within the proposed special service district (signed by each city council) (UCA 17D-1-202(2)(d));

3. Notice of a public hearing to consider creation of the special service district published in newspaper once per week for 4 consecutive weeks and on the Utah Public Notice Website for 35 days (UCA 17D-1-205);

4. Public hearing held in accordance with the notice (UCA 17D-1-207);

5. Protest period for 60 days after the public hearing (UCA 17D-1-206). If there are written protests from 25% of the land owners or 25% of the registered voters, the Council is prohibited from forming the district (UCA 17D-1-102(1));

6. Council may adopt a resolution creating the district after the protest period has passed without adequate protests (UCA 17D-1-208);

7. Within 30 days of creating the district, County must file a copy of the resolution and an approved final local entity plat with the LT Governor (UCA 17D-1-209);

8. Administrative Control Board may charge a fee for service by publishing statutory notice, holding a public hearing and adopting a resolution (UCA 17B-1-643). Collection of fees would be governed by UCA Title 17B, Chapter 1, Part 9, which allows for a lien on past due amounts which will appear on the property tax notice;

9. District must comply with the Fiscal Procedures for Local Districts, which requires Districts to follow the State Procurement Code (UCA Title 17B, Chapter 1, Part 6); and

10. Once the district is formed, it may levy a property tax only after holding an election of all district residents (UCA 17D-1-105). The Council must impose the tax levy.

We recommend the mill levy option. The mill levy would need to be enough to cover the annual landfill budget, collections budget, plus landfill expansion, partial closure and post-closure costs (about $6.1 million combined), as well as the annual operational costs for any implemented short- and long-term programs (about $3.3 million). Any capital expenditures for facilities constructed after the District was established would most likely need to be funded by a bond.

This scenario of a Special Service District would remove the funding from the County's General Fund and allow solid waste services to be managed by a dedicated entity independent from the County, but with County oversight. It would

have the resources needed to function autonomously with the option to raise monies for sustainable management of the landfills and special diversion and recycling programs.

NOTE: During the February 12, 2018 stakeholder review of the draft plan, a Special Service District with a mill levy received the most support out of all the funding options.

If the funding plan developed in 2019 includes going forward with this option, during the time it takes to set it up, a temporary, interim funding option could be for the Council to devote a specific amount of County option sales tax to solid waste management (Scenario Three) to fund the near-term expansion of the Three Mile Landfill and get some of these short-term programs off the ground. Since there are no restrictions tied to these funds, the local economy is currently very strong, and monies are needed now, sales taxes are a good option to consider specifically for the land purchase for the Recycling Transfer Facility (which is around $2.5 million).

The biggest challenge with this funding scenario is a separate governing board would oversee the District, as a result, the County might not have as much say over the solid waste program as it does currently. This could present challenges to implementing the initiatives outlined in this plan, or raising the mill levy over time if the Board does not support those efforts. This option also requires each individual municipality located within the County to adopt resolutions opting into the District.

SUMMARY OF FUNDING OPTIONS

Scenario	Potential Revenue Generation	Timeframe	Pros	Cons
#1: Increase Landfill Tipping Fees	$150,000	Immediate	(1) Tipping fees already exist; (2) Would not impact residents; (3) Easy to do.	(1) Would not cover cost of any short- or long-term programs; (2) Could result in haulers bringing waste to other landfills with less expensive fees, resulting in loss of revenue for the County; (3) Dependability: as we improve diversion in the County, fewer tons are disposed of in the landfill, resulting in a loss in tipping fees.
#2: Increase Annual Solid Waste Management Fee	$900,000 - $1.3 million	3-6 months to allow for communications campaign; plus several years to build enough fund balance for cost of programs	(1) Fee is already in place, so not a new "tax"; (2) Flexibility and wide range of options of how much to increase the fee.	(1) Primarily impacts residents; (2) Strong community resistance when fee was first implemented; (3) Does not offer much opportunity for the future if more money is needed; (4) limited by reasonableness of increase; (5) Does not cover entire cost of solid waste program; GF contributions would be needed.
#3: Dedicate County Option Sales Tax	4-5%	Immediate	(1) Flexibility of fund source; not restricted by what monies can be spent on; (2) Strong economy, so good revenue source; (3) Does not impact residents or businesses as much as fees and other taxes; (4) Captures tourists in helping to fund solid waste management; (5) not a new fee or tax on residents	(1) Keeps solid waste tied to GF so could compete w/ other funding priorities in other County departments; (2) Subjected to fluctuations of the economy, creating instability; (3) If economy takes a dive, funding goes away; (4) At the discretion of the Council whose priorities could change with new members.

Scenario	Potential Revenue Generation	Timeframe	Pros	Cons
#4: Establish Monthly Solid Waste Fee	$2.2 million - $4.6 million	3-6 months to allow for communications campaign; plus several years to build enough fund balance for cost of programs	(1) Most communities have this type of fee; our residents might be familiar with it since so many come from other places; (2) Does not increase tipping fees or require GF monies; (3) Could exclusively pay for collections, freeing up revenues from tipping fees for the short- and long-term programs; (4) Fairly dependable funding source (it would only increase as more individuals moved to the County).	(1) Residents shoulder the burden of solid waste management costs; while the commercial sector benefits from low tipping fees; (2) Could anticipate community resistance to a new fee; (3) Limited in the amount that is generated each year; (4) Would have to spend GF monies to set up billing and collections system.
#5: Pay-as-You-Throw	Varies from resident-to-resident and business-to-business depending on amount of waste produced	One year or more to procure equipment; coordinate with hauler; study successful jurisdictions; and educate the community.	(1) One of the best ways to change behavior and get people to reduce waste; (2) increases recycling rates; (3) Spreads the cost burden equally among residents, businesses, and tourists.	(1) Would only address collections; (2) Difficult to implement; (3) Could result in increased contamination as more people throw refuse in the recycling bins; (4) Could create disputes among neighbors.
#6: Special Service District	$9.4 million	One year or more to communicate intention; pass the ordinance; acquire opt-in resolutions from municipalities; establish the Board; get voter approval of the tax.	(1) Perhaps the best option for revenue generation to cover ongoing operations and new programs; (2) Removes solid waste from the County's GF; (3) Sets up autonomous management, relieving the County of responsibility over solid waste; (4) Most of the landfills in the state are managed and funded by Special Service Districts.	(1) County would surrender some control over the solid waste program; (2) Possibility of municipalities choosing not to opt-in; (3) Board might not support or agree with programs approved in the Master Plan; (4) Might see resistance from the public for a new taxing district, resulting in the failure to adopt the mill levy; (5) Have to go through Truth in Taxation if need to increase the mill levy; (6) Takes time to establish.

SECTION 9: PLANNING COMMITTEE RECOMMENDATIONS

The Planning Committee recommends the County Council adopt the 2018 update to the Solid Waste Master Plan, providing County staff direction on what to pursue to advance the goals and objectives of the County's overall solid waste management program, particularly as it relates to the waste diversion targets, landfill lifespan, environmental stewardship of the County's air, land and water, and taxpayer dollars.

Additionally, the Planning Committee recommends the County Council commit to providing solid waste service partners like Recycle Utah and Habitat for Humanity ReStore a location for their recycling facility, education center, and warehouse, respectively, on property in the US 40 corridor where we can also locate County specific solid waste or "back of house" services.

The following is a detailed five-year plan of recommended actions the County Council would direct County staff to take by adopting this Master Plan in order to achieve the objectives and commits described above. These actions relate to current and future service obligations, compliance requirements, landfill developments and maintenance, and the new initiatives discussed in detail in the preceding sections of this Master Plan broken out by each year over the next five years (2018 – 2023).

Note: As the County Council considers the 2018 update to the Solid Waste Master Plan, it is important to keep in mind this document is a strategic framework – a roadmap directing staff resources and setting the direction for how the County should manage solid waste into the future.

By voting to adopt this plan, the Council is not committing to any particular recommendation, program, or funding scenario. As County staff makes progress on the proposals outlined in the plan, there will be decision-points that will come before the Council for consideration and approval.

This document is dynamic, meaning it will change as County staff further research, develop and plan out the proposed initiatives.

Year 2018	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: Collections, management of the landfills, personnel, equipment, etc.	$5,840,000
Landfill Development: Completion of Cell 1 at Three Mile Landfill; compliance with state/federal regulations; and construction of storm-water monitoring system.	$750,000
Recommended Actions/Discretionary	**Estimated Cost**
Recycling Transfer Facility: Draft and issue RFP for consultant to complete conceptual design of the facility; select consultant; determine start date and timeframe and costs; budget for in 2019 budget.	NA/County Staff Time
Recycling Facility Property Acquisition: Identify and designate property parcel for County Recycling Transfer Facility, recycling drop-off and education center, and warehouse for our solid waste partners.	NA/County Staff Time
Commercial Cardboard Waste Diversion Pilot Program: Design and develop a plan for the program, including collection and hauling logistics, participating partners and tenants, true costs and funding, start date and timeframe, data collection and analysis, etc. Reserve funding in the 2019 County budget.	NA/County Staff Time
Commercial Composting Pilot Program: This will largely be driven by the private sector. The County will contribute staff to help address zoning and land-use challenges, health code compliance, and permitting from the Department of Environmental Quality, as well as serve in some type of coordination role to help collect and analyze data so decisions can be made about if, how, and when to expand the program. The County will also contribute some funding to cover supplies and operating expenses.	$40,000
Commercial Recycling Ordinance: Reserve funding for coordinator/enforcement FTE in County's 2019 budget (salary and benefits only)	NA/County Staff Time
Collections Alternatives: Plan for funding in the County's 2019 budget for a collections feasibility study.	NA/County Staff Time

Total Fixed Costs for 2018	**$6,590,000**
Total Discretionary Costs for 2018	**$40,000**
Total Costs (Fixed + Discretionary)	**$6,630,000**
Offsetting Revenues (tipping fees & $36 annual fee)	**($2,011,000)**

Year 2019	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: This includes collections, management of the landfills, personnel, equipment, etc.	$5,840,000
Landfill Development: Partial closure of old cells and compliance with state/federal requirements, such as leachate management system and testing and maintenance of storm-water monitoring system.	$525,000
Recommended Actions/Discretionary	**Estimated Cost**
Funding Plan: Devote the year to developing a realistic funding mechanism to sustain the County's solid waste management program over the long-term. The plan must be able to cover all the fixed costs (i.e. ongoing operations of collections, landfill management, personnel, equipment, etc.), commitments (i.e. compliance with state and federal laws, landfill expansion, partial closure and post-closure maintenance, etc.), and discretionary funding (i.e. programs and initiatives to expand the lifespan of the Three Mile Landfill). Included in this planning should be a timeframe and an implementation strategy. Ask Council to consider, discussion and approve plan.	NA/County Staff Time
Recycling Transfer Facility: Complete the contract for the consultant for the conceptual design and start work, including collaboration with Recycle Utah and Habitat ReStore. Concurrently, start planning and budgeting for engineering and architectural design phase for County's 2020 budget.	$200,000
Commercial Cardboard Waste Diversion Pilot Program: Commence program and collect data.	$100,000 (true cost will be decided

	from 2018 analysis)
Commercial Composting Pilot Program: Analyze data and effectiveness of program to decide if should continue or expand. If decide to continue/expand, plan the expansion and analyze costs; develop funding plan that includes contributions from participants and partners. Any funding agreed to by the County should be budgeted for in 2020.	NA/County Staff Time
Commercial Recycling Ordinance: Hire coordinator/enforcement FTE (salary and benefits only; vehicle will be budgeted for when enforcement begins in 2020 or 2021. NOTE: FTE becomes part of the operating budget for the Dept of Environmental Health in subsequent years) who will lead the effort to plan and develop the ordinance with stakeholder involvement. The process will also need to include a communications campaign, timeframe and implementation strategy.	$73,000 (salary & benefits only)
Collections Alternatives: Hire consultant for feasibility study of taking collections "in-house." Complete study in the first or second quarter of the year and based on results/recommendations, make a decision about whether or not to pursue moving collections under County operations.	$65,000
Total Fixed Costs for 2019	**$6,365,000**
Total Discretionary Costs for 2019	**$438,000**
Total Costs (Fixed + Discretionary)	**$6,803,000**
Offsetting Revenues (tipping fees & $36 annual fee)	**($2,011,000)**

Year 2020	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: This includes collections, management of the landfills, personnel, equipment, etc.	$5,840,000
Landfill Development: Continued work on the partial closure of old cells, post-closure maintenance, and maintenance of leachate and storm-water monitoring systems and testing.	$525,000

Recommended Actions/Discretionary	Estimated Cost
Funding Plan: Implement year 1 of the approved Funding Plan.	NA/County Staff Time
Recycling Transfer Facility: If not completed in 2019, complete RFP process for architectural/engineering design and hire consultant. Complete design for facility. Budget for construction and labor for 2021 based on funding plan established in 2019.	$500,000 (true cost will be decided in 2019)
Commercial Cardboard Waste Diversion Pilot Program: Analyze data and decide to stop, or continue/expand the program. If continue/expand, plan out expansion details and budget for funding in 2021 budget.	NA/County Staff Time
Commercial Composting Pilot Program: Carry out decision made in 2019 about continuation or expansion of the plan and implement associated plan.	TBD (minimal; private partners will manage the program)
Commercial Recycling Ordinance: Implement ordinance according to plan developed in 2019, which either begins enforcement in 2019 or delays it until 2020. Have FTE move into a technical assistance and compliance role, helping businesses develop recycling programs and understand the requirements/regulations. Purchase vehicle for FTE; FTE costs are now part of Dept of Environmental Health base budget.	$20,000 (vehicle)
Collections Alternatives: Based on decision made in 2019 regarding taking collections "in-house," start planning for the transition to either rebid the collections contract or develop a funding, procurement, and recruitment plan to move collections under County operations by July of 2022.	NA/County Staff Time
Total Fixed Costs for 2020	**$6,365,000**
Total Discretionary Costs for 2020	**$520,000**
Total Costs (Fixed + Discretionary)	**$6,885,000**
Offsetting Revenues (tipping fees & $36 annual fee)	**($2,011,000)**

Year 2021	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: This includes collections, management of the landfills, personnel, equipment, etc.	$5,840,000
Landfill Development: Post-closure maintenance, and maintenance of leachate and storm-water monitoring systems and testing. Design Cell 2 and ensure there is budget for the excavation of Cell 2 in 2022.	$205,000
Recommended Action/Discretionary	**Estimated Cost**
Funding Plan: Implement year 2 of the Funding Plan.	TBD
Recycling Transfer Facility: Construct facility. Concurrently, develop operational plan for the facility, determining costs, personnel and equipment needs, insurance and permitting, etc.	$6,500,000
Commercial Cardboard Waste Diversion Program: Carry out decision made in 2020 to continue/expand the program and implement expansion plan.	TBD (based on analysis done in 2020)
Commercial Composting Program: Ongoing operations of composting program. Consider feasibility of expanding to residential units either curbside or drop-off models.	TBD
Commercial Recycling Ordinance: Based on plan developed in 2019, begin enforcement, unless the plan implements this in 2020.	NA/County Staff Time
Collections Alternatives: Based on decision made in 2019, continue working on transition to be completed in July, 2022 (expect some costs if County decides to start hiring staff & procuring equipment, etc.).	NA/County Staff Time
Total Fixed Costs for 2021	**$6,045,000**
Total Discretionary Costs for 2021	**$6,500,000**
Total Costs (Fixed + Discretionary)	**$12,545,000**
Offsetting Revenues (tipping fees & $36 annual fee)	**($2,011,000)**

Year 2022	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: This includes collections, management of the landfills, personnel, equipment, etc. (estimated cost includes only 6 months of the contract with Republic for collections; remaining 6 months of collections budget in "collections alternatives" below).	$4,475,000
Landfill Development: Post-closure maintenance, and maintenance of leachate and storm-water monitoring systems and testing. Start excavation of Cell 2.	$1,205,000
Recommended Action/Discretionary	**Estimated Cost**
Funding Plan: Implement year 3 of the Funding Plan.	TBD
Recycling Transfer Facility: Occupy facility, hire personnel, and procure equipment per the O&M plan developed in 2021; begin operations (costs include one-time procurement of equipment and 6 months' worth of costs for transfer, hauling & disposal of materials, FTE salary and benefits, insurance and maintenance, assuming it will take the first half of the year to hire and train everyone and move into the facility).	$800,000
Commercial Cardboard Waste Diversion Program: Ongoing operations. Consider ending once recycling ordinance is fully implemented and enforced.	TBD
Commercial Composting Program: Ongoing operations and staff support. Based on analysis done in 2020 re residential program, start working on plan and budget accordingly.	TBD
Commercial Recycling Ordinance: Continue enforcement and technical assistance to businesses. Program becomes part of routine operations at the Dept of Environmental Health.	NA/County Staff Time
Collections Alternatives: By July, either sign new contract with private hauler or begin collections "in-house." If the latter, devote first 6 months of the year to hiring FTE, procuring equipment, and other actions to prepare for the transition in July (some of these costs may	$1,500,000 (contract option) or

occur in 2021 if the County finds it advantageous to start procuring or hiring staff earlier).	$11,000,000 (in-house option)
Total Fixed Costs for 2022	**$5,680,000**
Total Discretionary Costs for 2022	**$11,800,000**
Total Costs (Fixed + Discretionary) *** NOTE: Total does not include 6 months of the contract with private hauler because the assumption is collections moved "in-house" and is covered by the $11 million estimate)**	**$17,480,000**
Offsetting Revenues (tipping fees & $36 annual fee)	**($2,011,000)**

Year 2023	
Required Actions/Commitments	**Estimated Cost**
Solid Waste Management Program Budget: This includes in-house collections, management of the landfills, personnel, equipment maintenance, etc.	$5,125,300
Landfill Development: Post-closure maintenance, and maintenance of leachate and storm-water monitoring systems and testing. Continue work on Cell 2 – unused monies from the $1.2 million budget carries over from 2022.	$5,000
Recycling Transfer Facility: Fully operational; becomes part of general solid waste management program. Costs involve ongoing operations and maintenance.	$800,000
Recommended Actions/Discretionary	**Estimated Cost**
Commercial Composting Program: Implement residential plan. Continue operations of commercial program.	TBD
Total Fixed Costs for 2023	**$5,930,300**
Total Discretionary Costs for 2023	**TBD**
Total Costs (Fixed + Discretionary)	**TBD**

SECTION 10: INPUT AND DIRECTION FROM POLICYMAKERS

The programmatic recommendations outlined in this plan either require a financial commitment or regulatory changes. As such, input and direction for which programs to pursue and approaches to take have to be provided by the County Council.

A representative from the Council has been included in the Planning Committee's research efforts and discussions, ensuring we have been on the right track throughout the process and helping us consider options in line with the Council's strategic priorities.

Additionally, we provided the full Council presentations on April 19, 2017, and August 30, 2017, regarding our progress to confirm objectives, goals, and which programs to research.

These efforts culminated on February 28, 2018, when the Planning Committee presented the draft master plan and all the recommendations to the County Council for consideration. At the April 11, 2018 Council meeting, the Council approved the plan, directing staff to work on the specific actions outlined above in Section 9.

This section will be updated as the Master Plan is implemented with the various decision points brought before the County Council throughout each year of the five-year program laid out in this document.

Program	Benefits	Action Items Completed	Decision Points/Decisions Made	Landfill Diversion Achieved	Estimated Plan Costs
Funding Plan	Sustainable program; stewardship of taxpayer dollars				
Operations and maintenance of overall Solid Waste Management Program	Environmental stewardship of County's air, land & water; quality of services provided the public.				
Landfill Development	Expand capacity of existing landfill; comply with state/fed regs; protection of air,				

	land & water; stewardship of taxpayer dollars.				
Recycling Transfer Facility	Reduced hauling costs; reduced GHG emissions from trucks; education and partnership opportunities.				
Commercial Cardboard Waste Diversion	Increases waste diversion from landfill; saves landfill airspace/life; reduced methane production; revenue opportunity.				
Commercial Composting Program	Strong community support/interest; opportunity for private partnership; increased waste diversion from landfills.				
Commercial Recycling Ordinance	Increased waste diversion from landfills; partnership with business community.				
Collection Alternatives	Return on investment; control future costs; control quality of services provided to the public; opportunity for innovation.				

ADDITIONAL OPTIONS FOR POLICYMAKERS (REQUIRES LEGISLATIVE ACTION OR BUDGET)

Program	Benefits	Action Items	Landfill Diversion Achieved	Estimated Plan Costs
CONSIDER: Recovering Cardboard and Metals from Recyclables Collected	Revenue opportunity for the County to help offset costs.	Funding challenges to purchase equipment and build recovery system; staff safety; engineering.		
CONSIDER: Residential Food/Green Waste Diversion	Increases landfill diversion and expands lifespan of the landfills. Reduces GHG emissions.	Collections challenges; funding required; communications and education to the public.		
CONSIDER: Anaerobic Digester	Environmental management of animal waste on farms; increase diversion of waste from landfills; reduces methane gas production.	Feasibility study; funding challenges; communication with Snyderville Basin Reclamation District.		
CONSIDER: Addressing Challenges with Recycling at Multi-family Dwellings	Reduce contamination and increase recycling rate, diverting materials from the landfills.			
CONSIDER: Construction and Demolition Diversion Policy	Greater waste diversion and expand lifespan of the landfills.	Would require code changes/ordinance; communications with industry.		

Schedule	Major Tasks	Estimated Cost	Personnel	Equipment/Facilities/Materials	Assumptions & Constraints	Progress Targets	Performance Measures/Monitoring
2018	**Three Mile Landfill**: Complete Cell 1; start receiving waste in Cell 1	$750,000	Public Works	Contract	Contract	Construction completion	NA
2018	**Recycling Transfer Facility:** April - June: Identify and secure land/site for the facility.	$2,500,000	Council	NA	Successful purchase, no restrictions	Deed/zoning	NA
2018	**Recycling Transfer Facility:** Summer: Draft and issue RFP for conceptual design. Fall: Choose consultant/engineer. Winter: Start permit application process.	NA	Public Works	Contract	Zoning, County TF needs, RU/ReStore needs. Assumes $8 per square foot AE fee.	RFP conceptual, conceptual design, RFP architectural, final design	LEED, etc.
2018	**Commercial Cardboard Waste Diversion Pilot Program:** - April - Dec: Plan and develop pilot program, including mechanism for data gathering and program monitoring; understand true costs; identify participants; secure cost sharing agreements with partners. - June-Dec: Submit funding request during 2019 budget process.	NA	Solid Waste Superintendent, Policy Director, RU, Boyer, PC Mountain, Redstone businesses	Plan dependent	Plan participants identified; funding secured		
2018	**Commercial Recycling Ordinance:** request salary and benefits for FTE in the FY2019 budget to develop, implement and enforce ordinance.	NA	Environmental Health, Public Works & Policy Director	NA	Council/legal approval		Diversion monitoring plan
2018	**Commercial Composting Pilot Program:** work with private sector parties on developing the pilot program; finalize participant list; dedicate County staff; secure funding, including cost sharing agreement among participants. Establish system for data collection and analysis; plan for how to address zoning, licenses, state permitting and other challenges.	$40,000	Public Works & Sustainability Manager	land, equipment, trucks/hauling, science, etc. provided by private sector partnership	Permits, zoning, licenses (compliance with federal, state and County laws); funding and participants		
2018	**Collection Alternatives:** Plan for funding a feasability study for taking collections in-house in the 2019 budget.	NA	Public Works & Contract	NA	Funding and personnel		
2019	**Landfill Development:** Partial closure of old cells and compliance with state/federal requirements, such as leachate management system and testing and maintenance of storm-water monitoring system.	$525,000	Public Works	Contract	Contract, permits and funding	Construction completion	NA
2019	**Funding:** Devote the year to developing a realistic funding mechanism to sustain the County's solid waste management program over the long-term. The plan must be able to cover all the fixed costs (i.e. ongoing operations of collections, landfill management, personnel, equipment, etc.), commitments (i.e. compliance with state and federal laws, landfill expansion, partial closure and post-closure maintenance, etc.), and discretionary funding (i.e. programs and initiatives to expand the lifespan of the Three Mile Landfill). Included in this planning should be a timeframe and an implementation strategy. Ask Council to consider, discussion and approve plan.	NA	Public Works, Budget Officer, Auditor, County Attorney, Policy Director, Zion's Bank(?)	NA			
2019	**Recycling Transfer Facility:** Complete the contract for the consultant for the conceptual design and start work, including collaboration with Recycle Utah and Habitat ReStore. Concurrently, start planning and budgeting for engineering and architectural design phase for County's 2020 budget.	$200,000	Public Works & Contractor		Funding and land	Facility design, permits, completion	
2019	**Commercial Recycling Ordinance:** hire dedicated enforcement FTE; develop and adopt ordinance.	$73,000	Environmental Health, RU, Council, County Attorney		One FTE plus PT assistance		
2019	**Commercial Cardboard Waste Diversion Pilot Program:** Commence program and collect data.	$100,000	Public Works & Policy Director		Funding and will; place to bale and send cardboard; ability to collect and haul countywide; effective education and communications		
2019	**Commercial Composting Pilot Program:** Analyze data and effectiveness of program to decide if should continue or expand. If decide to continue/expand, plan the expansion and analyze costs; develop funding plan that includes contributions from participants and partners. Any funding agreed to by the County should be budgeted for in 2020.	NA	Public Works, Policy Director, private sector partnership, PCMC		Permits and funding		
2019	**Collections Alternatives:**Hire consultant for feasibility study of taking collections "in-house." Complete study in the first or second quarter of the year and based on results/recommendations, make a decision about whether or not to pursue moving collections under County operations.	$65,000	Public Works, County Manager, Budget Officer, County Attorney		Funding & personnel		
2020	**Landfill Development:** Continued work on the partial closure of old cells and compliance with state/federal requirements, such as leachate management system and testing and maintenance of storm-water monitoring system.	$525,000	Public Works	Contract	Contract, permits and funding	Construction completion	NA
2020	**Funding Plan:** Implement year 1 of approved Funding Plan.	TBD	Public Works, Budget Officer, Auditor, County Attorney, Policy Director, Zion's Bank(?)	NA			
2020	**Recycling Transfer Facility**: If not completed in 2019, complete RFP process for architectural/engineering design and hire consultant. Complete design for facility. Budget for construction and labor for 2021 based on funding plan established in 2019.	$500,000	Public Works, contractor, RU, ReStore		Funding and permits/compliance with state, federal and County laws		
2020	**Commercial Cardboard Waste Diversion:** Analyze data and decide to stop, or continue/expand the program. If continue/expand, plan out expansion details and budget for funding in 2021 budget.	NA	Public Works, RU, PC Mountain, business owners and property managers		Funding		
2020	**Commercial Recycling Ordinance:** Implement ordinance according to plan developed in 2019, which either begins enforcement in 2019 or delays it until 2020. Have FTE move into a technical assistance and compliance role, helping businesses develop recycling programs and understand the requirements/regulations. Purchase vehicle for FTE; FTE costs are now part of Dept of Environmental Health base budget.	$20,000 (vehicle)	Environmental Health & RU (private haulers) & businesses				
2020	**Commercial Composting Pilot Program:** Carry out decision made in 2019 about continuation or expansion of the plan and implement associated plan.	NA	Public Works & private sector partnership (contractor for study)		Funding, zoning, permits, and compliance with laws		
2020	**Collection Alternatives:** Based on decision made in 2019 regarding taking collections "in-house," start planning for the transition to either rebid the collections contract or develop a funding, procurement, and recruitment plan to move collections under County operations by July of 2022.	NA	Public Works and Budget officer		Funding and personnel		
2021	**Three Mile Landfill:** Post-closure maintenance, and maintenance of leachate and storm-water monitoring systems and testing. Design Cell 2 and ensure there is budget for the excavation of Cell 2 in 2022.	$205,000	Public Works & engineer		Funding, equipment, permits		
2021	**Funding:** Implement year 2 of the Funding Plan.	TBD	Public Works, Budget Officer, Auditor, County Attorney, Policy Director, Zion's Bank(?)	NA			
2021	**Recycling Transfer Facility:** Construct facility. Concurrently, develop operational plan for the facility, determining costs, personnel and equipment needs, insurance and permitting, etc.	$6,500,000	Public Works, RU, ReStore		Funding and permits		
2021	**Commercial Cardboard Waste Diversion Program:** Carry out decision made in 2020 to continue/expand the program and implement expansion plan.	NA	Public Works, RU, PC Mountain, business owners and property managers		Funding		
2021	**Commercial Composting Program:** Ongoing operations of composting program. Consider feasibility of expanding to residential units either curbside or drop-off models.	TBD	Public Works, Policy Director, private sector partnership, PCMC		Permits and funding		
2021	**Commercial Recycling Ordinance:** Based on plan developed in 2019, begin enforcement, unless the plan implements this in 2020.	NA	Environmental Health, RU, Council, County Attorney		One FTE plus PT assistance		
2021	**Collections Alternatives:** Based on decision made in 2019, continue working on transition to be completed in July, 2022 (expect some costs if County decides to start hiring staff & procuring equipment, etc.).	NA	Public Works		Funding and personnel		
2022	**Three Mile Landfill:** Construct Cell 2. Maintenance of lechate and storm water systems.	$1,205,000	Public Works (contractor)		Funding, equipment, personnel, permits		
2022	**Funding Plan:** Implement year 3 of Funding Plan.	TBD	Public Works, Budget Officer, Auditor, County Attorney, Policy Director, Zion's Bank(?)	NA			
2022	**Recycling Transfer Facility:** Occupy facility, hire personnel, and procure equipment per the O&M plan developed in 2021; begin operations (costs include one-time procurement of equipment and 6 months' worth of costs for transfer, hauling & disposal of materials, FTE salary and benefits, insurance and maintenance, assuming it will take the first half of the year to hire and train everyone and move into the facility).	$800,000	Public Works, RU, ReStore		Funding and permits		
2022	**Commercial Cardboard Waste Diversion Program:** Ongoing operations. Consider ending program once commercial recycling ordinance is fully implemented and enforced.	TBD	Public Works, RU, PC Mountain, business owners and property managers		Funding		
2022	**Commercial Composting Program:** Ongoing operations and staff support. Based on anaylsis in 2020 re residential program, start working on a plan and budget accordingly.	TBD	Public Works, Policy Director, private sector partnership, PCMC		Permits and funding		
2022	**Commercial Recycling Ordinance:** Continue enforcement and technical assistance to businesses. Program becomes part of routine operations at the Dept of Environmental Health.	NA	Environmental Health, RU, Council, County Attorney		One FTE plus PT assistance		
2022	**Collections Alternatives:** By July, either sign new contract with private hauler or begin collections "in-house." If the latter, devote first 6 months of the year to hiring FTE, procuring equipment, and other actions to prepare for the transition in July (some of these costs may occur in 2021 if the County finds it advantageous to start procuring or hiring staff earlier).	$11,000,000	Public Works		Funding and personnel		
2023	**Three Mile Landfill:** start receiving waste in Cell 2; complete closure of unlined cells; start partial closure of Cell 1.	O&M	Public Works & haulers				
2023	**Recycling Transfer Facility:** Fully operational; becomes part of general solid waste management program. Costs involve ongoing operations and maintenance.	$800,000	Public Works, RU, ReStore		Funding and permits		
2023	**Composting Program:** secure funding for and start feasibility study on a County anaerobic digester, including outreach to the Snyderville Basin Water Reclamation District; once complete, analyze results and make decisions accordingly. Implement residential plan. Continue commercial program.	$15,000 - $60,000	Public Works & contractor		Funding and interest		
2023	**Solid Waste Master Plan:** Review and update, include analysis of effectiveness of short-term programs.	NA	Public Works, Sustainability Manager, Environmental Health, Policy Director				

APPENDIX 1: FINAL COVER GRADING PLAN FOR THREE MILE LANDFILL

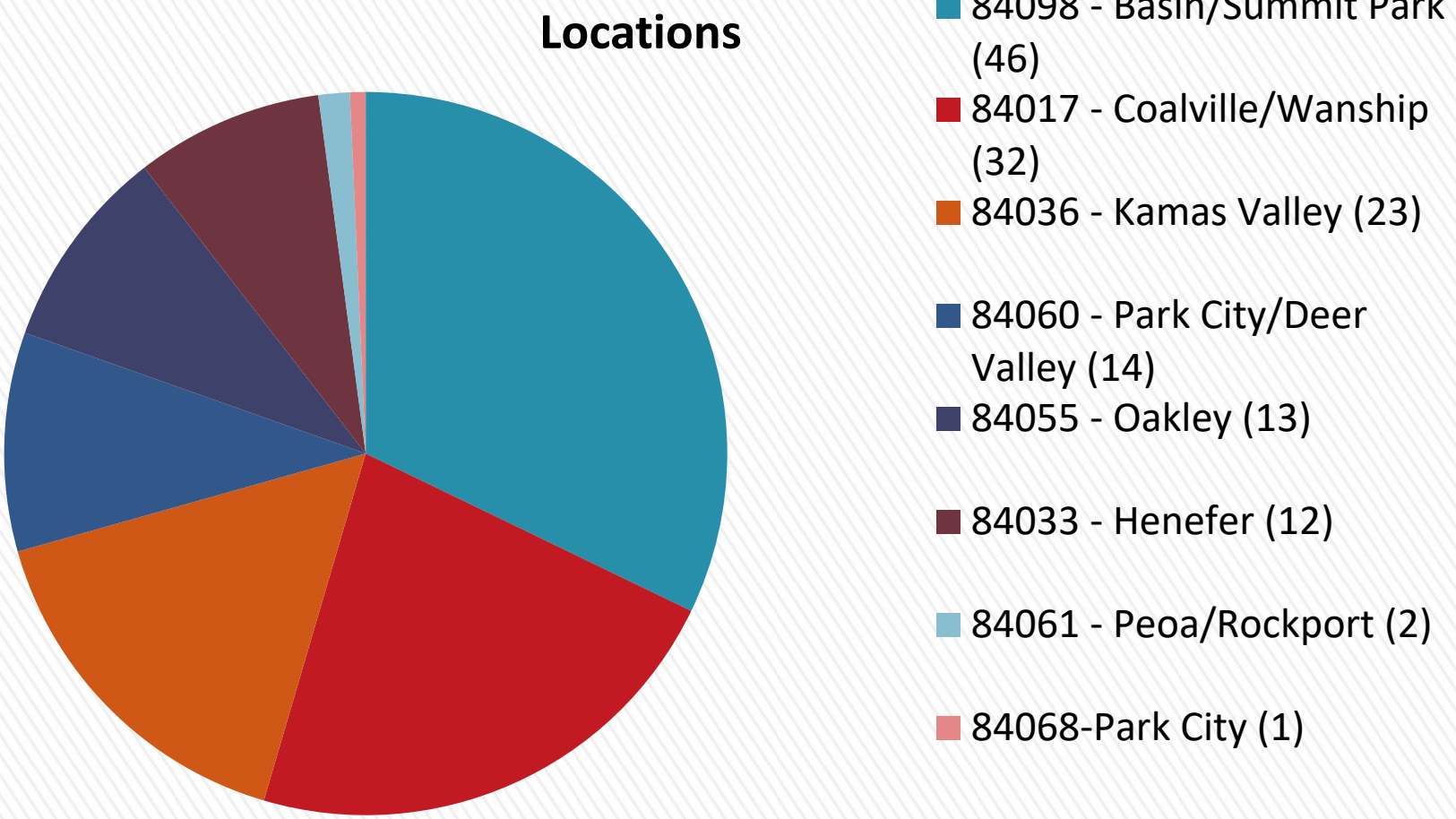
APPENDIX 2: THREE MILE LANDFILL PERMIT DRAWING

APPENDIX 3: CLOSURE AND POST-CLOSURE COST ESTIMATES

APPENDIX 4: HENEFER LANDFILL DRAWINGS

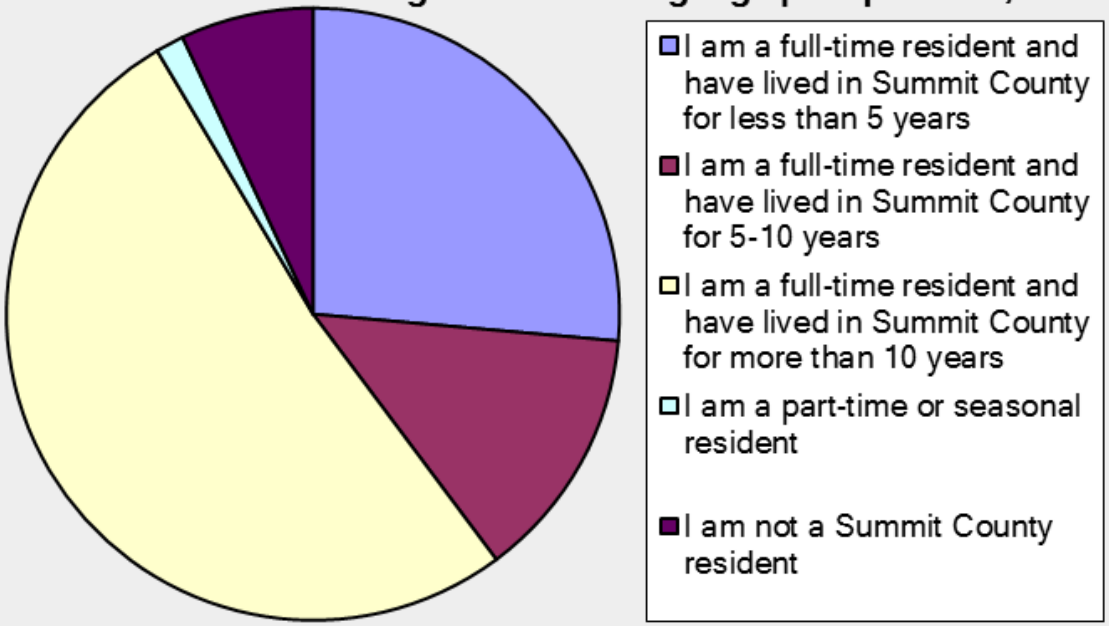
Public Survey Results 5/31/17

» 202 respondents

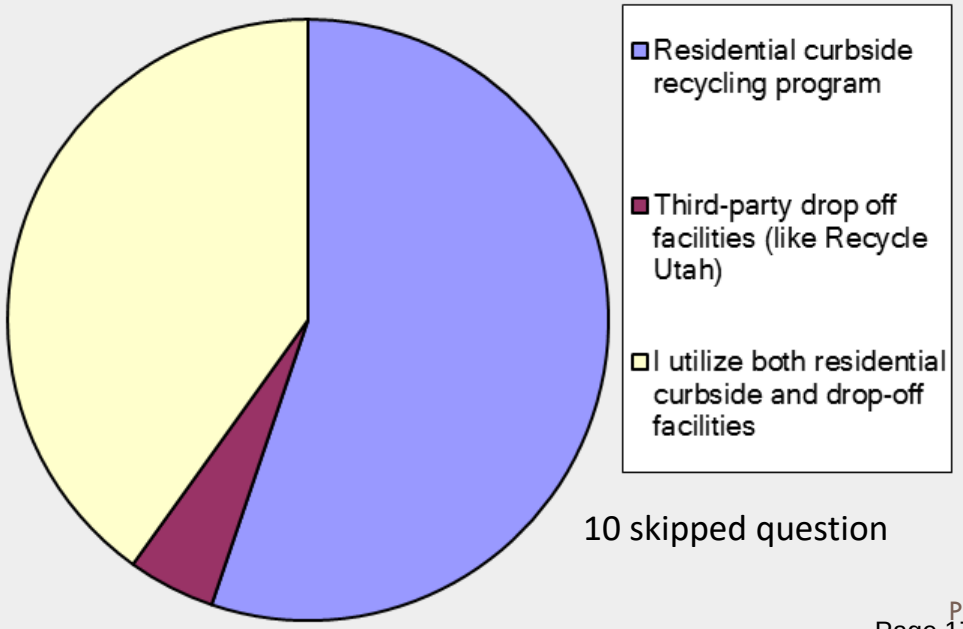


Demographics

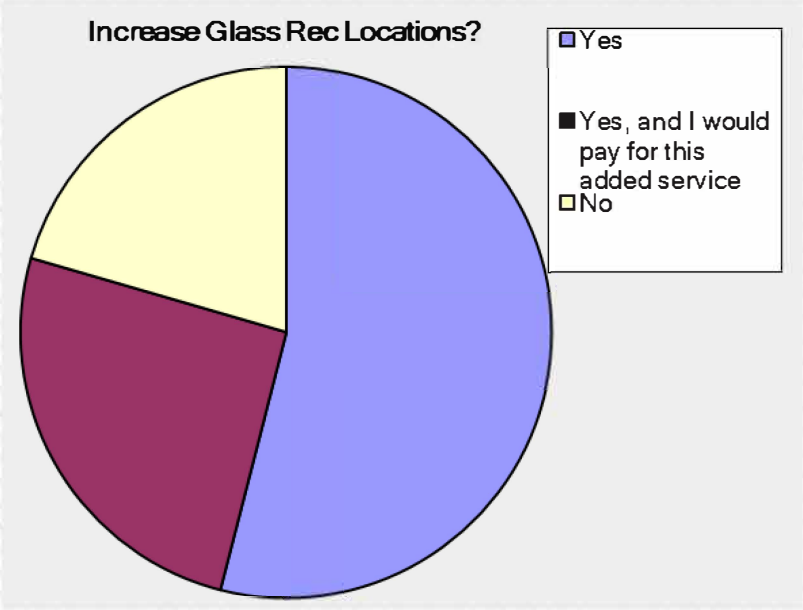
Please answer the following residential and geographic questions,

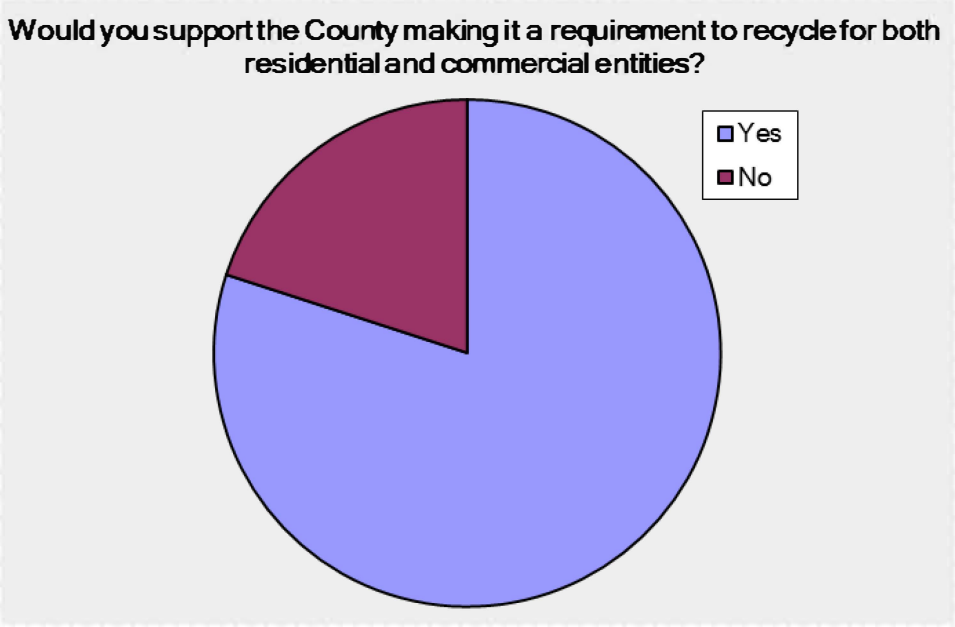


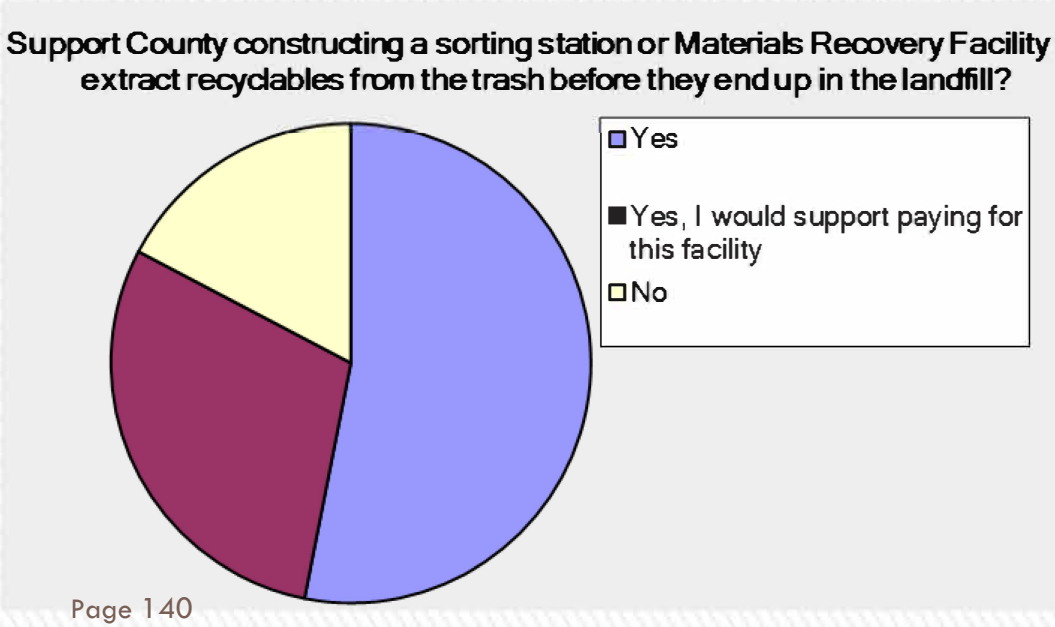
Do you currently participate in any of the following recycling programs?

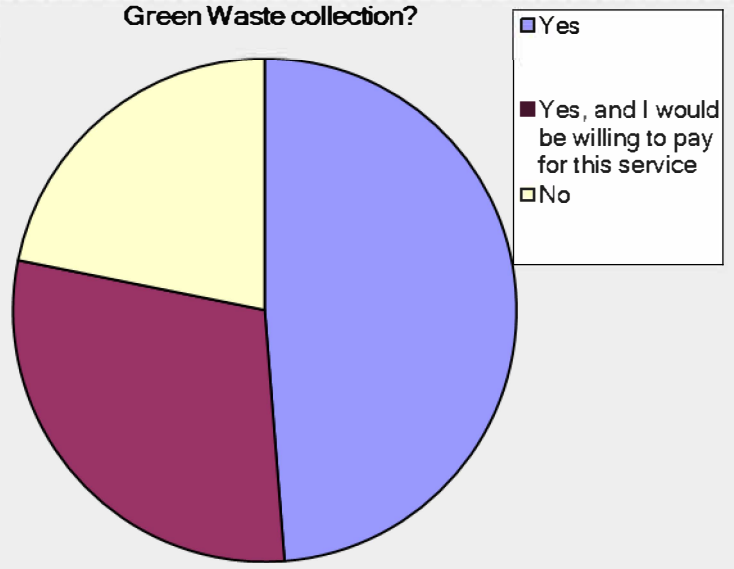


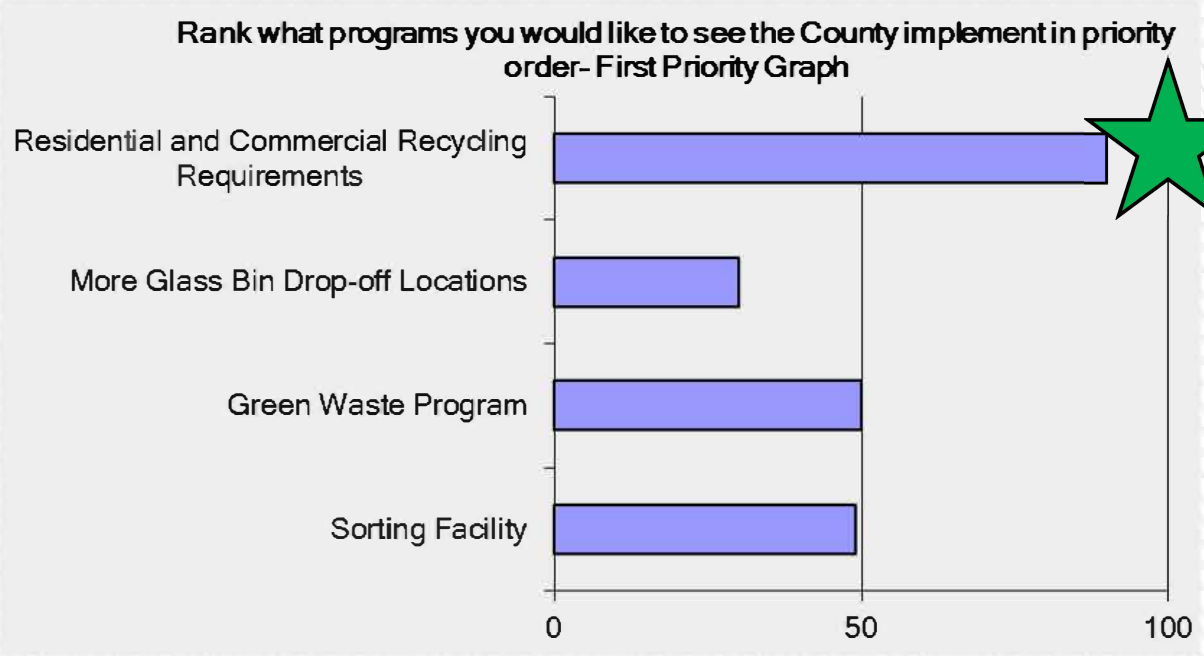
10 skipped question

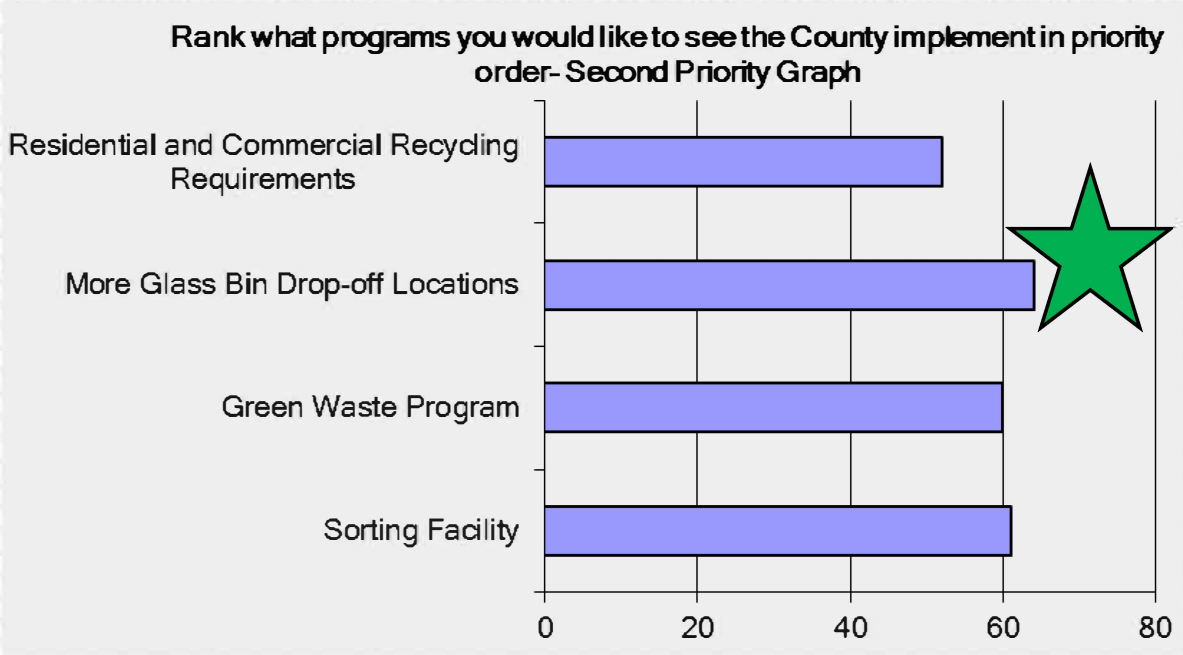

Increase Glass Rec Locations?
Yes
Yes, and I would pay for this added service
No


Would you support the County making it a requirement to recycle for both residential and commercial entities?
Yes
No

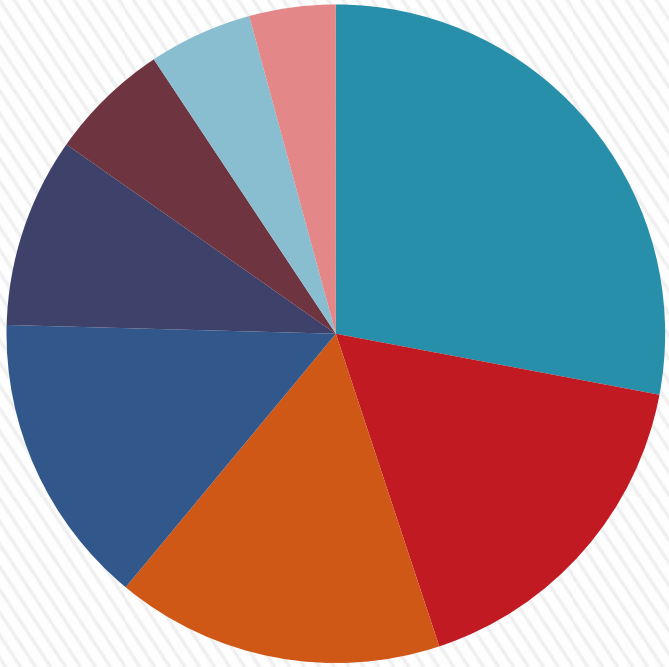

Support County constructing a sorting station or Materials Recovery Facility to extract recyclables from the trash before they end up in the landfill?
Yes
Yes, I would support paying for this facility
No


Green Waste collection?
Yes
Yes, and I would be willing to pay for this service
No


Rank what programs you would like to see the County implement in priority order- First Priority Graph
Residential and Commercial Recycling Requirements
More Glass Bin Drop-off Locations
Green Waste Program
Sorting Facility
0
50
100


Rank what programs you would like to see the County implement in priority order- Second Priority Graph
Residential and Commercial Recycling Requirements
More Glass Bin Drop-off Locations
Green Waste Program
Sorting Facility
0
20
40
60
80

Top Comments by Category



- Recycling Every week (33)
- Trash Every Other Week (2)
- Education (19)
- Green Waste/Compost diversion (17)
- Charge the True cost/ Increase costs (11)
- Kamas Velly drop off (7)
- Require Com Recy/Comp (6)
- Curbside Glass Bins for Cost (5)

Written Suggestions

- "How about providing personal glass bins for a price?"
- "Provide a larger recycling can and a smaller waste bin. Pick up the recycling weekly. NEIGHBORHOOD COMPOST BIN. ZERO WASTE campaign. 30-day waste challenge. Educate people on what is recyclable."
- "Make Recycle Utah accountable for their program; allow residents to burn, compost and reuse green waste or help facilitate residents to compost on their property; teach customer service/relations to Republic Services"
- "I would appreciate more information about the costs and challenges involved in providing the waste removal services."
- "Increase building/construction fees at time of filing as well as during drop off of materials. Construction/land development companies need to pay much more than they do now - fees will be passed along but should still increase. Education/marketing campaign to help people understand and realize why this is good from not only environmental standpoint, but also from a business/economic standpoint."
- "Taxpayers should be paying for hazardous waste collection and disposal."

Outstanding Comments

APPENDIX 6: RECYCLING ORDINANCE BENCHMARKING STUDY

Commercial Recycling in Summit County
Benchmarking Information
Fall 2017
By Mary Closser and Janna B. Young

INTRODUCTION

Benchmarking occurred with the cities of Aspen, Boulder, Ft. Collins and Steamboat Springs in Colorado and Salt Lake City in Utah. This report identifies what each community is currently doing with commercial recycling in addition to lessons learned and recommendations. The conclusion section identifies recommendations based on conversations, research, and general feelings of what strategies might be most palatable to the Summit County community.

MUNICIPALITIES

1. Aspen, CO

(Liz Chapman, Waste Reduction & Environmental Health Specialist, liz.chapman@cityofaspen.com)

Background Info:
Aspen is in the County of Pitkin. The City's population is 6,000 and the County's population is 20,000. The landfill tipping fee is $64/ton for municipal waste, and $70/ton for construction waste. Compost is voluntary; 2% of food/yard waste is diverted and there is a commercial compost area at the landfill. There is still a significant amount of C&D waste in the landfill, a specific focus of the county at this time. There is an unmanned recycle drop-off facility in Aspen with 70% of materials received being cardboard from residents and smaller businesses.

The commercial recycling rate is 11% with the bulk of it being cardboard. There are seven private haulers in Aspen but only two have commercial capacity. A few of the hauling companies are able to collect commercial compost.

Ordinances/Regulations/Fees:
There is an ordinance in Aspen for haulers. It requires them to 'bundle' the cost of Trash & Recycling so there is no personal incentive to businesses to divert trash and recycle more. Haulers must include the cost of recycling in with trash costs. Many businesses have joint trash compactors which makes it easier due to the space issue, so, they prefer to only landfill. Haulers show on paper that they offer recycling but many businesses do not do it due to space limitations. There is only Reactive enforcement (complaint based). In 2014, the county imposed a 40 ton/year trash limit to all haulers.

Obstacles:
SPACE in alleys

Recommendations/Future:
Mandate the haulers provide recycling services but with enforcement. The haulers need support to educate the public, especially regarding contamination, even more so with apartment complexes. The ordinance should say "if after three warnings, the property is unable to provide clean loads, then the hauler will stop picking up your trash." Fines in resort towns seem to be less noticeable – it is the unsightly dumpsters that get attention. Aspen Council is not keen on subsidizing businesses, but one area would be cardboard collection. Somehow pay the haulers to haul cardboard.

2. Fort Collins, CO
(Jonathon Nagle, "Environmental Code Compliance Inspector;" jnagel@fcgov.com)

Background Info:
Ft Collins (FC), population 160,000, has a 50% diversion rate with a goal of 75% by 2020. They have had a landfill disposal ban on cardboard since 2013. It is most challenging to enforce with businesses and multi-family complexes. They have a "Pay-As-You-Throw" system with 65% residential participation and 50% business. All composting goes to Alpine Waste in Denver and the recycling is Single Stream. They have three commercial private haulers.

At least 1.5 years of research went into the Ft Collins ordinances, bans, etc. There was considerable public outreach, conversations with businesses and haulers, including the Chamber of Commerce.

Businesses can refuse to recycle, but they will have to pay for it regardless since the haulers are unable to haul unless it is offered. There is a 96% participation

rate.

Ordinances/Regulations/Fees:
Since the 1970's haulers had to be licensed. In 2013, they started a cardboard ban on residents and businesses ("no person shall place recyclable cardboard in refuse containers for collection… Violations of this ordinance shall be considered misdemeanors and subject to a maximum fine of $2,650 or imprisonment up to 180 days."). It was successful with one-to-one visits to businesses. Also in 2013, the city developed Zero Waste goals (including organics), which will be required by all businesses, including chain stores, in the current ordinance.

This most recent ordinance was passed requiring all businesses and multi-family complexes to recycle by 2020. In the past, it has been voluntary. Businesses who have never recycled before can apply for a rebate of up to $500 for bins and service. Very few did this. We were told no one wanted to do the paperwork. FC mandates the haulers, not the property managers. It is a threat to the haulers to not be licensed in the city so they offer what is needed. They are required to have 1/3 of their total volume be recyclables. They compromised with haulers for the 2020 rule. FC wanted more. The haulers have to report to FC the number of customers, sectors, and total tonnage of recycle and trash.

Obstacles:
The main obstacle of the past was a lack of any kind of commercial mandate to recycle - recycling was a separate charge that businesses could voluntarily opt into/subscribe. Under this new system, FC has 50% participation in the business sector.

Recommendations/Future:
Some of the city's foundational ordinances were the residential Pay-as-you-throw system and the hauler licensing (through this the city has been able to leverage many future ordinances and have been able to collect strong data on what is happening in the community in order to best direct future planning. The reason for this was it is a lot easier to regulate a handful of haulers then several thousand registered businesses/MFU's).

3. Steamboat Springs, CO

(Cameron Hawkins, Waste Diversion Director Yampa Valley Sustainability Council, cameron@yvsc.org)

Background Info:
Steamboat has a local non-profit, Yampa Valley Sustainability Council, that manages their waste. They have three haulers and no mandates on businesses or haulers. The landfill is in Milner and has no shortage of space.

Regulations/Ordinances/Fees:
Haulers are required to report data to the city to adhere to the residential ordinance to offer recycling and trash services. There is more focus on residential recycling.

There is one initiative currently in place around commercial waste. One local hauler accepts C&D waste and sorts out the wood and other debris to recycle it.

Obstacles:
Government support is Steamboat's greatest obstacle. Waste management is not a priority for City Council or County Commissioners - enforcement would be an issue, in addition to space.

Additionally, many alleys were not built with the space to add a recycle bin, and due to bears it has to be enclosed. This is a barrier for multi-family homes as well. Most HOAs do not have space in their current dumpster enclosures to add recycling and are not willing to spend the money to expand the enclosures.

Recommendations/Future:
Make sure support exists from the business community and local government – look for ways for businesses to partner and share the cost of a recycle bin.

4. Boulder, CO
(Dale Eckhart, Business Manager, dale@ecocycle.org)

Background Info:
The City of Boulder has 108,000 people. Waste diversion rates have not increased as much as hoped for so the City is working to enforce the ordinance more. Dale feels that enhanced education, PR and one-on-one communication are more effective than policing with fines. Businesses are tired of the Ordinance threat – they get mad.

In the past, the City required the haulers verses the businesses to offer recycling

and trash service at businesses, but it was always a struggle to get them to report it.

Regulations/Ordinances/Fees:
The City established a Zero Waste Diversion Plan in 2014 which drove a recent ordinance. Numerous study groups with haulers, businesses, apartment complexes, property managers, city staff, etc. occurred before creating the ordinance. The haulers were nervous as they did not want to be the “eco- cops” and report on their customers. Property managers were nervous as the ones to pay the fines. It took a while for businesses to sign up for composting service.

In 2016, the City implemented a Universal Waste Ordinance. “If you’re a business, you have to recycle and compost.” In June 2017, they started to enforce it. Enforcement is only re-active vs. pro-active.

The Fine Structure: First, after a business is reported, Environmental Enforcement goes to the business and tries to assist them. They have 30 days to do something. If they do not correct the problem, they get a warning. If another 30 days pass, they get a fine ($250, $500, $1000 depending on the number of fines).

Obstacles:

1. Convenience – internally & externally
2. Cost
3. Staff training – knowing what is recyclable

Recommendations/Future:
Go slowly, starting with cardboard is good. Continue using haulers but develop a good relationship with them. Be careful about using subsidies because it is hard to go backwards. Businesses will get used to them and continue to demand them. Enclosures are expensive but a possibility to subsidize since it would be a one-time expenditure.

Shared collection sites managed by the county but paid for by the businesses for business parks has potential. An ordinance through the haulers is tough because the issue is created at the Business. The hauler is the solution. An open relationship with the haulers is critical - they are nervous about sharing information.

Solutions for tight spaces: 1. Share with neighbors; 2. Reduce Trash size; and 3. Use cart vs. dumpster or turn the direction of the dumpster.

Solutions for enclosures: county assists financially with building a new one - businesses would need to apply for a 50% subsidy. Exceptions could also be added.

Illegal dumping: Offer Trash in a central drop off area (Recycle Utah's new site?), especially since we are a tourist community. Normally this illegal dumping is paid for by property managers so the cost could come from taxes to pay for this additional service. Haulers do not like locks on the dumpsters/containers. In Nederland, they have a public drop-off site for trash, recyclables and compost. It is manned by the county, open 3-4 days/week. (Call Darla Ariens in Nederland for details about this).

5. Salt Lake City, UT

(Mitchell Davis, Sanitation Permit Coordinator, Salt Lake City Waste and Recycling Division, Mitchell.Davis@slcgov.com; and Lance Allen, Waste & Recycling Division Director, Salt Lake City Sustainability Department, Lance.Allen@slcgov.com)

Background Info:

Salt Lake City has a population of around 193,744. The City adopted a waste diversion goal of 70% by the year 2025 and a Zero Waste goal by 2040. The City's Sustainability Department oversees the waste management/sanitation group, which has nine committed staff (4-5 of that are part of the education team). This group also handles all permitting for special events and C&D solid waste.

Ordinances/Regulations/Fees:

The City adopted a C&D Ordinance in 2010 and implemented it in full in April 2014. It requires contractors to fill out a waste management plan before demolition on a building over 1,000 square feet. Any single-family dwelling or more requires a waste management plan, and mixed-use facilities over 5,000 square feet require a plan.

Staff help contractors figure out how to divert 55% or more of the waste by identifying materials that can be recycled. This is measured by volume and weight.

If Summit County is interested in doing a similar ordinance, SLC recommended we do the following in order to be successful:

- Ensure there is a place to bring the materials. In SLC there is a facility that actually process the wood, metal, etc. (a LEED certified facility)
- Do a waste audit to compare estimates with actual weight to see how contractors are complying with the plan.
- Encourage business to perform "deconstruction" instead of full-out demo (Daniel Saulmon)
- Hold open houses with contractors.

In 2016, the City Council passed a commercial and multi-family recycling ordinance with full compliance starting January 4, 2018. 2017 marked the 7th year of work on the ordinance.

The ordinance is volume based – if a business is generating 4 or more cubic yards per week of solid waste or recyclable items then they have to comply with the ordinance. Anything larger than a triplex is considered commercial property and falls under the ordinance. Site visits are conducted to help determine if a business is generating enough waste to have to comply. If a business is not generating enough waste, that can be verified with the hauler.

The ordinance requires waste haulers to register to operate within the City and report to the City on a quarterly basis about any struggles encountering with the program. Contractually, haulers have to accept plastics 1-7, mixed paper and cardboard, and metals. It is a comingled/single-stream recycling program.

The City took on a phased-in approach for implementation of the ordinance. The City's waste management team oversees the ordinance and provides assistance to businesses, multi-family complexes, and haulers, and responds to complaints.

Originally, the ordinance had language for fees and fines but after push-back from the stakeholders, Council reconsidered and dropped that portion for now but it could come back. Instead, they chose to focus first on infrastructure and end-user education.

Enforcement is currently complaint-based. Staff are deployed to work with a resident or business owner once a call comes in. The City also has a "Good Landlord" program that operates under the philosophy that it is better for the property manager to follow the rules due to large fines.

It costs around $32-$90/month for a multi-family establishment to implement the ordinance. They often have to use a valet service if there is no room for containers or to store the materials until picked-up and that is more expensive.

SLC has a “pay-as-you-throw” system. Residents can choose between a 90, 60 and 40-gallon container for refuse; recycling costs $21.75/month for a 90 gallon container. The program is supported by an enterprise fund.

Obstacles:
Challenges are mostly on the multi-family side due to lack of space for additional recycling dumpster. If the space really is not feasible, SLC will look at granting that particular complex an exemption from the ordinance.

Contamination is another challenge. SLC did some benchmarking with California and others to find out how to address this problem. City staff is spending a lot of time working with haulers on contamination and education, helping tenants and groups develop recycling plans.

Recommendations/Future:
The City spent many years working with haulers and the business sector to develop the ordinance. Haulers feel they had a voice in the process and are onboard with the plan now.

Interestingly, since the ordinance has been in place, the City is seeing small start-ups coming on board, such as valet services which provide door-to-door recycling pick up services for the multi-family dwellings.

Regarding implementation, the education portion is key. At the beginning, SLC went can-to-can, door-to-door, handing out materials and talking to people at the most troubling areas in terms of contamination or low recycling rates (high turnover and multi-cultural areas). By doing this, they saw their contamination rate drop from 40% to about 18%.

The most effective strategy is to show people they can make a difference within their own home.

Keep the message simple; target one or two items each year.

Be consistent with messaging.

It was effective for SLC to work with the City’s business licensing Department to help promote the ordinance.

Make sure the big waste producers have the resources and assistance they need to

recycle.

Meet with all associations.

Provide exemptions in the ordinance for low-income and section 8 housing if not feasible to get recycling program in place. SLC is currently looking at finding a way to cover the program for them.

In terms of working with the haulers, getting them all in one room to divulge information was tough. Ended up meeting one-on-one with them about expectations and offered assistance to develop solid waste plans and educational material.

License haulers to operate in your community and give that information to residents; if they cannot access the residence then provide valet services.

Do no charge more for recycling than for trash.

Summit County Businesses

We visited five property managers in Summit County in 2017. The intent was to learn what is working and what is not for their trash and recycling services. What are the obstacles to recycling, or recycling more? The following lists the primary obstacles:

- Space – the county requires all trash and recycling to be enclosed so there is not enough space for both containers
- Illegal dumping – the property managers end up paying for and getting involved in clean up (mattresses, electronics, tile, etc). Dumpster location is important (behind buildings is worse)
- Contamination (from illegal dumping) and lack of communication with tenants and staff
- Convenience to staff (location of dumpster and ease and knowledge of recycling)
- Not breaking down cardboard so they overflow
- Poor signage from the haulers and dumpster colors (Republic) – need consistency between the haulers
- Lack of communication from haulers and County to the businesses

Conclusion

Colorado cities were chosen as the primary benchmarking comparison for two reasons: 1. Already established contacts, and 2. Geography (comparable

tipping fees, ski/tourist towns and population numbers). This project was effective because we learned of different approaches on how to mandate, via the business or the hauler, in addition to a myriad of other helpful insights on how best Summit County can move forward to most effectively decrease commercial landfill waste.

The following list includes suggestions based on the benchmarking information, Summit County logistics and personal experience:

- Complete the Summit County Solid Waste Plan (and consider including C&D waste and compost in the plan, beyond cardboard)
- Conduct a series of meetings with haulers, businesses, property managers and apartment complex managers
- Consider applying an annual tonnage limit on landfill waste to haulers to encourage more recycling
- Consider a pilot study with one or two business parks
- Consider changing current dumpster enclosure rule and/or subsidize businesses/property managers with financial assistance to build another. Subsidies for locking devices (including keypads) could be considered, too.
- Enhance communication and education to all businesses and property managers. Should Recycle Utah fall into this role, additional staffing funds would be needed. Consider showing a recycling video to all new staff and enhance public awareness.
- Enhance efforts to address and serve multi-family complexes
- Address illegal dumping by establishing one or more satellite trash drop-offs managed by Summit County
- Consider lessons learned from Fort Collins' efforts which celebrates the highest waste diversion percentage. Mandate the haulers but maintain a healthy relationship. Require them to offer and charge for recycling – no hauling in the County if they do not
- Enforcement is okay as Reactive vs. Proactive, but random audits (twice yearly?) could be effective.
- Require improved signage on dumpsters, including Spanish translation and possible pictures. Require haulers to have different colors for recycle and trash dumpsters, and make consistent among haulers.
- Address space issues by reducing trash dumpster size to fit recycle container, modify enclosures and/or current enclosure rule and consider

more dumpster sharing amongst businesses.

Ordinance References

1. Aspen: http://www.aspenpitkin.com/DocumentCenter/View/671
   Note: great info about general waste reduction residential and commercial)

2. Ft Collins:
   a. Community recycling ordinance (requires grocery stores to compost by the end of 2017 and all multi-family and businesses to recycle by the end of 2020
   b. Landfill disposal ban
   (2013) https://www.fcgov.com/recycling/cardboard.php
   c. Requirements for C&D
   (2012): https://www.fcgov.com/recycling/constructiondebris.php
   d. Pay-as-you-throw ordinance to bundle trash & recycling for single families
   (1995): https://www.fcgov.com/recycling/trash-rates.php
   e. Waste Reduction and Recycling Assistance program (voluntary business outreach): https://www.fcgov.com/recycling/wrap.php
   f. Hauler license applications and reporting forms:
   https://www.fcgov.com/recycling/forms.php
   g. Summary of all FC waste-related ordinances with links to code language:
   https://www.fcgov.com/recycling/ordinances.php.
   h. Website for additional info: https://www.fcgov.com/recycling/

3. Boulder: https://bouldercolorado.gov/zero-waste (Universal Waste Ordinance 2016)

APPENDIX 7: SNYDERVILLE BASIN DEVELOPMENT CODE SECTION 10-4-13 AND 10-4-14

10-4-13: GARBAGE COLLECTION:

A. Approval Required: Open Burning Prohibited: Locations and conceptual design for proposed central garbage collection perimeter shelter for the containers will be shown on the plat or site plan drawings. Written approval of the proposed locations will be obtained by the County Garbage Collection Contractor. In some cases, central garbage collection may be located outside of the development boundaries on a paved road. Open burning of building materials, rubbish or garbage will be prohibited.

B. Plat or Site Plan Note Required: Each final subdivision plat or final site plan for a development in an area zoned Mountain Remote designated on the zoning map shall include the following note on the plat. A Conditional Use or Low Impact Permit issued for development in these areas shall include, as a condition of approval, the requirement that the applicant acknowledge in writing (titled a "memorandum of understanding") the following:

> *The property owner acknowledges that he/she is building in a location that is far removed from the primary Summit County service areas. As such, the property is on notice that there is limited access, infrastructure, and public services in the area. Some services, which include, but are not limited to, garbage pickup and school bus service, may not be provided. Emergency response time will be longer than it is in more accessible areas, and access by emergency vehicles may be impossible at times due to snow and road conditions. The owner understands and acknowledges that there may be infrastructure in these remote locations that does not meet adopted County Infrastructure Standards. It is the intent of Summit County to attempt to continue to provide the existing variety, scale, and frequency of public services and infrastructure for all existing and new development in these remote areas of the Snyderville Basin. It is not the intent of Summit County to increase the variety, scale and frequency of public*

services and infrastructure, or to provide urban levels of service and infrastructure in these areas. By this notice, the property owner assumes the risk of occupancy as outlined above, and is hereby put on notice that there are no anticipated changes in the levels of service or infrastructure by either Summit County or the appropriate special service district, nor does the property owner expect changes beyond those identified herein.

(Ord. 323, 3-9-1998)

10-4-14: SOLID WASTE AND RECYCLING:

A. Developments for which landfill and/or solid waste collection capacity are unavailable are prohibited.

B. Open burning of building materials, rubbish or garbage will be prohibited, except ordinary yard waste when permitted by the Fire District.

C. No final site plan for a commercial development or multi-family residential development shall be approved unless there is a mandatory recycling program put into effect including Class I Recycling Facilities for the project and are identified on the final site plan to accommodate for materials generated by the tenants, residents, users, operators, or owners of such project. Such recycling shall include, but not necessarily be limited to glass, paper, plastic, cans, cardboard or other household or commercially generated recyclable scrap materials.

D. Locations for proposed centralized garbage and recycling collection containers shall be shown on the site plan drawings. Written approval of the proposed locations shall be obtained by the County Waste Manager. In some cases, centralized garbage and recycling collection areas may be located outside of the development boundaries on a road.

E. Centralized garbage and recycling collection containers shall be located in a completely enclosed structure, designed with materials that are compatible with the principal building(s) in the development, including a door on the structure. The structures shall be large enough to accommodate a garbage container and at least two recycling containers to provide for the option of

dual-stream recycling. A conceptual design of the structure shall be submitted with the site plan drawings.

F. Plat or Site Plan Note Required: Each final subdivision plat or final site plan for a development in an area zoned Mountain Remote designated on the zoning map shall include the following note on the plat. A Conditional Use or Low Impact Permit issued for development in these areas shall include, as a condition of approval, the requirement that the applicant acknowledge in writing (titled a "memorandum of understanding") the following:

> *The property owner acknowledges that he/she is building in a location that is far removed from the primary Summit County service areas. As such, the property is on notice that there is limited access, infrastructure, and public services in the area. Some services, which include, but are not limited to, garbage pickup and school bus service, may not be pro changes beyond those identified herein.*

(Ord. 323, 3-9-1998)

G. Recycling Facilities are allowed in all zone districts, in compliance with the Use Chart contained in Section 10-2-10 of this Title. Class I Recycling Facilities are allowed in the TC and RC zone districts and Class II Recycling Facilities shall be processed as a LIP in the TC and RC zone districts.

H. Recycling Facility Development Standards: All recycling facilities are subject to the following standards.

1. All drop-off locations shall be maintained in a clean and litter free condition on a daily basis.

2. All storage of material shall take place within the recycling containers; no storage of such material outside of a recycling container is permitted. Any materials left outside, including abandoned materials, must be removed by the responsible party or parties identified on the container. A notice must be posted on collection containers or structure stating that no materials are to be left outside of the containers.

3. All recycling containers shall be constructed of durable waterproof materials.

4. All recycling containers shall be clearly marked to identify the type of material which may be deposited and identify the name and telephone number of the operator, where the responsible party can be reached in the event of misuse, lack of capacity, or other problems with the recycling container or area.

5. No recycling container shall occupy required landscape areas, nor obstruct pedestrian, vehicular, or emergency vehicle access.

6. Containers for the 24-hour donation of materials shall be at least 100' away from any residence.

7. Recycling container and/or site improvements may be required to ensure compatibility, including, but not limited to landscaping, screening, and parking lot improvements.

8. Design and colors of the containers shall be compatible with other structures or containers on the site.

9. All recycling containers located in the Community, Service, and Neighborhood Commercial Zones are subject to the Performance Standards in each zone, which require that recycling functions be screened. All recycling containers located at a civic or public facility, commercial business lot or part of a business park shall also be screened.

City Council
Manager's Report

Subject: FY26 Library Board Appointment Recommendations
Author: Adriane Herrick Juarez
Department: Library
Date: June 16, 2025

Summary Recommendations:
Consider the Mayor's recommendation to appoint Jo-Ann Ting to the Library Board for a 3-year term beginning July 2025 and the second-term reappointments of Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder for additional three-year terms beginning July 2025.

Background:
The Park City Municipal Code and Utah State Code require that municipal Library Board appointments be made effective as of July 1. The Library Board must have five to nine members, and all vacancies must be filled by Park City residents.

The Library Board subcommittee conducts interviews for Library Board appointments. The Mayor makes appointments with the advice and consent of the City Council.

The Park City Library Board has nine members and four open seats for the fiscal year 2026. According to Park City Code § 2-8-5, Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder reapplied, and each is eligible to serve an additional term. The Mayor recommends reappointing Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder for additional terms and Jo-Ann Ting for a first-term appointment, effective July 1.

Analysis:
A Library Board subcommittee, comprised of the Library Board Chair, Vice-Chair, and the Library Director, interviewed new candidates. Five new applications and three renewal applications were received. Based on the subcommittee's review, the full Park City Library Board voted in their May 21st meeting to recommend that the Mayor, with the advice and consent of the City Council, reappoint Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder for second terms and newly appoint Jo-Ann Ting for a first term.

The attached letter (Attachment A) from the Library Board Chair, Patricia Stokes, describes the qualifications of the recommended candidates. If the four recommended candidates are approved, nine voting board members will be maintained on the Library Board, as allowed in the Library Board Bylaws.

Exhibit A

June 12, 2025

Mayor Nann Worel and the Park City Council
Park City Municipal Corporation
Park City, UT 84060

Honorable Mayor and City Council,

After interviewing the new candidates who applied, the Park City Library Board recommends the addition of Jo-Anne Ting and the reappointment of Sharon Serpico Hanson, Debra Stafsholt, and Ann Sowder for 3-year terms.

Jo-Ann Ting is a tech entrepreneur working on getting her next startup off the ground. She's worked in academia and industry and is the former CEO of a Houston-based AI software startup, DataSeer. She's interested in helping the Library with IT education & support for older adults to help mitigate against fraud, scams, and identity theft. She grew up in libraries and read everything. She's lived in Park City part time since 2020 and full time since 2022 and has enjoyed being a part of the Nordic Betties and Park City Mountain's Local Women's Program in the winter, yoga classes at the Marc, drawing classes at the Kimball Art Center, and events & resources offered by the library.

Sharon Serpico Hanson has been both a Library volunteer and a Board member. She has lived full-time in Park City since 2019. She has served on the PC Police Complaint Review Committee and as Chair of the Summit County Recreation Arts and Parks (RAP) Cultural Advisory Board. She is a former business owner and people manager willing to jump in and help with any project. She has helped create positive momentum on several Library Board subcommittees and is a true advocate for library staff.

Ann Sowder has lived part-time in Park City since 2004 and full-time since 2018. She is a member of the Park City Rotary Club, the PC Women's 9-Hole Golf Leage, the Park City Community Church and various local organizations, including the Egyptian Theatre (as a Pharaoh), the Park City Museum (as a Guild member), and the Deer Valley Music Festival (as a VIP member). She is an advocate for the Library and the critical role it plays in the community. She's been passionate on the Library Board about providing financial literacy for individuals, small businesses, and nonprofits.

Debra Stafsholt is a member of the Elks Lodge and the Senior Center and worked as an inpatient physical therapist at Park City Hospital for 15 years. Her children were born in Park City, and her 28-year-old daughter has special needs, so she's very involved with the special needs population in various groups. Debbie has been instrumental in creating a puppet stage and coordinating students to present puppet shows at the Library. She brings creativity, enthusiasm, and positivity to the Library Board.

The Library Board appreciates your consideration of these Park City Library Board applicants.

Sincerely,

Patricia V. Stokes
FY25 Library Board Chairperson

City Council Staff Report

Subject: Nonprofit Advisory Committee Appointment
Author: Hans Jasperson
Department: Budget, Debts, & Grants
Date: June 12, 2025

Recommendation

Consider appointing Elyse Kats to the Nonprofit Services Advisory Committee for a three-year term, beginning July 1, 2025, and ending June 30, 2028.

Background

Established by City Council resolution on August 22, 2024, the Nonprofit Services Advisory Committee provides funding recommendations for Public Service Contracts and Emerging Community Needs Grants.

Committee Structure and Membership Guidelines

Park City Code Section 2-8, adopted on September 5, 2025, outlines governance for City boards, commissions, and committees. Key provisions include:

- Appointments are made by the Mayor with the advice and consent of the Council;
- Individuals should only serve on one City board at a time, and employees of PCMC are not eligible for membership;
- Terms are for three years, and members are limited to two consecutive full terms; and
- Member terms should be staggered to promote continuity.

Park City Code Section 2-8-19 further specifies:

- The Committee consists of between five and seven members;
- All members must live, work, volunteer, own property, or own a business within Park City municipal boundaries;
- A majority of residents must have their primary residence within Park City municipal boundaries;
- There should be priority for members who have experience with nonprofit organizations or who have experience delivering or accessing nonprofit services;
- Elected officials may not serve on the Nonprofit Services Advisory Committee;
- Members may not be employed by or serve on the board of a nonprofit that applies or is likely to apply for grant funding through the City; and
- Committee members must recuse from evaluating and discussing any application for funding from a nonprofit organization where the Committee members have any business dealings with the nonprofit organization currently or in the past 24 months

Selection Process & Recommendation

The City solicited applications for a committee vacancy from March 12 to April 9, 2025. Of the six applicants, five met eligibility requirements and interviewed with a selection

panel, including Mayor Nann Worel, Committee members Danny Glasser, Molly Miller, and Chris Neff, and staff liaison Hans Jasperson. Following a thorough review, the panel recommends Elyse Kats, an Old Town resident with local nonprofit, private sector, and municipal experience. Elyse is currently the Resort Planning Project Manager at Deer Valley, where she leads capital projects that enhance the resort's infrastructure. She holds a Master's degree in Urban and Environmental Planning from Arizona State University and is a Certified Planner (AICP).

Her prior experience includes roles focused on affordable housing and community development, including:

- Affordable Housing Specialist – Park City Municipal Corporation;
- Housing Director – Mountainlands Community Housing Trust; and
- Housing & Economic Development Manager – Summit County

If approved by a majority of the City Council, Elyse will join the following six members of the Nonprofit Services Advisory Committee:

Name	**Term End**
Danny Glasser (Chair)	June 30, 2027
Sloane Johnson (Vice-Chair)	June 30, 2027
Chris Neff	June 30, 2027
Molly Miller	June 30, 2027
Ingrid Contreras	June 30, 2027
Pam Ross	June 30, 2026

City Council
Staff Communications Report

Subject: FY 2025 Fraud Risk Assessment
Author: Mindy Finlinson, Finance Manager
Department: Finance
Date: June 12, 2025

Summary

In 2020, the Office of the State Auditor (Auditor's Office) introduced a Fraud Risk Assessment and accompanying guide to assist municipalities in identifying, measuring, and mitigating the risk of undetected fraud, abuse, and noncompliance across local governments of all types and sizes.

In accordance with the Auditor's Office requirements, the Finance Department is submitting Park City Municipal Corporation's Fraud Risk Assessment for Fiscal Year 2025 to the City Council. This assessment provides the Council with a comprehensive view of the City's current exposure to potential fraud and noncompliance.

We are pleased to report that Park City has achieved a "Low Risk" rating for Fiscal Year 2025, with a total assessment score of 355—consistent with the prior fiscal year. The risk score reflects the implementation of various recommended safeguards, with higher scores indicating a lower level of risk. In recent years, the City has strengthened its internal controls through measures such as the establishment of a fraud hotline and the implementation of an annual ethics statement.

There are two criteria in the Utah Fraud Risk Assessment for which the City has not yet earned points:

1. A formal internal audit function
2. A formal audit committee

Implementing one or both of these components could elevate the City's rating from "Low Risk" to "Very Low Risk." Currently, the City is collaborating with an external audit firm to establish an internal audit function via an Agreed-Upon Procedures Review, as discussed during the City Council meeting on May 15, 2025.

Beyond presenting the assessment to the City Council and submitting it to the Auditor's Office within 180 days of fiscal year-end, no additional action is required, regardless of the score.

Park City remains committed to maintaining strong internal controls and transparency, and we take pride in our continued "Low Risk" rating for Fiscal Year 2025.

Exhibits

Exhibit A FY 2025 Fraud Risk Assessment

Fraud Risk Assessment

Continued

*Total Points Earned: 355 /395 *Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	X	200
2. Does the entity have governing body adopted written policies in the following areas:	X	
a. Conflict of interest?	X	5
b. Procurement?	X	5
c. Ethical behavior?	X	5
d. Reporting fraud and abuse?	X	5
e. Travel?	X	5
f. Credit/Purchasing cards (where applicable)?	X	5
g. Personal use of entity assets?	X	5
h. IT and computer security?	X	5
i. Cash receipting and deposits?	X	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	X	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	X	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	X	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	X	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	X	20
7. Does the entity have or promote a fraud hotline?	X	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?		20

*Entity Name: Park City Municipal Corporation

*Completed for Fiscal Year Ending: 2025 *Completion Date: 6/12/2025

*CAO Name: Matt Dias *CFO Name: Mindy Finlinson

*CAO Signature: _____ *CFO Signature: _____

*Required

City Council Staff Report

Subject: Purchase of Transit Van and Transit Cutaway Bus
Author: William DeGroot, Transit Manager
Logan Jones, Trails & Open Space Project Manager
Department: Transportation
Date: June 12, 2025

Recommendation

Authorize the City Manager to execute an agreement in a form approved by the city attorney's office for one Ford Transit van and one Transit Cutaway bus in an amount not to exceed $230,063.71. These vehicles will be used to facilitate the Transit to Trails service starting this summer.

Executive Summary

On April 24, 2025, the Council authorized the City Manager to execute an agreement with Model 1 Commercial Vehicles, Inc. ("Model 1") to lease four cutaway buses for $345,240.00 for the Transit to Trails service starting this summer.

Model 1 was the recommended vendor after an RFP process. Unfortunately, we could not negotiate an amicable contract with Model 1, and the other respondent could not promptly provide the requested vehicles.

Therefore, an alternative operational plan was developed using existing paratransit vehicles. To make this plan feasible, service frequency will be reduced to every 20 minutes rather than the 15 minutes that was originally planned.

Analysis

To ensure that the Purple line extension occurs to support the Transit to Trails program this summer, the following steps are proposed:

1. Three of the five current Paratransit vehicles will be redeployed this season to provide service on the Purple.
    a. The two remaining vehicles are scheduled for replacement in 2026, but they will be replaced in 2025 to ensure that ADA service is not affected while the Purple Extension is running.
    b. The fleet size increase will only be temporary, and the two ADA vehicles will be retired after the season.
2. Service to Bonanza will commence early to mid-July, pending vehicle delivery by July 1.
3. The frequency will be set every 20 minutes rather than the originally planned 15 minutes. Transit Supervisors will monitor service and adjust if needed.
4. This change will effectively be cost-neutral and provide operational insight into this project, which will be valuable in assessing this pilot program's success.

Vehicle 1

- This 10-passenger Ford Transit Van, currently used for Paratransit service, is due for capital replacement. It will remain in the active fleet through the Transit to Trails trial period as an additional Paratransit service vehicle during peak hours.
- Transit has applied to replace this vehicle with Federal funds but has not yet received an award. As a result, local funds will be used for this purchase.
- If approved, this vehicle would be purchased through a Utah state contract.
- The vehicle is currently available and can be delivered shortly after approval.
- **Vehicle Cost $97,838.99**

Vehicle 2

- This 12-passenger Transit Cutaway bus, currently used for Paratransit service and the 20 Tan, is also due for capital replacement.
- Transit has applied to replace this vehicle with Federal funds but has not yet received an award. As a result, local funds will be used for this purchase.
- If approved, this vehicle would be purchased through a Utah state contract.
- This vehicle is currently available and can be delivered in early July.
- **Vehicle Cost $132,224.72**

Funding

Funds to purchase the replacement vehicles will come from the Transportation Fund Balance in the amount not to exceed $230,063.71. As previously directed by the Council, revenue from the parking plan will cover the operational expenses of the service. Procurement will be executed under an existing Utah State contract, and the vehicles should be available for service by July.

City Council Staff Report

Subject: Renewal of Transit Scheduling Software
Author: Franklin Williams, Transit ITS Manager
William DeGroot, Transit Manager
Department: Transportation
Date: June 12, 2025

Recommendation
Authorize the City Manager to execute a Professional Services Agreement (PSA) with Optibus Inc., in a form approved by the City Attorney's Office, to purchase Transit Service and Driver Scheduling Software for a three-year term, not to exceed $300,924.

Executive Summary
On May 15, 2025, the Council authorized the City Manager to execute a PSA with Ineo Systrans USA Inc. (Ineo), for a new Computer Aided Dispatching and Automated Vehicle Location (CAD/AVL) system. This solution requires new integrations with existing Transit ITS Software, including Optibus, Inc., Transit's route scheduling software provider. The current agreement with Optibus, Inc. expires June 30, 2025, and is therefore up for renewal. PCMC can contract directly with Optibus, Inc., or include the Optibus system in the new CAD/AVL agreement.

PCT recommends the direct option to save costs while retaining better features and functionalities. Therefore, a renewed contract with Optibus, Inc. is necessary and a permitted exemption to procurement requirements to maintain existing software systems.

The renewal will include additional functionalities, such as real time driver shift management, a driver schedule mobile app specifically designed for transit operators, support for three years and integration with PCMC's new ERP solution and the new CAD/AVL system.

Analysis
Before 2021, the Transit department built its route schedule, and driver shifts by a predominantly manual process using the Microsoft Project suite and some applications within the Avail Technologies platform. Advanced and automated driver shift creation (run-cutting) was not possible. Increased service growth and schedule complexity necessitated the acquisition of standard industry software.

In 2021, Optibus Inc. was selected for route scheduling through a public RFP procurement process. The Council approved the original contract on February 25, 2021. Additionally, through the same procurement, Makeshift, Inc., was selected to provide driver shift management, a driver schedule mobile app, and integrations to the ADP payroll system. If approved, the proposed renewal with Optibus, Inc. will combine all Transit scheduling functionalities and support for the next three years.

Funding
Previously approved under Transit ITS Contracting Services for $300,924.

City Council Staff Report

Subject: **Amendment to the Park City Municipal Housing Resolution**
Author: **Housing Team**
Department: **Affordable Housing**
Date: **June 12, 2025**

Recommendation

Consider adopting Resolution 12-2025, Affordable Housing Guidelines, to repeal and replace Park City's existing Housing Resolution 05-2021. Resolution 12-2025 further mitigates the impacts of new development on housing affordability in Park City.

Executive Summary

In 1991, the City Council adopted the first Housing Resolution. Updates to the Housing Resolution have been made over the intervening years as community needs and economic circumstances have changed, with the latest revision adopted in 2021.

At their annual Planning Retreat on February 13, 2025 (Minutes), Council directed the City to change income targeting from Area Median Income (AMI)[1] to Workforce Wage (WFW)[2]. AMI can be a skewed income target due to the high cost of living in Park City, which oftentimes results in AMI being reflective of who can afford to live here rather than who works here. Most of the workforce who commute daily to their jobs cannot afford to live here. To meet the housing needs of more workforce members, Council has chosen to target households at 100% of WFW instead of 80% of AMI. Currently, 100% of WFW is equal to 56% of AMI.

At a subsequent Work Session on April 24, 2025, the City Council reviewed a redlined version of the 05-2021 Housing Resolution and approved additional edits, including:

1. Section 5. 1, 4, & 10 changing annual income target calculations from AMI to WFW.
2. Section 7 to base fee waivers and subsidies on annual income targets in a project.
3. Section 9 to revise targeted unit sizes and occupancy.

A clean version is attached as Exhibit A.

Funding

No funding is required to make these changes.

Exhibits

Exhibit A: Affordable Housing Guidelines, Resolution 12-2025

[1]The Federal Department of Housing and Urban Development (HUD) calculates AMI to establish income limits for housing assistance programs.
[2]Workforce Wage is based on the actual wages of Summit County workers.

Resolution 12-2025

A RESOLUTION TO ADOPT AFFORDABLE HOUSING GUIDELINES AND STANDARDS FOR PARK CITY, UTAH, AND TO REPEAL AND REPLACE RESOLUTION 05-2021 IN ITS ENTIRETY

WHEREAS, the livability and viability of Park City is directly affected by the availability of a sufficient amount of housing affordable to the workforce and residents; and

WHEREAS, the City Council desires to establish policies to ensure a reasonable opportunity for a variety of housing, which bears an essential nexus to maintaining the social, economic, and cultural fabric of Park City; and

WHEREAS, the 2023 Affordable Housing Analysis concluded that housing costs continue to outpace wages in the service sector areas of the resort-based economy and has resulted in making housing unaffordable to the vast majority of the City's workforce; and

WHEREAS, the 2023 Affordable Housing Analysis projects that the Retail, Leisure, and Hospitality employment sectors will continue to drive the demand for additional workforce housing in Park City; and

WHEREAS, it is in the best interest of the community and legitimate government interest to formulate guidelines and standards to establish consistent criteria for review of Master Planned Development applications and Annexation petitions where affordable housing can mitigate the impact of the project on the community; and

WHEREAS, the cost of providing affordable housing should be equitably apportioned based on impact generation, growth inducement, and the underlying goal of providing a diversity of housing types and prices in the community to maintain a healthy economy and population.

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

SECTION 1. ADOPTED HOUSING STANDARDS AND GUIDELINES. The following housing standards and guidelines are hereby adopted. Unless otherwise defined separately herein, all words and terms shall have the same meaning as defined in the Land Management Code, as amended.

SECTION 2. APPLICABILITY. These standards shall apply to all new Housing and Commercial Development created under Title 15, Chapter 6 Master Planned Developments, and Title 15, Chapter 8 Annexation, of the Park City Land Management Code. These standards shall apply to prior agreements on density or configuration unless specifically addressed within Development Agreements.

SECTION 3. PURPOSE. The purpose of this Resolution is to ensure that new development does not adversely affect the supply of affordable housing in the City and to maintain the social, economic, and cultural fabric of Park City. It is intended that the requirements imposed herein are roughly proportionate and reasonably related to the impacts of the Development.

SECTION 4. REVIEW. This Resolution shall be reviewed annually by the City Council to update income targets and ensure that these standards are meeting the City's housing goals and objectives.

SECTION 5. DEFINITIONS.

1. Affordable For Sale Housing: Housing that is priced affordable to households with incomes at or below 125% of Workforce Wage (WFW) which is equal to 80% of AMI or $121,392 in annual income for a family of three in 2025.
2. Affordable Housing Cost: Monthly housing costs that consume no more than 30 percent of a household's income. Housing costs include rent or mortgage, basic utilities, and any Homeowners or Condo Association dues.
3. Affordable Housing Unit or Housing Unit: Dwelling units that are deed restricted to the housing size and type for individuals meeting occupancy guidelines approved by the Park City Council.
4. Affordable Rental Housing: Housing that is priced affordable to households with incomes ranging up to 100% of WFW which is equal to 56% of AMI or $85,646 in annual income for a family of three in 2025.
5. Affordable Unit Equivalent (AUE): 900 SF of Net Livable Space shall be considered one Affordable Unit Equivalent.
6. Annual Compliance Report: A report, as amended from time to time by the City or its designee, required to be provided to the City by each Unit Owner yearly to certify compliance with deed restrictions on a unit.
7. Applicant: A Household that has submitted the required application either for qualification as a Buyer or for placement on the Ownership Waiting List, as the context requires.
8. Assets:
    a. Assets: Anything owned by an individual that has commercial or exchange value. Assets consist of specific property or claims against others, in contrast to obligations due to others.
    b. Gross Assets: Anything which has tangible or intangible value, including property of all kinds, both real and personal; includes among other things, patents and causes of action which belong to any person, as well as any stock in a corporation and any interest in the estate of a decedent; also, the entire property of a person, association, corporation, or estate that is applicable or subject to the payment of debts. Gross Assets shall include funds or property held in a living trust or any similar entity or interest, where the person has management rights or the ability to apply the assets to the

payment of debts. Assets are evaluated at current fair market value, not accounting book value.

c. Household Gross Assets: Combined Gross Assets of the Household.
d. Household Net Assets: Gross Household Assets less Gross Household Liabilities.
e. Net Assets: Gross Assets minus liabilities. Retirement accounts will be reviewed on a case-by-case basis to determine whether or not they shall be included as a net asset.

9. Area Median Income (AMI): Area Median Income is a calculation of annual household income determined by the US Department of Housing and Urban Development (HUD).
10. Attainable Housing: Housing that is priced affordable to households with incomes ranging from 126% to 213% of WFW which is equal to 81% to 120% of AMI or $122,909 to $182,088 in annual income for a family of three in 2025.
11. Capital Improvements: Material improvements or structural changes to a Unit that are more than repairs or cosmetic changes, including changes that would adapt a Unit to a new or different use or materially affect the value or use of the Unit and including, but not limited to all Permitted Capital Improvements.
12. CC&Rs: The Declaration of Covenants, Conditions, and Restrictions, commonly known as the CC&Rs, is a legal document that is filed with the county recorder's office which are part of the governing documents for the project, subdivision or condominium.
13. City Code: The Municipal Code of Park City, Utah, as amended.
14. Deed Restriction: A contract entered into between Park City Municipal Corporation and the owner of real property identifying the conditions for occupancy and resale.
15. Dependent: A minor child (18 years or younger) or other person related by blood or adoption to a Tenant or Owner of a Housing Unit declared as a dependent for federal income tax purposes by such Tenant or Owner, or by Tenant's or Owner's present or former spouse.
16. Developed Residential Property: Property that contains at least one (1) dwelling unit as defined in the Park City Land Management Code.
17. Disability: A physical or mental impairment that substantially limits one or more of a person's major life activities, including a person having a record of such an impairment or being regarded as having such an impairment.
18. Domicile: The place where an individual has a fixed permanent home and principal establishment to which the individual, if absent, intends to return and in which the individual and/or his or her family voluntarily reside not for a special or temporary purpose but with the intention of making a permanent home for a minimum of nine (9) months out of each calendar year.
19. Fixture: 1) A tangible thing which previously was personal property, and which has been attached to or installed on land or a structure thereon in such a way as to become a part of the real property; 2) Any non-portable lighting device built in or attached securely to the structure; 3) The permanent parts of a plumbing system and fixtures.

20. Household: All individuals that are or will be occupying a unit regardless of legal status.
21. Housing costs: Monthly housing costs that consume no more than 30 percent of a household's income. Housing costs include rent or mortgage, basic utilities, and Homeowners or Condo Association dues.
22. Household Income: Combined income of all individuals over the age of 18 who are or will be occupying the unit regardless of legal status. Adjustments to the gross for business expenses can be made for people who are self-employed.
23. Immediate Family: Spouse, siblings, parents and/or offspring, either biologically, by marriage, civil union, or by legal adoption, regardless of age.
24. Income:
    a. Earned Income:
        - Income derived from one's own labor or through active participation in a business and including retirement funds, Social Security benefits, alimony, and child support; and
        - Net income derived from a business or from income-producing property, after reasonable deductions for expenses, depreciation, taxes, and similar allowances.
        - Retirement and/or pension income for Qualified Elderly, regardless of origin, is considered earned within the Park City School District boundaries.
    b. Household Income: Combined Gross Income of all individuals in the Household excluding dependents.
25. Net Livable Square Footage: Calculated on interior living area and measured interior wall to interior wall, including all interior partitions. Also included, but not limited to, habitable basements and interior storage areas, closets, and laundry areas. Exclusions include, but are not limited to, uninhabitable basements, mechanical areas, exterior storage, stairwells, garages (either attached or detached), patios, decks, and porches.
26. Net Worth: The total assets of an applicant that exceed total liabilities, as determined by the City.
27. Option to Purchase: A legal document signed by the Mortgagee, acknowledging the provisions of the Deed Restriction and granting a right to the PCMC or to the Park City Housing Authority to purchase the Housing Unit in default.
28. Owner-Occupied: A Unit that is occupied by the Unit Owner as the Unit Owner's Primary Residence.
29. Park City School District Boundaries: The latest school district boundaries as duly adopted and as reflected on the most current mapping issued by the Utah State Automated Geographic Reference Center school district map.
30. PCMC: Park City Municipal Corporation. As used in this Resolution, PCMC may also mean the Board of Directors of the Park City Housing Authority, or PCMC Staff as the context requires.
31. Permitted Capital Improvements: Capital Improvements made by a Unit Owner to the Unit Owner's Unit with the prior written consent of the City; are completed with

all necessary building permits, including final inspections required by such permits, and deemed completed by the City building department; and that may increase the Maximum Resale Price subject to Section 10.

32. Primary Residence: The place where Domicile has been established as the sole and exclusive place of residence.
33. Residential Unit Equivalent: In accordance with the Park City Land Management Code, Title 15, Section 6-8 Unit Equivalents, one Residential Unit Equivalent (RUE) is equal to 2,000 SF of Multi-Family Dwelling floor area or one single family lot.
34. Sale: For purposes of this Resolution, a sale is the exchange of a Housing Unit for an agreed amount of money not to exceed the Maximum Resale Price in a single transaction in which title to the Housing Unit is transferred to a new Qualified Household.
35. SF: Square Feet.
36. Target Income: The specific household income to be served by affordable or attainable units which is determined by PCMC based on current need at the time units are put in service.
37. Volunteer Community Service: Work which is performed for recognized non-profit community organizations for which no monetary or other material compensation is received.
38. Workforce Wages (WFW): The median wage of the core Park City workforce. Park City Workforce Wage shall be calculated in April of each year and published on the City's affordable housing webpage. It is based on the prior year's wages as reported by the Utah Division of Workforce Services. Workforce Wage is calculated as follows:
    a. Summit County median wage for prior year.
    b. Remove all anomalies such as extremely high or low wages, and calculate a weighted average (number of jobs times monthly wages per job divided by total jobs).
    c. Add six percent for additional earnings such as tips, incentives, bonuses, and overtime as well as investments and non-cash benefits.
    d. Multiply total by 1.5 to account for the average household in Park City having 1.5 workers.

SECTION 6. EXEMPTIONS. The development of affordable housing units that are not part of any housing obligations resulting from a Master Planned Development or an Annexation Agreement are exempt from the requirements of this Resolution. This may also include projects developed by or sponsored by nonprofit organizations and/or projects for which agreements have been carried out that provided affordable housing or land for said purpose.

SECTION 7. FEE WAIVERS AND PROJECT SUBSIDIES. Title 11, Chapters 12 and 13 of the Municipal Code provides that “any part of the fees included in this Title may be waived by the City Council upon recommendation of the City Manager, for those projects which are deemed to serve a beneficial public purpose that would be harmed by the City requiring

the payment of such fees, such as low income housing projects." Pursuant to Title 11, Chapter 13-4(A) of the Municipal Code, the City Council may waive impact fees for construction of affordable housing. Affordable housing projects that fulfill housing obligations resulting from Master Planned Developments or Annexations are not eligible for fee waivers unless the applicant builds more units than required and/or rents/sells the units to very low-income households (below 70% of WFW which is equal to 45% of AMI or $59,952 in annual income for a family of three in 2025.).

Project subsidies and fee waivers are available to non-MPD/Annexation projects on a case-by-case basis. Up to 100% of fees can be waived and up to 20% of project costs subsidized. The actual amount of fee waivers and project subsidies will depend on the household income targeted by the project and approved by the City Council. The goal is to serve households at or below 100% of WFW (equal to 56% of AMI or $85,646 in annual income for a family of three in 2025).

SECTION 8. CALCULATION OF MINIMUM AFFORDABLE HOUSING REQUIREMENTS

A. Residential Development. For projects where dwelling units are offered for sale or rent, the Developer shall provide affordable housing units in an amount equal to twenty percent (20%) of the total RUEs in the project. Affordable Housing Units developed on-site in fulfillment of this requirement are not included in the density calculation for the project.

RESIDENTIAL GENERATION CALCULATION EXAMPLE

An Applicant has received approval for a 128-unit Master Planned Development. The dwelling units are of varying sizes totaling 328,000 SF which equals 164 RUEs.

1. 164 RUEs (total units approved) multiplied by.20 (residential mitigation rate) equals 32.8 Affordable Unit Equivalents (AUEs).
2. One AUE equals 900 SF of net livable space.

The total approved units for this Master Planned Development is 128 market rate units plus 32.8 AUEs equaling 29,520 total net SF of additional livable space.

B. Commercial Development. The Developer shall be required to mitigate 20 percent of the employees generated. For projects with a commercial component, the minimum affordable housing requirements shall be determined according to the following formulas:

Table 1: Employee Generation by Type of Use.

Type of Use	Full-Time Equivalents (1560 hours) per 1,000 Net Leasable SF
Restaurant/Bar	6.5
Education	2.3
Finance/Banking	3.3
Medical Professional	2.9
Other Professional Services	3.7
Personal Services	1.3
Real Estate/Property Management	5.9
Commercial/Retail	3.3
Recreation/Amusements	5.3
Utilities	2.9
Lodging/Hotel	0.6/room
Condominium Hotel	Greater of lodging/hotel calculation or residential mitigation rate
Overall/General	4.4

The Overall/General Type of Use shall apply to any use not listed in the Employee Generation Table if an Independent Calculation is not performed.

EMPLOYEE GENERATION CALCULATION EXAMPLE

An application for a Master Planned Development of 20,000 SF of commercial space and 100 hotel rooms has been submitted. The commercial uses include:

- 10,000 SF of retail space
- 5,000 SF of restaurant/bar space
- 5,000 SF of professional services

Using the above Employee Generation Table, the project with generate 144 FTEs.

- 10,000 SF of Retail at 3.3 FTEs per 1,000 SF equals 33 FTEs.
- 5,000 SF Restaurant/Bar at 6.5 FTEs per 1,000 SF equals 32.5 FTEs.
- 5,000 SF Professional Services at 3.7 FTEs per 1,000 SF equals 18.5 FTEs.
- 100 Hotel rooms at 0.6 FTEs per unit equals 60 FTEs.

144 (total number of FTEs) multiplied by .20 (mitigation rate) equals 28.8 households. 28.8 households divided by 1.5 (workers per household) equals 19.2 AUEs required.

The Developer is required to provide 19.2 AUEs or a total of 17,280 net SF of livable space in addition to approved commercial and hotel density.

C. Reduction of Employee Generation for Institutional/Nonprofit Use. The City Council may reduce the base employee generation rate by up to fifty percent for uses that are "non-commercial or non-residential in nature, which provide educational, social or related services to the community and which are proposed by public agencies, nonprofit agencies, foundations and other similar organizations" upon finding that the benefits/impacts of such Development as they relate to the Community's Critical Priorities and/or General Plan goals outweigh the housing impacts.

D. Independent Calculation. An applicant may submit an independent calculation of the number of FTEs to be generated by a proposed development, to be used in place of the Employee Generation Table. The independent calculation must be described in detail as to formulas used and the basis for those formulas. The City Council may choose to accept the independent calculation if the Council determines the calculation constitutes compelling evidence of a more accurate calculation of employee generation than Table 1: Employee Generation Table. Should the independent calculation not be accepted, then the applicable employee generation factor from the Employee Generation Table shall be applied to the proposed Development. Any acceptance of an Independent Calculation shall be site and use specific, non-transferable, and be memorialized in a Development Agreement between the developer and the City. Such Agreement shall be executed prior to the issuance of any building permit.

E. Redevelopment: Additions and Conversions of Use. Redevelopment or remodeling of an existing structure or a change in use that results in additional employee generation shall require additional housing mitigation. For this Section to apply, the original structure and use must have resulted from an approved Master Planned Development or Annexation Agreement. Any new area or unit or any change in use or amendment to an existing approved Master Planned Development which creates additional Employee Generation as determined in Table 1: Employee Generation by Type of Use shall be subject to a recalculation of housing obligation. Mitigation shall be required for the employees generated by the proposed total square footage (including addition) minus the original employment generation prior to the change. Example 1: a conversion of a 1,000-square-foot. retail establishment with an employee generation rate of 3.3 FTEs per 1,000 SF to a restaurant or bar with a generation rate of 6.5 FTEs per 1,000 SF results in a net increase in 3.2 FTEs and would require additional mitigation. Example 2: a bar-restaurant enlarges their space by expanding the building into a parking area, adding 1,000 SF which is a net increase of 6.5 FTEs and would require additional mitigation.

F. Final Unit Requirement Calculations. The final calculations for the number of affordable units and the rental or sales price for these units shall be made by staff utilizing the calculation formulas in Section 8 and Section 20 of this Housing Resolution. All calculations are subject to approval by the Park City Housing Authority prior to the issuance of building permits for the covered project.

G. PCMC Capital Projects are Exempt. Capital projects completed by the City are for the benefit of the community and as such shall be exempt from housing obligations.

SECTION 9. METHODS TO FULFILL HOUSING OBLIGATIONS

A. Methods of Meeting Minimum Requirements. The following methods, in order of priority, may be used to meet the minimum affordable housing mitigation requirements.

1. Construction of unit(s) on the site on which the development is proposed. Affordable housing units shall be constructed on the project site, unless the developer can demonstrate compelling evidence that an alternative method would result in a better design, enhanced level of affordability or that the construction on-site would adversely affect the design of the project.
2. Construction of the unit(s) within the Park City corporate limits provided such land, site or structure had not been previously deed-restricted for affordability.
3. Dedication of existing units within Park City corporate limits provided such units have not been previously deed-restricted for affordability. Developers may deed restrict units by purchasing an open-market unit, placing a Deed Restriction on that unit, and renting or reselling the unit to a Qualified Household. It is the developer's responsibility to demonstrate approval by

the homeowner's association for the open-market unit proposed for deed restriction, including any limitations on the homeowner's association dues for the Housing Unit. It is the developer's responsibility to demonstrate approval by the jurisdiction in which the proposed unit is located for any unit proposed to be deed restricted to provide Affordable Housing, including approval of the provisions of the deed restriction. Units so deed restricted are subject to all size and construction standards and notes, except that PCMC may consider an exception to the size standards on a case-by-case basis. A developer may request this exception in its Housing Mitigation Plan, or may apply for such exception as an amendment to the Housing Mitigation Plan. Any existing unit which is to be deed restricted must be in a good state of repair and condition. Acceptance of existing units shall be at the sole discretion of the Park City Housing Authority. If accepted by the Park City Housing Authority, existing units must meet the following criteria, unless a variance from these requirements is approved by the Park City Housing Authority:

a. Units must be freshly painted in the interior, and exterior walls shall be freshly painted within one year of approval;
b. All appliances must be in good condition and in working order;
c. Yards and landscaping, windows, heating, plumbing, and electrical systems and equipment shall be in good condition and in working order;
d. Units must meet the Energy Efficiency requirements set out in Section 9.F below;
e. The roof must have a remaining useful life of at least ten (10) years and Units shall meet applicable building codes in effect at the time, pursuant to inspection and approval by a qualified Building Inspector accepted by PCMC;
f. The Applicant shall bear the costs and expenses of any required upgrades as well as any structural/engineering reports required by PCMC to assess the suitability for occupancy and compliance with required standards;
g. To complete an inspection and receive approval for deed restricting an existing unit, the Developer may be required to pay an Inspection Fee to PCMC, which is not refundable. Payment to place deed restrictions on existing units owned by a third party is allowed with the following requirements:
    i. No more than 25% of a housing obligation resulting from a particular Development Agreement may be fulfilled by placing deed restrictions on already constructed units owned by a third party;
    ii. Must demonstrate approval by the homeowner's association for the open-market unit proposed for deed restriction,

including any limitations on the homeowner's association dues for the Housing Unit; and

iii. Units must meet the health, safety and energy efficiency standards set out in this Section 9.A.3.

4. Construction of units outside Park City, but within the Park City School District boundary as it stands on January 1, 2015.
5. Conveyance of land within the Park City School District boundary as it stands on January 1, 2015 provided such land has not been previously deed-restricted for affordability. The developer may elect to (a) convey land to the City or its designee that is of equivalent value to the fee in lieu contributions required under this Resolution, plus an additional 25 percent to cover costs associated with holding, developing, improving, or conveying such land; or (b) convey land to the City or its designee that is of equivalent value (as of the date of conveyance) to that land upon which required units would otherwise have been constructed and properly zoned such as to allow construction of at least that number of units for which the obligation of construction is being satisfied by the dedication of the land. Land conveyance shall occur prior to the issuance of any building permit for the free market portion of the development. Should the City Council later elect to sell the land, all proceeds from the sale of the land shall be placed in a dedicated housing fund.
6. Payment of Fees in Lieu of Development. If the Park City Housing Authority determines that (a) no other alternative is feasible, or (b) such a payment would result in more immediate development of housing, or (c) such a payment would leverage additional resources, then a Payment of Fees in Lieu of Development may be accepted. The collected funds may only be expended for projects located within the corporate limits of Park City or within the Park City School District boundary as it stands on January 1, 2019. The In Lieu Fee shall be based on the actual cost of construction in the prior year. Updates may occur more frequently at the request of the City Council to reflect changing real estate conditions. Any Fees in Lieu collected and any interest accrued shall be used only for the purpose of planning for, subsidizing, or developing affordable housing.

B. Unit Types: The distribution of dwelling unit types that meet the deed restricted affordable unit requirements of this section shall be as follows:

1. Single-Family: In developments where only single-family detached dwelling units are being produced, the required on-site Affordable Unit Equivalents shall also be single-family detached dwelling units.
2. Multi-Family: In developments where only multi-family buildings are being produced, the required on-site Affordable Unit Equivalents shall also be within the multi-family building or buildings.

3. Mixed: In developments where there is a mix of dwelling unit types such as: detached single-family, townhomes, duplexes or attached single-family, or multi-family condominium or apartment buildings, or other types of units, the required on-site Affordable Unit Equivalents shall also be a mix in the same proportion as the market rate dwelling units.
4. Alternative Distribution Ratios: Different unit distribution among the Affordable Unit Equivalents may be permitted by the Park City Housing Authority on a case-by-case basis if doing so would accomplish additional benefits or result in a better design than not using the distribution of units provided for in this section.

C. Square Footage and Occupancy Standards: To assure livability and to calculate costs based on occupancy, the standard net leasable square footage for affordable units and number of occupants per unit type shall be as follows:

UNIT TYPE	MINIMUM SF	MAXIMUM SF	OCCUPANCY
Micro Unit/Studio	250	499	1
1 Bedroom	500	699	2
2 Bedroom	700	899	3
3 Bedroom	900	1,099	4
4 Bedroom	1,100	1,400	6

1. Minimum square footage is the actual minimum square footage allowed to be constructed or otherwise provided per use under the provisions of the Park City Land Management Code.
2. All newly constructed, deed restricted Affordable Housing Units must comply with the applicable building codes in effect in Park City and with all rules, regulations and codes of all governmental bodies and agencies having jurisdiction.
3. All deed restricted Affordable Housing Units must have a fully equipped kitchen (Sink, Refrigerator, Stove Top, Microwave) and a full bathroom (Sink, Shower/Tub, and toilet), areas for living and sleeping and designated areas for storage. Areas designated for sleeping and/or bedrooms shall be a minimum of 100 SF, with a minimum width of 10 feet. PCMC shall be the final judge of the adequacy of facilities provided in the unit.
4. Any deviation from these standards shall be approved by Park City Housing Authority as part of the applicable Affordable Housing Mitigation Plan. The Building Department prior to the issuance of any building permits for either the free market or employee housing component of the project must verify square

footage. The Building Department may check the actual construction of the Affordable Housing Units.

D. Seasonal Units. Pursuant to the applicable City codes, an applicant for a development may, at the sole discretion of the City and subject to certain requirements, satisfy the employee housing requirements by provision of dormitory/Single Room Occupancy (SRO) units designed for occupancy by seasonal employees. The dormitory/Single Room Occupancy (SRO) units must satisfy all requirements of the applicable Guidelines and shall be required to meet the following minimum standards:

1. Occupancy of a dormitory unit shall be limited to no more than 8 people.
2. There shall be at least 150 SF of net livable square footage per person.
3. At least one bathroom shall be provided for shared use by no more than four people. The bathroom shall contain at least one toilet, one wash basin, one bathtub with a shower and a total area of at least 60 net livable SF.
4. A kitchen facility or access to a common kitchen or common eating facility shall be provided subject to the Building Department's approval and determination that the facilities are adequate in size to service the number of people using the facility.
5. Use of 20 net leasable SF per person of enclosed storage area located within, or adjacent to, the unit.
6. Rents for dormitory units will be approved by the Park City Housing Authority in conjunction with approval of the Housing Mitigation Plan.

E. Special Needs Emergency/Transitional Housing. Pursuant to the applicable City codes, an applicant for a development may, at the sole discretion of the City and subject to certain requirements, satisfy a portion of its employee housing requirements by provision of special needs emergency/transitional housing units through either direct construction, land donation or the donation of existing units. There must be a quantified, demonstrated need for the emergency/transitional housing within the Park City boundaries. The housing must be developed in collaboration with a federally recognized, 501(c)(3) nonprofit organization. The housing must comply with all applicable local, state and federal requirements. Given the unique and varied characteristics of the population to be served, the rents for emergency/transitional housing must be approved in advance by the Park City Housing Authority.

F. Minimum Green Building Requirements. All appliances and fixtures, including light bulbs, shall be Energy Star qualified products for all new construction or substantial rehabilitation. Developers are encouraged to meet the guidelines and goals of the City's Net Zero Building Program.

G. Affordable Unit Amenities. Affordable units may differ from the market units with regard to interior amenities and gross floor area provided that:
    1. These differences, excluding differences related to size differentials, are not apparent in the general exterior appearances of the project's units;
    2. These differences do not include insulation, windows, heating systems, and other improvements related to the energy efficiency of the project's units; and
    3. The gross floor area of the affordable units is not less than the minimum requirements listed in Section 9.C above, unless waived by the City.

H. Homeowners Association Dues in New Construction
    1. Affordable/Employee units within Market Buildings. To protect the affordability of the Affordable Housing Units within a market building, the CCRs shall state that the Affordable Housing Unit shall only be assessed monthly dues and other shared assessments based on whichever of the following two (2) formulas result in the lower cost or option C:
        a. Size: the pro rata shares of the assessments based on the size of the Affordable Housing Unit in SF as compared to the total size of all the other units in the development; or
        b. Par Value: The Affordable Housing Unit pays a pro rata share based on its initial list price at the initial sale of the unit compared to the aggregate initial list price at the initial sale of all units in the project. This method is preferred for units mixed within market units to recognize the Affordable Housing Units are not substantially the same as market units. For the avoidance of doubt, any subsequent reduction or increase in list price or a discount or premium on the listing price to a particular purchaser shall not influence, or cause a recalculation of, the par value of the particular unit or the total value of all units in the project. Example: if an Affordable Housing Unit was initially listed at a price of $150,000 dollars for the initial sale of the unit, and the total initial list price of all units in the complex at their initial sale was $2 million dollars, then the Affordable Housing Unit would pay a ratio of 7.5% of the community's total HOA fees. This calculation would not change if an individual purchased a unit for a price less or more than $150,000 dollars or upon resale of the unit.
        c. Separate HOA: Affordable Housing Units within market rate developments may have the option to create their own separate HOA to determine their fees and assessments separate from the market rate units within the same development. Refer to Section 2 below to see the procedure for 100% affordable properties.

2. Affordable/Employee units within 100% affordable properties: The CCRs of the homeowner's association shall state that the annual common operating assessment shall not exceed one- and one-half percent (1.5%) of the initial list price of the Affordable Housing Unit. If utilities for individual units are included in HOA dues, then the dues less the cost of utilities for individual units may not exceed 1.5% of the initial list price.

HOA DUES CALCULATION EXAMPLE

List price of an Affordable Housing Unit is $300,000. Annual common operating assessment for this unit shall not exceed $4,500 ($300,000 x .015) or $375 per month.

Exceptions or changes to this rule may be granted by (i) the affirmative vote of no less than 67% of the owners or, (ii) after delivery by the HOA to the Housing Authority of a letter justifying the necessity of the excess increase to the Housing Authority's satisfaction in its sole discretion, by an affirmative majority vote of the Housing Authority.

3. Limits to Annual Increases. The CCRs of the homeowner's association shall state that annual increases in common operating assessments shall not exceed 4% of the prior year's assessment. Exceptions to this rule may be granted by (i) the affirmative vote of no less than 67% of the owners or, (ii) after delivery by the HOA to the Housing Authority of a letter justifying the necessity of the excess increase to the Housing Authority 's satisfaction in its sole discretion, by an affirmative majority vote of the Housing Authority.
4. Special Assessments. The CCRs of the homeowners association shall state, in market buildings that include Affordable Housing Units, that Special Assessments must be apportioned to the Affordable Housing Units in accordance with the size of the unit or based on par value whichever is less calculated in accordance with the formula set forth in H.1. of this section. In properties that are made up of 100% Affordable Housing Units, Special Assessments must be approved by no less than 67% of the owners. If less than 67% of the owners vote for the Special Assessment and then a presentation can be given to the Housing Authority in the form of a letter detailing the need for the Special Assessment, the Housing Authority may, in its sole discretion, approve the Special Assessment by an affirmative majority vote. Exceptions to this rule may be granted by an affirmative majority vote of the Housing Authority.

SECTION 10. DEED RESTRICTION. Prior to the plat recordation, provisions to ensure continued affordability of affordable and attainable units shall be embodied in legally binding deed restrictions, which shall be recorded to meet the requirements outlined in this Resolution. PCMC Staff shall provide the Developer with template deed restriction documents for review. The deed restrictions shall not be recorded until reviewed and

approved by the City Attorney with such modifications as may be deemed necessary to carry out the purpose of this Resolution. In addition, prior to issuance of any Certificate of Occupancy, the deed restrictions shall be amended, if necessary, to reflect changes approved by PCMC and governing bodies which may have occurred during construction or conversion of the units(s) (e.g., net livable square footage). Deed restrictions must meet the requirements of the Park City Municipal Land Management Code in addition to the general requirements of this Resolution. No building permit application shall be accepted in the absence of proof of the execution of required agreements and covenants. The deed restriction shall specify:

A. The definition of a "Qualified Buyer" and/or a "Qualified Renter".

B. For sale units must be owner occupied.

C. The Unit Owner of owner-occupied units shall not rent or lease all or any portion of their Units, including nightly rentals; provided, however, that only with the prior written consent of the City, Unit Owners may rent or lease their Units under the following circumstances:

1. Subject to other zoning and land use regulations, each Unit Owner may rent out a portion of his or her Unit to a roommate for a minimum term of six (6) months, and the amount of respective rent a Unit Owner may charge such roommate per month shall not exceed forty-five percent (45%) of the sum of the mortgage payment, project association assessments, and utilities owed per month for such Unit.
2. At a rate determined by the City after accounting for the Unit Owner's costs, a Unit Owner may rent out the Unit Owner's Unit for a period not to exceed twelve (12) months if the Unit Owner is unable to Sell the Unit after one-hundred-and-twenty (120) days of Reasonable Effort. The option to rent under this Subsection shall not be exercised by any Unit Owner more than once.
3. At a rate determined by the City after accounting for the Unit Owner's costs, a Unit Owner may rent out the Unit Owner's Unit if the Unit Owner is required to relocate for a period not to exceed two (2) years by the Unit Owner's employer; for religious, civic, or community service; or for military service.
4. Other circumstances as may be required by law.

D. The process for resale of the unit shall be in accordance with this Housing Resolution.

E. The method of calculation of the allowed Maximum Resale Price ("MRP"). MRP shall include:

1. An increase in price of three percent (3%) per year from the date of purchase to the date of Owner's notice of intent to sell (compounded annually and prorated at the rate of .25 percent per each whole month of any part of a year).

2. PLUS, the costs of Qualified Capital Improvements as defined, not to exceed five percent (5%) of the MRP for the current owner or as determined by PCMC on a project specific basis provided that:
    a. Improvements are pre-approved by PCMC prior to commencement of any work or installation.
    b. Proof of homeowner's association approval must be provided to PCMC prior to commencement of work.
    c. Improvements must be properly permitted and inspected by the Park City Municipal Corporation Building Department if applicable.
    d. Improvements are documented by the Owner and submitted to PCMC via final detailed paid invoices.
3. LESS, the Depreciation on Permitted Capital Improvements
4. LESS, any costs to bring unit up to Minimum Standards for MRP.

F. The Housing Unit may be used in a Home Occupation if:
1. Proof of compliance with the Park City Municipal Code, as amended, or its successor document, is provided to PCMC.
2. HOA approval of the specific Home Occupation is filed with PCMC, if applicable.
3. The business holds a current PCMC business license.
4. The business holds current state and federal tax identification numbers, if applicable.

G. PCMC does not make any guarantees of the Owner's ability to sell the Housing Unit for its MRP or rent the Housing Unit for the Maximum Rent Allowed.

H. Violation of any of the covenants, conditions and terms of the Deed Restriction shall also be a violation of the Housing Resolution whether or not a corollary provision exists.

I. An Option to Purchase shall be granted by the Lender to PCMC to redeem the Housing Unit in the event of default by purchasing the unit from the holder of the trustee's deed at the redemption price plus reasonable costs of the holder.

J. The Deed Restriction shall be binding on all Owners, successors and assigns including any holder of a deed in lieu of foreclosure.

K. The Deed Restriction, Option to Purchase, and any amendments thereto must be recorded in the property records of Summit County. The original executed and recorded documents must be returned to PCMC for their files.

L. Deed Restrictions may not be transferred off the property unless otherwise approved through the Park City Housing Authority.

M. All Deed Restrictions must be approved by PCMC. No modification or amendment to the Deed Restriction shall be effective unless agreed to in writing by PCMC.

SECTION 11. TIMING OF OCCUPANCY. The affordable units shall be ready for occupancy no later than the date of the initial or temporary occupancy of the free-market portion of the project. If the free-market units are to be developed in phases, then the affordable housing can be developed in proportion to the phasing of the free-market units as approved in the Housing Mitigation plan.

SECTION 12. APPLICABILITY OF RESOLUTION TO PRIOR APPROVALS OR PENDING APPLICATIONS.

A. Prior Development Agreements. Developments, which received development plan approvals prior to the adoption of this housing resolution, shall conform to the provisions of the resolution in place at the time of applicable complete application. Any modifications to an existing Development Agreement that results in an increase in housing units or employee generation shall be subject to the provisions of this Resolution.
B. Prior Annexations. Unless otherwise provided in Conditions of Approval or a Development Agreement, developments subject to affordable housing requirements imposed by annexation agreements entered into prior to the effective date of this Resolution may develop in conformity with the Resolution in place at the time the Annexation Agreement was approved.
C. Pending Project Approval Actions. Developments for which complete applications were filed prior to the effective date of this Resolution, but have not been reviewed by the appropriate body, must conform to the Resolution in place at the time of application.

SECTION 13. HOUSING MITIGATION PLAN. The Applicant shall submit a Housing Mitigation Plan. The Housing Mitigation Plan shall be developed using the Housing Mitigation Checklist, reviewed by the Planning Commission as part of the application to the City for the Annexation or Master Planned Development with a recommendation forwarded to the City Council. The Housing Mitigation Plan shall include the following:

A. Calculation and Method. The calculation of, and method by which housing is to be provided, in compliance with Section 8 “Calculation of Minimum Affordable Housing Requirement” and Section 9 “Methods to Fulfill Housing Obligations.”
B. Unit Descriptions. If affordable housing units are to be developed, a site plan and building floor plans (if applicable), illustrating the number of units proposed, their location, the number of bedrooms in and square footage of each unit, and the rental/sale mix of the development. The proposed sale prices and rent levels shall also be included.

SECTION 14. CONSTRUCTION TIMING.

A. Construction of Market Units. Affordable units shall be made available for occupancy on approximately the same schedule as a project’s market units; except

that Certificates of Occupancy (temporary or permanent) for the last ten percent of the market units shall be withheld until Certificates of Occupancy have been issued for all the affordable units. Other phasing agreements may be accepted, if doing so would accomplish additional benefits for the City consistent with the purposes of this Resolution. A schedule setting forth the phasing of the total number of units in a covered project, along with a schedule setting forth the phasing of the required affordable units shall be approved prior to the issuance of a building permit.

B. Fulfillment in Advance of Obligation. Affordable units may be completed in advance of development that triggers an affordable housing obligation. In instances where a residential or commercial developer wants to build and deed restrict units in advance of incurring an affordable housing obligation, the units will be valued as to number of AUEs under the Housing Resolution in existence at the time the market development occurs. The future development shall be identified within the recorded deed restriction document. The units shall be built in accordance with the prevailing Land Management Code and deed restricted at the time of approval. The total square footage of deed restricted units will be converted to Affordable Unit Equivalents in compliance with the Housing Resolution in effect at the time a plat is approved for the development that triggers the housing obligation. If for some unforeseen reason, the development triggering the obligation is not completed, the City will entertain a request that the recorded deed restrictions on the affordable units be removed.

SECTION 15. GOOD FAITH MARKETING REQUIRED. All sellers or owners of deed restricted affordable units shall engage in good faith marketing efforts each time a deed restricted unit is rented or sold such that members of the public who are qualified to rent or purchase such units have a fair chance of becoming informed of the availability of such units. A public marketing plan shall be submitted by the developer for the initial sale or lease of the units.

SECTION 16. HOUSEHOLD QUALIFICATIONS. Qualified Households must meet, employment requirements, income limits, residency standard, property ownership standard, and net worth limits.

A. Employment Requirement: Qualified Households must include a minimum of one adult in his or her Household who meets one of the following criteria:
    1. A full-time (aggregate of 30 hours of employment per week) employee of one or more entities located within the Park City School District Boundaries for a minimum of two years; or
    2. An owner of a business or entity with a primary place of business within the Park City School District Boundaries for a minimum of two years; or
    3. A full-time (aggregate of 30 hours of employment per week) worker who is self-employed or works out of their home and can provide proof that a minimum of 75% of their clients are based within the Park City School District Boundaries for a minimum of two years.

4. Remote work will only be considered if the applicant has been a local, Park City resident for a minimum of five years prior to application.
5. Qualifying Volunteer Hours: Up to ten percent (10%) of the required employment hours may be filled by verifiable Volunteer Community Service within the boundaries of the Park City School District.
6. Exemptions. Those who have been determined by PCMC to be Qualified Retired or Qualified Disabled prior to application for ownership or rental, as well as Immediate Family of a Qualified Employee are exempt from the required employment hours.
    a. Qualified Disabled: A person who is unable to work or does not have a work history required due to a disability as defined by the Americans with Disabilities Act.
    b. Qualified Retired: Those who are 65 years or older may apply to be Qualified Retired by providing a verifiable history of employment meeting the ownership or rental occupancy Employment Requirements for at least two (2) years immediately prior to retirement.

B. Earned Income Limits: Household income limits vary depending on the type of housing. Income limits adjust annually with changes in WFW.
    1. Households in rental units can earn no more than 100% of WFW, which is equal to 56% of AMI or $85,646 in annual income for a family of three in 2025. Limits vary with household size.
    2. Households buying affordable units can earn no more than 125% of Workforce Wage (WFW), which is equal to 80% of AMI or $121,392 in annual income for a family of three in 2025. Limits vary with household size.
    3. Households buying attainable units can earn no more than 260% of WFW which is equal to 150% of AMI or $222,679 in annual income for a family of three in 2025. Limits vary with household size.

C. Residency Standard: Applicants purchasing or renting a deed restricted unit must occupy the Housing Unit, as their sole and primary residence.

D. Property Ownership Standard
    1. At the time of application, a Household may own other undeveloped or developed residential or commercial property. The fair-market value less remaining mortgage loan against such property will be taken into consideration when determining Household Net Assets.
    2. Ownership of undeveloped or developed residential or commercial property is restricted.
        a. The Household will be required to sell the property prior to closing on the deed restricted Housing Unit.
        b. Households that desire to acquire improved property or vacant land after taking ownership of a Housing Unit must sell the Housing Unit to

a Qualified Individual prior to any acquisition of additional undeveloped or developed residential or commercial property.

E. Net Worth Limits
   1. The combined Net Worth of the persons eighteen years of age and older in the Household shall not exceed four times the annual income for the household. Assets include business assets, real estate, stocks, bonds, cash and retirement accounts. See "Definitions" for further information.
   2. A one-time gift of up to thirty percent (30%) of the Housing Unit purchase price used for the purchase of a Housing Unit will be considered in Net Assets, and not as Income, for the purposes of initial qualification.
   3. Disposition of Assets – Any member of a Household who has assigned, conveyed, transferred or otherwise disposed of property or other assets within two (2) years prior to purchase, without fair consideration in order to meet the net asset limitation or the property ownership limitation shall be ineligible.

F. Household Size – The total number of people in a Household shall comply with Park City Building Code regarding occupancy limits based on square footage.

SECTION 17. APPLICATION PROCESS.

A. Pre-Application: Selection for future sales and resales of units will be made utilizing an established waitlist. People wishing to be placed on the waitlist must complete the online pre-application.

B. Full Application: When a waitlist applicant is interested in purchasing a unit that becomes available, the applicant will be requested to submit a Full Application in the form provided by PCMC. In addition, PCMC may request any combination of documentation reasonably related to proof of income, assets, and employment. The Full Application includes a release of information form which must be signed by the Household so that PCMC may obtain such information. The Full Application also includes a sworn statement of the facts contained in the application.

C. Verification of Qualification: Verification of Qualification and Eligibility Standards will be completed once a Full Application is received. Full Applications are not accepted on a rolling basis. The City will notify those on the waitlist when applications are being accepted and for what property or project.

D. Misstatement of Fact or Deliberate Fraud: Any material misstatement of fact or deliberate fraud by the Household in connection with any information supplied to PCMC shall be cause for immediate expulsion from the application process and/or forced sale or vacation of the Housing Unit. In addition, any material misstatement of fact or deliberate fraud by the Household shall be considered as intent to commit affordable housing fraud as defined in City Code § 8-3-6. Ordinance 14-47 was

ratified to “ensure that any fraud and unjust enrichment in the process is stopped and that buyers, sellers, and other intended beneficiaries of deed restricted affordable housing are protected from any fraudulent acts or statements.” A violation of City Code § 8-3-6 is subject to criminal prosecution.

E. Confidentiality: All personal and financial information provided to PCMC will be kept strictly confidential, except as follows:
   1. Signed contracts between the Applicant or Household and PCMC including but not limited to Contracts to Purchase a Housing Unit, Deed Restrictions, any document to be recorded with the sale of the Housing Unit along with the Deed Restriction, and any document that would customarily be a matter of public record in the property records of the applicable jurisdiction;
   2. The names and lottery positions of all persons who have participated in any ownership lottery held by PCMC;
   3. Any other information that a court of competent jurisdiction rules must be released under the Freedom of Information Act or the Utah Government Records Access and Management Act;
   4. Personal and private information necessary for an independent audit of PCMC records, provided such person or entity provides authorization; and
   5. Personal and private information to the extent PCMC determines the information is necessary for its deliberation of a request for an Exception or for consideration during a violation hearing.
   6. Third Party Verification: PCMC may require third-party verification for all self-employed Applicants at initial qualification and during compliance checks. PCMC may also employ outside accounting expertise to evaluate the reasonability of an Applicant’s or Household’s representations of Income and Assets.

SECTION 18. CALCULATION OF SALE PRICE. The Sale Price for a targeted household income shall be calculated according to the following guidelines: mortgage payment for the owner-occupied unit including principal, interest, taxes and insurance (“PITI”), and HOA Operating Dues shall not exceed 30% of the Target Household Income. The assumptions used to calculate the sales price shall be: (i) a 5% down payment; (ii) a 30-year term; and (iii) an interest rate equal to the prevailing FirstHome rate, or its program equivalent, of the Utah Housing Corporation (www.utahousingcorp.org) at the time of the offer.

SECTION 19. RENTAL PROCEDURES. In cases where rental of Housing Units is allowed, the general Rental Procedures contained in this section are required.

A. Standards for the rental of Housing Units:
   1. Affordability Standards are based on Maximum Rental Rates which are thirty percent (30%) of Household Income for the target group.
   2. Maximum Rental Rates may include the cost of utilities and HOA fees. The owner shall submit a lease which includes the proposed monthly rental rate

along with proof of utility costs to PCMC staff. PCMC staff will evaluate the lease and either approve or deny the rental rate proposed based on the standards established herein.

3. Rental rates shall apply whether the units are furnished or unfurnished.
4. The Owner of Affordable Housing rental units, at its cost and expense, must keep and maintain the interior and exterior of the total structure (including all residential units therein) and the adjacent open areas in a safe and clean condition and in a state of good order and repair, reasonable wear and tear and negligent or intentional damage by tenants excepted.

B. Tenants:

1. All tenants shall meet the employment qualifications found in Section 16.
2. PCMC Staff shall certify the qualification of all Tenants prior to tenancy and/or the signing of a lease.
3. Tenants shall meet the Income Eligibility Criteria designated by the Housing Unit's Income Eligibility at time of tenancy.

C. Leases: Occupancy of Housing Units must be memorialized by a written Lease.

1. Leases must include reference to applicable provisions of the Deed Restriction including but not limited to restrictions on rental rates.
2. Leases must be for a minimum of six (6) months with a maximum of twelve (12) calendar months.
3. Executed copies of Leases shall be on file with PCMC at all times during the period in which rental of the Housing Unit is required or has been approved.

D. Lease Renewal: At the time of any Lease renewal, Maximum Rental Rate may be adjusted up or down in conformity with amendments to this Resolution.

E. Requirements for Occupancy of a Room or Portion of a Housing Unit

1. Unit Owner may charge such roommate an amount per month not to exceed forty-five percent (45%) of the sum of the mortgage payment, monthly association operating assessments, and utilities owed per month for such Unit.
2. A Lease between Owner and Tenant must be executed and filed with PCMC.

SECTION 20. TERM OF AFFORDABILITY. The Term of Affordability shall be for a period of not less than forty (40) years. At the expiration of the initial forty (40) year term, Affordable Housing Units shall be renewed for additional consecutive ten (10) year terms, unless the City shall determine, based on an independent housing needs assessment, that the Unit is no longer necessary to satisfy the affordable/employee housing needs in Park City. If the City makes no such determination, the Term of Affordability shall automatically renew for one or more additional consecutive ten (10) year terms.

SECTION 21. WAIVERS. The City Council may waive all or part of the requirements of this

Resolution in exchange for enhanced project affordability or livability including but not limited to the incorporation of sustainable building practices and systems in the unit design and development.

SECTION 22. ADMINISTRATIVE RELIEF. The City Council may waive all or part of the requirements of this Resolution where the applicant can establish by clear and convincing financial data and other evidence relating to the character of the development or surroundings that the imposition of the requirements set forth in this Resolution shall create an economic hardship. The Council shall use the same standards that apply to historic properties in making a determination of economic hardship. A waiver under this section shall be granted only to the extent necessary to relieve the hardship or difficulty that serves as the basis for the requested waiver and shall not be considered precedent for future requests for administrative relief.

SECTION 23. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision, and such holding shall not affect the validity of the remaining portions of the Resolution.

SECTION 24. EFFECTIVE DATE. This Resolution shall take effect upon adoption by the City Council. All prior Housing Resolutions and parts of Resolutions in conflict with the provisions of this Resolution are hereby repealed. This Resolution repeals and replaces all prior housing resolutions including Resolutions 37-91, 8-93, 6-94, 7-95, 17-99, 10-2006, 20-07, 25-12, 02-15, 13-15, 03-2017, 25-2020, and 05-2021.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Nann Worel

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

City Attorney's Office

City Council Staff Report

Subject: Enterprise Resource Planning Software Replacement
Author: Mindy Finlinson, Finance Manager
Department: Finance
Date: June 12, 2025

Recommendation

Consider authorizing the City Manager to execute an amended agreement with Tyler Technologies, in a form approved by the City Attorney, to add three additional components to the existing integrated financial enterprise resource planning software, not to exceed $256,425.

The additional components are Human Resources Management, Enterprise Asset Management, and Pattern Stream (budget book document system). The financial terms are:

- Annual Software Service fee of $85,863.
- One-time implementation fees of $170,562 – billed in a phased approach and span multiple years until all modules are implemented.
- Year one would be a maximum total cost of $256,425.

When the City originally approved the ERP system upgrade with Tyler Technologies, the focus was on addressing the most immediate operational needs. Now that Phase 1 is complete and other modules are actively being implemented, it is appropriate and timely to add the remaining integrated components. Introducing these modules at this stage reflects both operational readiness and organizational capacity to adopt them successfully.

Executive Summary

On July 27, 2023, the City Council approved the necessary operational upgrade for a new Enterprise Resource Planning (ERP) software contract with Tyler Technologies. This system replaces the City's current financial reporting system and associated modules and customer interfaces for the first time in 17 years.

Enterprise ERP is a powerful enterprise resource planning solution that integrates financials, payroll, purchasing, revenue streams, civic services, and community engagement platforms. The system can help break down departmental data and customer service silos, streamline regulatory processes, eliminate duplicate data entry, and improve public access to information.

Implementation of Enterprise ERP is a major undertaking taking place over 2-3 years from start to finish. A phased implementation is currently underway:

- *Phase 1: Financials* - completed with a go-live date on April 1, 2025;
- *Phase 2: Utility Billing* - currently underway (12-18 month implementation);
- *Phase 3: EnerGov Permitting and Licensing* began in June 2025.

Analysis

The new system solves many of our previous concerns:

- Regularly updated to deal with cyber-security concerns.
- More reliable and scaled to numerous City departments.
- Mobile apps to increase work productivity and offer services while in the field.
- Allow for greater internal transparency, including:
  - Better reporting capabilities.
  - The Executive Insights Dashboard is a configurable data analysis tool. Within the Dashboard, you can monitor the metrics you care about, filter and drill down into data, and share insights across the organization.
- Provides an opportunity to improve business processes and modernize operations.

The additional modules this amendment allows us to onboard are:

- Human Resources Management
- Enterprise Asset Management
- Pattern Stream – budget document system

Current Contract	Amended Contract
Financial Management	**Human Resources Management**
Accounting	Payroll with Employee Access
Accounts Payable	Time & Attendance w Mobile Access
Budgeting	**Enterprise Asset Management**
Capital Assets	Asset Maintenance & Performance
Cash Management	Data Insights
Contract Management	**Pattern Stream**
eProcurement	Budget Book Builder – document sys.
Inventory	
Project & Grant Accounting	
Revenue Management	
Accounts Receivable	
General Billing	
Utility Billing	
Civic Services	
Enterprise Permitting & Licensing	
Civic Access - Community Development	
Community Development Suite	
e-Reviews	
Data Insights	
Reporting with Executive Insights	

Funding

Funding is already allocated in the FY26 IT department budget.

Exhibits

Exhibit A – Contract Amendment

AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the City of Park City, Utah, with offices at 445 Marsac Avenue, Park City, Utah 84060 ("Client").

WHEREAS, Tyler and Client are parties to an agreement dated February 19, 2024 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and Client agree as follows:

1. The items set forth in the sales quotation attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the first day of the first month following the Amendment Effective Date and, notwithstanding anything to the contrary in Exhibit 1, ending coterminous with the SaaS Term as defined in the Agreement. Payment of fees and costs for such items shall conform to the following terms:

    a. The annual SaaS fees payable under the Agreement shall be increased in the amount of $73,263, for the Tyler Software added herein. The first year's annual SaaS Fees shall be invoiced on the first day of the first month following the Amendment Effective Date, prorated for the time period commencing on such date and ending concurrently with the Client's annual SaaS Term under the Agreement. Subsequent SaaS Fees shall be invoiced in accordance with the terms of the Agreement.

    b. Fixed-fee conversions are invoiced 50% upon initial delivery of the converted Data, by conversion option, and 50% upon Client acceptance to load the converted Data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.

    c. Unless otherwise provided herein, services identified at Exhibit 1 and added to the Agreement pursuant to this Amendment, along with applicable expenses, shall be invoiced as provided and/or incurred.

    d. Fees for Third-Party Services are invoiced as delivered, along with applicable expenses, at the rates set forth in the Investment Summary.

    e. Third-Party SaaS Services fees are invoiced on an annual basis, commencing with availability of the respective Third-Party SaaS Services. Pricing for the first year of Third-Party SaaS Services is indicated in the Investment Summary. Unless express stated otherwise, pricing for subsequent years will be at then-current rates.

2. Your use of Pattern Stream software and services is subject to the terms found here: https://www.tylertech.com/terms/finite-matters-ltd-consolidated-terms. By signing a Tyler Agreement or Order Form, or accessing, installing, or using Pattern Stream software or services, you agree that you have read, understood, and agree to such terms.

3. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

4. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

By:_____

Name:_____

Title:_____

Date:_____

City of Park City, Utah

By:_____

Name:_____

Title:_____

Date:_____

Approved as to form:

_____

City Attorney's Office

Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Amendment Investment Summary is effective as of the Amendment Effective Date, despite any expiration date in the Amendment Investment Summary that may have lapsed as of the Amendment Effective Date.

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Quoted By:	Chris Deroche
Quote Expiration:	08/09/25
Quote Name:	City of Park City - ERP - EERP HCM/EAM
Quote Description:	EERP HCM EAM 4.11.25
Saas Term	1.00

Sales Quotation For:

City of Park City
445 Marsac Ave

Park City UT 84060-5122

Shipping Address:

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Human Resources Management			
Human Resources & Talent Management	1	128	$ 6,006.00
Payroll with Employee Access	1	240	$ 8,713.00
Recruiting	1	16	$ 1,376.00
Time & Attendance w Mobile Access - Up to 350 Employees	1	128	$ 13,884.00
Enterprise Asset Management			
Asset Maintenance & Performance - Per User	39	208	$ 37,284.00
Data Insights			
Enterprise ERP EAM Insights	1	0	$ 3,500.00
Enterprise ERP Payroll & HR Insights	1	0	$ 2,500.00
TOTAL		**720**	**$ 73,263.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Applicant Tracking Import Hours	8	$ 155.00	$ 624.00	$ 616.00	$ 0.00
Executive Insights Implementation	1	$ 4,800.00	$ 0.00	$ 4,800.00	$ 0.00
Payroll Accruals Import Hours	8	$ 155.00	$ 624.00	$ 616.00	$ 0.00
Payroll Deductions Import Hours	12	$ 155.00	$ 936.00	$ 924.00	$ 0.00
Payroll Employee Master Import Hours	12	$ 155.00	$ 936.00	$ 924.00	$ 0.00
Position Control Import Hours	8	$ 155.00	$ 624.00	$ 616.00	$ 0.00
State Retirement Tables Import Hours	8	$ 155.00	$ 624.00	$ 616.00	$ 0.00
Conversions – See Detailed Breakdown Below				$ 12,150.00	$ 0.00
Project Management	180	$ 155.00	$ 0.00	$ 27,900.00	$ 0.00
Onsite Implementation	180	$ 155.00	$ 0.00	$ 27,900.00	$ 0.00
Remote Implementation	540	$ 155.00	$ 0.00	$ 83,700.00	$ 0.00
TOTAL				**$ 160,762.00**	**$ 0.00**

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS
Pattern Stream Automated Document System - Implementation	56	$ 175.00	$ 0.00	$ 9,800.00	$ 0.00	$ 0.00	$ 0.00
Pattern Stream Automated Document System - SaaS	1	$ 0.00	$ 0.00	$ 0.00	$ 12,600.00	$ 0.00	$ 12,600.00
TOTAL				**$ 9,800.00**			**$ 12,600.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00

Total SaaS	$ 0.00	$ 73,263.00
Total Tyler Services	$ 160,762.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 9,800.00	$ 12,600.00
Summary Total	**$ 170,562.00**	**$ 85,863.00**
Contract Total	**$ 256,425.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Enterprise Asset Management				
Asset Maintenance	1	$ 10,000.00	$ 5,000.00	$ 5,000.00
Human Resources Management				
Human Resources Management	1	$ 14,300.00	$ 7,150.00	$ 7,150.00
	TOTAL			**$ 12,150.00**

Optional Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Enterprise Asset Management			
Asset Performance Implementation	80	80	$ 12,400.00

	TOTAL:	**80**	**$ 12,400.00**

Optional Tyler Annual Services

Description	Qty	Imp. Hours	Annual Fee
Recurring Services			
User Monitoring and Response	1	0	$ 7,000.00
	TOTAL:	**0**	**$ 7,000.00**

Optional Professional Services

Description	Quantity	Unit Price	Ext. Discount	Extended Price	Maintenance
Onsite Implementation	20	$ 155.00	$ 0.00	$ 3,100.00	$ 0.00
Remote Implementation	60	$ 155.00	$ 0.00	$ 9,300.00	$ 0.00
TOTAL				**$ 12,400.00**	**$ 0.00**

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.

- Implementation and other professional services fees shall be invoiced as delivered.
- Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Personnel Actions Forms Library includes: standard Personnel Action form - New and standard Personnel Action Form - Change.

Human Resources Management conversion includes: Standard - Employee Master, Address, Accumulators (Earnings & Deduction totals by period) - up to 5 years, Check History - up to 5 years, Earning/Deduction History - up to 5 years, PM Action History - up to 5 years, Certifications, Education

Payroll library includes: standard PR check, standard direct deposit, standard vendor from payroll check, standard vendor from payroll direct deposit, W2, W2c, ACA 1095B, ACA 1095C and 1099 R.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

For the avoidance of doubt, User Monitoring & Response is a subscription service, not SaaS. Notwithstanding the foregoing language, payment of annual subscription fees for User Monitoring & Response commence on the availability of the service. User Monitoring & Response services will renew automatically for additional one (1) year terms, and subsequent subscription fees are due annually in advance on the anniversary of the availability date at our then-current rates. Pricing is based on client's current network size as defined by their entity size. Any material increases of network size may result in additional fees being assessed for the User Monitoring & Response service upon renewal.

Asset Maintenance conversion includes: Work Order Asset, Closed Work Order History- No Cost Data, Work Order History with Cost Data

Your rights, and the rights of any of your end users, to use Tyler’s Data & Insights SaaS Services, or certain Tyler solutions which include Tyler’s Data & Insights data platform, are subject to the Terms of Services, available at https://www.tylertech.com/terms/data-insights-saas-services-terms-of-service. By signing this sales quotation, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms.

City Council Staff Report

Subject: Additional Water Delivery to Deer Valley for Snowmaking
Author: Clint McAffee
Department: Public Utilities
Date: June 12, 2025

Recommendation

Review and consider a request to authorize the City Manager to execute a Surplus Water Sales Agreement, in a form approved by the City Attorney, to sell Deer Valley additional water to enhance their snowmaking capabilities. The Agreement provides Park City with an additional revenue source that will help offset future water service costs and continues our collaborative relationship with Deer Valley resort operations.

Executive Summary

Per existing contracts with Deer Valley struck in 1979 and 1991 in which Park City acquired water rights from Deer Valley as a precursor to the exchange for ongoing water delivery services, Park City delivers Deer Valley up to 250 acre feet of water at no charge and up to 400 additional acre feet for the pumping cost only for snowmaking.

Once Deer Valley has received 650 acre feet during the snowmaking season (November 1 – May 15), Park City is no longer obligated to deliver water for snowmaking purposes. The new agreement (Exhibit A) provides Deer Valley up to an additional 300 acre feet at a rate similar to the rate charged for untreated water provided to the Park City Municipal Golf Course, plus the actual operational costs related to pumping water up to Deer Valley.

Analysis

Park City has a robust and diverse water rights and water source portfolio built proactively over the past 40 years to provide the resources necessary to ensure Park City's future and stable access to water. As a result, we can provide an additional 300 acre feet within existing resources with virtually no impact to the system overall, other than helping stabilize future rate increases and increasing Deer Valley's ability to make snow during low snow years. Additionally, snowmaking water deliveries occur during the non-irrigation peak season, or when potable water demands are our lowest and our water system has the most capacity available.

Key terms of the agreement are outlined below:

- **Price** – The price for water delivered to Deer Valley is based on the cost to deliver untreated water from Rockport Reservoir plus the pumping surcharge included in Park City's retail water rates. The first 150 acre feet is on a "take or pay" basis, meaning that Deer Valley pays for the first 150 acre feet whether it is delivered or not. The rate will be increased each year by the same percentage as the City's rate increases to its customers, helping to offset future inflationary increases.

- **Term** - Ends on 05/01/2030 unless terminated sooner by Park City.
- **Priority** – Use of surplus water for Park City's water customers takes precedence over this Agreement, and PCMC may temporarily reduce or suspend delivery of water to Deer Valley at any time if Park City needs the water for its residents.
- **Time period** – October 1 to April 1 each year during the term of the agreement.
- **Other terms**—Water is to be used for snowmaking only within the Weber River Drainage, which ensures that once the snow melts, it drains into the McLeod Creek and Silver Creek sub-drainages of the Weber River.

Exhibits

- Surplus Water Sales Agreement

CONTRACT# _____

SURPLUS WATER SALES AGREEMENT

This Surplus Water Sales Agreement ("**Agreement**") is between PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation ("**PCMC**"), and DEER VALLEY RESORT COMPANY, LLC, a Utah limited liability company ("**DVRC**").

PCMC owns and operates a water system. The system, as currently constructed, is capable of producing, treating, storing, and distributing more water from PCMC's portfolio of water rights than is currently needed under PCMC's existing obligations.

DVRC owns and operates Deer Valley Resort, which is located in Park City, Utah, and offers alpine skiing on over 2,300 acres of terrain. DVRC wishes to utilize a portion of PCMC's surplus water to increase snowmaking at the resort.

PCMC is willing to make surplus water available to DVRC for purchase for snowmaking pursuant to the terms of this Agreement.

The parties therefore agree as follows:

1. Sale of Surplus Water. Between October 1 and April 1 each year during the term of this Agreement, PCMC will make a maximum of 300 acre-feet of water that is surplus to the needs of PCMC ("**Surplus Water**") available to DVRC, in an amount not to exceed 1200 gallons per minute at each place of delivery, for DVRC's snow making activities. The water provided under this Agreement will be provided after DVRC is provided water from PCMC pursuant to DVRC's rights under the November 17, 1988 Third Amendment To and Restatement of Agreement Dated May 29, 1979, between DVRC, Royal Street Land Company and PCMC (the "**1988 Agreement**") and the January 23, 1992 Agreement Between Park City Municipal Corporation and United Park City Mines Company Consenting to a Sale of Surplus Salt Lake City Water (the "**1992 Agreement**"). Nothing in this Agreement shall be construed to preclude or limit the ability of PCMC to make additional Surplus Water, in excess of the amount stated above, available to DVRC.

2. Place of Delivery. PCMC will deliver the Surplus Water through its water system to DVRC at:

(a) "**Lower Connection**": the existing connection in the mechanical building north of the Snow Park Parking Lots , and

(b) "**Upper Connection**": the existing connection in the snowmaking pump station near Stein Eriksen Lodge.

3. Measurement of Water Sold. All water delivered to DVRC shall be measured through meters installed and maintained by PCMC. The Surplus Water delivered to DVRC shall be measured with PCMC's existing meters at the Upper Connection and Lower Connection.

4. Payment. (a) Beginning on the Effective Date and for the term of this Agreement, DVRC shall pay to PCMC $2,291 per acre-foot for water delivered to the Lower Connection and $3,381 per acre-foot for water delivered to the Upper Connection. The rate for water delivered to the Lower Connection and Upper Connection under this section will be increased each year by the same percentage as the City's rate increases to its customers.

(b) A minimum amount of water is provided to DVRC on a take-or-pay basis. DVRC will pay for 150 acre-feet of water annually, whether or not this amount of water is taken or used by DVRC. The charge per acre-foot for the take-or-pay water will be the same cost as the lower connection. If water is taken, the take-or-pay volume shall be reduced and the charge for water taken will be based on the location and the rates in section 4(a) above.

(c) All charges shall be billed on or around May 15 of each year, and DVRC shall pay in full the undisputed portion of the charges within 30 days of the billing statement date. PCMC may assess late fees at a rate of 1.5% per month. Should DVRC in good faith dispute the amount of any billing, DVRC shall notify PCMC of the disputed portion of the bill and of the basis for the dispute on or before the due date of the subject billing statement. PCMC and DVRC agree to attempt in good faith to resolve billing disputes and DVRC agrees to pay any unpaid amount due PCMC promptly after resolution of the disputed amount.

5. DVRC's Water Delivery Facilities. DVRC shall purchase, construct, operate, maintain, and/or replace, and contract for, at its sole expense and without any cost or other obligation to PCMC, any facilities necessary to accept delivery of water at the point where DVRC takes the water from PCMC's water system. This specifically includes the installation and maintenance of cross connection infrastructure ("backflow" devices) at both connections.

6. If Surplus Water No Longer Surplus. If PCMC determines, in its sole discretion, that any or all of the Surplus Water is no longer surplus to the needs of PCMC, PCMC will provide DVRC with 180-day notice of the reduction or termination of the sale of Surplus Water. DVRC acknowledges that it is purchasing Surplus Water, that PCMC's use of its water for PCMC's water customers takes precedence over this Agreement, and that PCMC may also temporarily reduce or suspend delivery of water to DVRC at any time if PCMC needs the water for its residents.

7. Use of Water. DVRC may only use the water made available each year under this Agreement for snowmaking within the Weber River Drainage. All other uses and locations of use are prohibited.

8. Term of Agreement. This Agreement will become effective as of the date the last party signed it as indicated by the date associated with that party's signature. The term of this

Agreement ends at midnight on 05/01/2030 unless terminated sooner or extended as provided in this Agreement.

9. Termination. If DVRC fails to comply with any provision of this Agreement and fails to correct noncompliance within ten business days of having received written notice, PCMC may immediately terminate this Agreement for cause by providing a notice of termination to DVRC. For the purposes of this section, non-compliance includes failure to timely pay bills within 30 days, as required in section 4.

10. Notices. (a) For a notice or other communication to a party under this Agreement to be valid, it must be addressed using the information specified below for that party or any other information specified by that party in a notice delivered in accordance with this section.

To PCMC:	Park City Municipal Corporation P.O. Box 1480 Park City, UT 84060-1480 Attn: City Attorney's Office PCMC_Notices@parkcity.org With a copy to: PCMC's City Recorder at michelle.kellogg@parkcity.org
To DVRC:	Deer Valley Resort Company, LLC P.O. Box 889 Park City, UT 84060 Attn: President and COO With a copy to: Alterra Mountain Company 3501 Wazee Street, Suite 400 Denver, CO 80216 Attn: Chief Legal Officer

(b) A notice or other communication under this Agreement will be effective if it is in writing and received by the party to which it is addressed. It will be deemed to have been received as follows: (1) upon receipt as stated in the tracking system of a delivery organization that allows users to track deliveries; (2) when the intended recipient signs for the delivery; (3) when delivered by email to the intended recipient with a read receipt, an acknowledgement of receipt, or an automatic reply.

(c) If the intended recipient rejects or otherwise refuses to accept delivery, or if it cannot be delivered because of a change of address for which no notice was given, then delivery is effective upon that rejection, refusal, or inability to deliver.

(d) If a notice or other communication addressed to a party is received after 5:00 p.m. on a business day at the location specified in the address for that party, or on a day that is not a business day, then the notice will be deemed received at 9:00 a.m. on the next business day.

11. Entire Agreement. This Agreement constitutes the entire understanding between the parties regarding the subject matter of this Agreement.

12. Modification and Waiver. To be effective, any modification to this Agreement must be in writing and signed by both parties. No waiver under this Agreement will be effective unless it is in writing and signed by the party granting the waiver (in the case of PCMC, by an individual authorized by PCMC to sign the waiver). A waiver granted on one occasion will not operate as a waiver on other occasions.

13. Governing Law, Jurisdiction, Venue. Utah law governs all adversarial proceedings arising out of this Agreement or the subject matter of this Agreement. As the exclusive means of bringing adversarial proceedings to resolve any dispute arising out of this Agreement or the subject matter of this Agreement, a party may bring such a proceeding in courts of competent jurisdiction in Summit County, Utah.

14. Severability. The parties acknowledge that if a dispute between the parties arises out of this Agreement or the subject matter of this Agreement, it would be consistent with the wishes of the parties for a court to interpret this Agreement as follows: (1) with respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; (2) if an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the Agreement will remain in effect as written; (3) by holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and (4) if modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this Agreement, by holding the entire Agreement unenforceable.

15. No Non-Party Rights. Nothing in this Agreement is intended to grant rights of any kind to any non-party or create third-party beneficiary rights of any kind.

16. Force Majeure. For purposes of this Agreement, a "**Force Majeure Event**" means any event or circumstance, regardless of whether it was foreseeable, that was not caused by that party and that prevents a party from complying with any of its obligations under this Agreement, but a Force Majeure Event will not include any strike or labor unrest, an increase in prices, a change in general economic conditions, or a change of law. A party that is prevented by the occurrence of a Force Majeure Event from performing any one or more obligations under this Agreement will not be liable for any failure or delay in performing those obligations, on condition that the non-performing party uses reasonable efforts to perform. The non-performing party shall promptly notify the other party of the occurrence of a Force Majeure Event and its effect on performance. Thereafter, the nonperforming party shall update the

other party as reasonably necessary regarding its performance. The nonperforming party shall use reasonable efforts to limit damages to the other party and to complete its full performance under this Agreement.

17. Assignment. DVRC shall not assign any rights or obligations under this Agreement without PCMC's written consent. PCMC reserves the right to reject assignment without cause. Any purported transfer in violation of this section will be void.

Each party is signing this Agreement on the date stated opposite that party's signature.

PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation

Date: _____ By: _____
Matt Dias
City Manager

Attest:

_____
City Recorder's Office

Approved as to form:

_____
City Attorney's Office

DEER VALLEY RESORT COMPANY, LLC, a Utah limited liability company

Date: _____ By: _____
Todd Bennett
President and COO

City Council Staff Report

Subject: Nordic Concession Contract
Author: Vaughn Robinson
Department: Golf
Date: June 12, 2025

Recommendation

Review, discuss, and consider approving updated contractual terms to continue to operate a Winter Concessionaire Agreement, for an additional 5 year period with Jans Ltd. "White Pine Touring." If approved, this will continue cross-country skiing, grooming services, and seasonal operation of the Nordic Center at the Park City Municipal Golf Course (PCMGC).

Background

The Nordic Concession Contract is a five-year contract with a five-year extension, pending Council approval. April 1, 2025, was the end date of the initial five-year term. Since 1981, Park City Municipal has worked with a local vendor to provide cross-country skiing on the Park City Municipal Golf Course. White Pine Touring has been the provider of this service. In 2002, White Pine Touring merged with Jans LTD.

The changes recommended below reflect the City Councils policy discussions and ensuing negotiations with White Pine leadership.

Analysis

PCMC owns and operates the golf pro shop and golf course. The 2020 RFP allows a private concessionaire to utilize the pro shop, areas of the course, and McPolin Farm to operate a Nordic concession during the winter months, typically from November 15 to April 1.

Concessionaire terms and agreement

The following adjustments were made to the contract:

- Monthly fee increase:
  - Monthly Fees will increase to $7,181 from $4,974, with the addition of a yearly inflationary increase adjusted upon changes to the Consumer Price Index for all Urban Consumers in the West Region.
- Yearly Fees:
  - Spring maintenance of the golf course and costs associated with the City overseeing the contract and opening and closing the pro shop: increase to $5,600 from $3,150, with the addition of a yearly inflationary increase adjusted upon changes to the Consumer Price Index for all Urban Consumers in the West Region.
  - 5% of gross track pass sales are collected and remitted back to PCMC.

Performance Adjustments

Considerable operational adjustments were made since 2020, such as:

- The Concessionaire moved large events to the McPolin farm;
- Better compliance with the Hotel MPD and elimination of unpermitted parking;
- Better maintenance and operating equipment storage in locations more consistent with summer operations;
- Creation of an additional lesson area near #9 green for lessons when the primary driving range location exceeds capacity; and
- Enhanced management of the pick-up and drop-off area to improve safety and MPD compliance.

Exhibit A: Updated Nordic Concession Contract

CONCESSION AGREEMENT
FOR
CROSS-COUNTRY SKIING AT THE PARK CITY GOLF CLUB AND MCPOLIN FARM OPEN SPACE

This Concession Agreement for Cross-Country Skiing at the Park City Golf Club and McPolin Farm Open Space ("**Agreement**") is between PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation ("**PCMC**") and JANS LTD, a Utah corporation, dba WHITE PINE TOURING ("**Concessionaire**").

PCMC wishes to allow cross-country skiing on property owned by PCMC, and Concessionaire was selected through a competitive procurement process to operate a cross-country skiing operation on certain PCMC-owned property.

The parties therefore agree as follows:

1. **PROPERTY**. The property subject to this Agreement is the Park City Municipal Golf Course, the yurt located on the Golf Course (approximately 706 square feet), and the Park City Golf Club Shop (approximately 1,778 square feet including the retail space and office space), located at 1541 Thaynes Canyon Dr., Park City, Utah, the Armstrong Snow Ranch Pastures, and the McPolin Farm Open Space, as shown on **Exhibit A**.

2. **TERM**. This Agreement will become effective as of the date the last party signed it as indicated by the date associated with that party's signature. The term of this Agreement ends at midnight on 04/01/2030 unless terminated sooner or extended as provided in this Agreement.

3. **RENT & FEES.**

A. Monthly Fees.

i. Concessionaire shall pay PCMC $7,181.00 per month for the months Concessionaire is using any portion of the Property under this Agreement ("**Monthly Fees**"). Concessionaire shall pay Monthly Fees by the last day of each month for which Monthly Fees are due under this Agreement. Monthly Fees will be prorated for months at the beginning and ending of the season (November and April). The prorated amount will be equal to the number of days Concessionaire is occupying any portion of the Property in the Hotel Park City building or yurt divided by the total number of days in the month times $7,181.00.

ii. The monthly fees in this Section 3(A) will be adjusted annually on July 1 of each year starting in 2026 based on changes to the Consumer Price Index for All Urban Consumers in the West Region published by the United States Bureau of Labor ("**CPI-U**"). The adjustment shall be calculated by comparing the CPI-U for June of the then-current year with the CPI-U for June of the previous year.

iii. All checks shall be sent to the below address, no later than the last day of every month that rent is due:

Park City Municipal Golf Course
P.O. Box 1480
Park City, UT 84060

B. Yearly Fees.

i. Concessionaire shall make an annual payment to PCMC consisting of two parts:

1. $5,600.00 per year for fees associated with opening and closing the golf pro shop, and

2. 5% of Gross Track Sales.

a. As used in this Agreement, "**Gross Track Sales**" mean the total amount in dollars of all track pass and season pass sales, whether for cash or credit, including pre-season sales, 10-punch passes, or any other sale that entitles an individual to use the Property under this Agreement. Gross Track Sales does not include any sum collected for any sales, use, or gross receipts tax imposed by any federal, state, municipal or other governmental authority directly on sales to customers and paid by Concessionaire to such governmental authorities.

b. The fee for Gross Track Sales shall be calculated by Concessionaire after the end of the winter season. Concessionaire shall provide PCMC, at no cost to PCMC, a sales report showing all pass types and quantities sold. Additionally, where applicable, zip code data associated with pass sales shall be provided in the report. This report shall be provided to PCMC by June 15 of each annual rental period.

ii. The fees for opening and closing the golf pro shop in Section 3(B)(i)(1) will be adjusted annually on July 1 of each year starting in 2026 based on changes to the CPI-U. The adjustment shall be calculated by comparing the CPI-U for June of the then-current year with the CPI-U for June of the previous year.

iii. All checks for yearly fees shall be sent to the below address no later than June 15 of each annual rental period:

Park City Municipal Golf Course
P.O. Box 1480
Park City, UT, 84060

C. Financial Statements. No later than June 15 of each annual rental period, Concessionaire shall furnish PCMC a written income statement certified by Concessionaire's CPA of annual gross receipts.

4. **SCOPE OF SERVICES**.

A. Retail and Rental Operations of Services.

i. Concessionaire shall utilize the Property for cross-country operation from approximately November 15 to April 1 each year during the term of this Agreement (conditions/weather allowing).

ii. Concessionaire, including the shop that it is operating under this Agreement, shall be open to the public from no less than 9:00 a.m. to 4:00 p.m. (when conditions allow), seven days a week, during the season outlined in the previous subsection.

iii. While Concessionaire is operating in conformance with this section, Concessionaire shall provide services, including equipment rentals, equipment maintenance, track pass sales, retail sales, lessons, tours and track maintenance (including snowshoe trails).

iv. Concessionaire staff shall be easily discernable (i.e., id badge, uniforms, etc.) from patrons at all times when on the premises.

B. Rented Space.

i. Concessionaire accepts the Property in its "as-is" "as available" condition. Concessionaire agrees that no representations about the condition of the Property, nor promises to decorate, alter, repair or improve the Property, have been made to Concessionaire by PCMC. Concessionaire hereby waives any and all implied warranties, including as to the fitness, suitability, safety and security thereof.

ii. Concessionaire shall maintain the Property in a good, clean, orderly and sanitary condition. Concessionaire shall notify PCMC of and be responsible for the repair of any damage to the Property caused by Concessionaire or its customers and other invitees. PCMC may also notify Concessionaire of damage to the Property at any time. If Concessionaire fails to perform any maintenance or repair required by this Agreement, PCMC may, but shall not be obligated to, perform the same on Concessionaire's behalf, the cost and expense of which shall be immediately due at the time notice is provided by PCMC regardless of conformance with the winter season dates and payable by Concessionaire to PCMC. Concessionaire shall timely notify PCMC of any maintenance or repair needs at the Property which fall outside the scope of Concessionaire's maintenance obligations under this Agreement.

iii. Concessionaire, at its own cost and expense, shall maintain stairs, decks, ramps, railings, footers, and other improvements associated with the yurt. Maintenance must include maintaining a coat of stain on all outside surfaces.

iv. Concessionaire shall maintain the yurt per the standards of the summer golf operations. Concessionaire, at its own cost and expense, is responsible for any repairs, maintenance, and replacement of the yurt and associated parts and materials.

v. If requested, Concessionaire, at its own cost and expense, shall be responsible for the removal and storage of the yurt. Additionally, Concessionaire shall be responsible for the installation of the yurt in an approved location.

vi. Concessionaire shall not have the right to install any fixtures or display any signage at or near the Property without PCMC's prior written consent.

vii. PCMC shall not be liable directly or indirectly for any losses or inconveniences caused by any action taken pursuant to this Section 4(B) or by the installation, use or interruption of use of electricity, air conditioning, heating or plumbing service, or other utilities or services resulting from any cause whatsoever, including curtailments, shortages and emergencies regarding utility services, or those caused by Concessionaire or its customers and other invitees.

C. Grooming Operations.

i. Concessionaire shall groom, at minimum, 22 kilometers of course with professionally groomed skate and classic trails following industry best practices when snow depth allows. Concessionaire's grooming requirements are more specifically defined as:

1. Three kilometers on holes one, two, three, four, seven, eight, and nine.

2. Three kilometers on hole five and the Armstrong Snow Ranch Pastures Open Space.

3. Five kilometers on holes 10 through 18.

4. Eleven kilometers on the McPolin Farm and other surrounding open spaces.

5. A snowshoe trail must also be marked and maintained.

ii. Concessionaire may only commence grooming or packing snow when the following minimum snow cover is present:

1. Four inches on the three-kilometer track on holes one, two, three, four, seven, eight, and nine.

2. Four inches on the three-kilometer track on hole five and the Armstrong Snow Ranch Pastures Open Space.

3. Four inches on the five-kilometer track on holes 10 through 18.

4. Four inches on the 11-kilometer track on the McPolin Farm and other surrounding open spaces.

5. PCMC may grant exceptions to the minimum snow cover levels listed above. Requests for exceptions must be made by Concessionaire in writing to (1) the Golf Manager or Golf Superintendent for areas on the golf course or (2) the Trails & Open Space Manager for track at McPolin Farm.

6. When snow cover levels fall below the minimum snow cover levels described above yet more than half the minimum required amounts, mitigation measures must be implemented as to not damage the golf course. Concessionaire's continued track grooming and equipment use must be approved in writing by the Golf Manager or Golf Superintendent.

iii. Concessionaire may only set the cross-country track in the following locations and must follow any of the requirements listed below:

1. Three-kilometer track on holes one, two, three, four, seven, eight, and nine: The track must be set in the rough with a maximum of three fairway crossings. The location of each fairway crossing must be approved by the Golf Manager, Golf Superintendent, or the Golf Manager's designee.

2. Three Kilometer track on hole five and Armstrong Snow Ranch: The track must be set in the rough on the golf course and Concessionaire must obtain approval for the track layout from the Trails and Open Space Manager or their designee for the Armstrong Snow Ranch Property.

3. Five-kilometer track: The track must be set in the rough and only one fairway crossing is allowed. The location of the fairway crossing must be approved by the Golf Manager, Golf Superintendent, or the Golf Manager's designee.

4. Eleven-kilometer track: No specific restrictions. Concessionaire must obtain approval for the track layout from the Trails and Open Space Manager or their designee prior to season opening and before track packing or setting can begin.

iv. PCMC shall provide the following:

1. Final approval of track staking for all track. Concessionaire cannot begin packing or grooming prior to PCMC's final approval of track staking.

2. Roping off all greens, tees, and other restricted areas.

v. Concessionaire shall be responsible for any damage to golf course and associated infrastructure. Concessionaire shall repair any damaged areas. If Concessionaire fails to repair damaged areas within 30 days after being notified of the damage by PCMC, PCMC may repair the damaged areas and bill Concessionaire the reasonable costs for the repair. Concessionaire shall pay these costs within 30 days.

vi. Concessionaire shall not cut any branches or limbs from trees on the golf course without prior permission from the Golf Manager or Golf Superintendent.

vii. Concessionaire shall maintain the approved 11-kilometer track on the McPolin Farm and adjacent open spaces by mowing and clearing side vegetation. Any removal of trees or branches exceeding 5 inches in diameter must receive prior approval from the Trails & Open Space Manager. Maintenance shall be conducted to ensure the track meets the satisfaction of Concessionaire while adhering to these guidelines.

viii. Concessionaire shall ensure all road crossings are passable for their equipment without damage or encroachment to adjacent properties without property owner consent

5. **USE OF THE PREMISES**.

A. Concessionaire shall only use the Property for the purposes outlined in this Agreement, including cross-country skiing, snowshoeing, and associated retail and rentals.

B. Concessionaire shall store all equipment, near the golf maintenance building, in the area designated by the Golf Manager, and consistent with summer golf operations.

C. Concessionaire shall store lesson equipment in enclosed bin(s) near the stairs by the driving range area.

D. Concessionaire shall generally have beginner and camp and clinic lessons on the driving range. However, when the driving range is at capacity, Concessionaire shall begin the lesson in the area by the #9 Green.

E. Concessionaire shall place a coat rack and trash receptacle by beginning of three-kilometer track (at the #1 tee box).

F. Concessionaire will hold large events at McPolin Farm unless a special events permit is attained from PCMC.

G. Concessionaire shall not conduct any grooming operations before 6:00 a.m. or after 9:00 p.m. unless approved by the Golf Manager for special circumstances.

6. **PUBLIC BENEFITS.** Concessionaire shall, at minimum, offer the following benefits:

A. Reduced rate season passes available throughout the season for Park City residents and individuals owning a business with its primary address in the 84060-zip code.

B. Reduced rate season pass to anyone in U17 youth programs held at the Property.

C. Groom the multi-use dog walking loop between Payday Drive and Meadows Drive (known as the "dog loop") at no charge to residents.

D. Provide snowshoes for free or at a nominal fee to ticket holders of PCMC's Full Moon Snowshoe event.

E. Three transferrable season passes to PCMC for employee use.

F. Concessionaire shall be a collection point for the PCMC's Flouro/PFAS wax recycling program.

G. Provide low cost or no cost options for residents in need.

H. Partner with non-profit/community programs to support camps, clinics, athlete development, and youth.

7. **RECORDS AND INSPECTIONS**.

A. Records. Concessionaire shall keep any records, documents, invoices, reports, data, information, and all other material regarding matters covered, directly or indirectly, by this Agreement for six years after expiration of this Agreement. This includes everything necessary to properly reflect all payments and expenses related to this Agreement and records of accounting practices necessary to assure proper accounting of all payments and expenses under this Agreement.

B. Inspection of Records. Concessionaire shall make all of the records referenced in this section available for inspection to PCMC, its authorized representatives, the State Auditor, and other government officials authorized to monitor this Agreement by law. Concessionaire must permit PCMC or its authorized representative to audit and inspect any data or other information relating to this Agreement. PCMC reserves the right to initiate an

audit of the Concessionaire's activities concerning this Agreement, at the expense of PCMC, utilizing an auditor selected by PCMC.

C. Government Records Access and Management Act. PCMC is subject to the requirements of the Government Records Access and Management Act, Title 63G, Chapter 2 of the Utah Code ("**GRAMA**"). All materials submitted by Concessionaire related to this Agreement are subject to disclosure unless the materials are exempt from disclosure under GRAMA. The burden of claiming an exemption from disclosure rests solely with Concessionaire. Any materials for which Concessionaire claims an exemption from disclosure based on business confidentiality as provided in Utah Code § 63G-2-309 (or successor provision) must be marked as "Confidential" and accompanied at the time of submission by a statement from Concessionaire explaining the basis for the claim. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. PCMC will make reasonable efforts to notify Concessionaire of any requests made for disclosure of documents submitted under a claim of confidentiality. Concessionaire specifically waives any claims against PCMC related to disclosure of any materials pursuant to GRAMA.

8. **RELATIONSHIP OF PARTIES**.

A. Independent Contractor. The parties intend that Concessionaire is an independent contractor and not an employee of PCMC. Except as specifically provided in this Agreement, the parties intend that Concessionaire has no authority to act on behalf of PCMC.

B. Subcontractor Relationship. Concessionaire shall have full control and authority over performance and activities of its Subcontractors throughout the execution of this Agreement. It is the sole responsibility of Concessionaire to ensure that its Subcontractors adhere to the terms and conditions outlined in this Agreement. Furthermore, Concessionaire shall bear full responsibility for any actions or omissions of its Subcontractors.

C. Treatment of Assets. Neither party will have an interest in the intellectual property owned or licensed by the other party, unless otherwise agreed by the parties in writing. PCMC will become the owner of all deliverables, work product, and other materials specifically created by Concessionaire and its Subcontractors under this Agreement.

9. **CONCESSIONAIRE'S EMPLOYEES AND AGENTS**. PCMC may at its sole discretion require Concessionaire to remove any employees, agents, or representatives from employment on the Property. Concessionaire may, however, employ those individuals on other non-PCMC related projects.

10. **INDEMNIFICATION**.

A. Definitions. In this Agreement, the following definitions apply:

i. "**Indemnifiable Losses**" means the aggregate of Losses and Litigation Expenses.

ii. "**Litigation Expense**" means any reasonable out-of-pocket expense incurred in defending a Proceeding or in any related investigation or negotiation, including court filing fees, court costs, arbitration fees, witness fees, and attorneys' and other professionals' fees and disbursements.

iii. "**Loss**" means any amount awarded in, or paid in settlement of, any Proceeding, including any interest but excluding any Litigation Expenses.

iv. "**Proceeding**" means any investigation, claim, judicial, administrative, or arbitration action or lawsuit, or other cause of action of every kind or character, brought by third parties against PCMC, its agents, employees, or officers, that arises out of this Agreement or the performance of this Agreement by Concessionaire or its Subcontractors or subconsultants of any tier, or anyone acting under Concessionaire's direction or control, including after the expiration or termination of this Agreement.

B. Indemnification. Concessionaire shall indemnify PCMC and its agents, employees, and officers against all Indemnifiable Losses arising out of a Proceeding, except to the extent the Indemnifiable Losses were caused by the negligence or willful misconduct of PCMC.

C. Obligation to Defend. Concessionaire shall, at its sole cost and expense, defend PCMC and its agents, employees, and officers from and against all Proceedings, provided that Concessionaire is not required to defend PCMC from any Proceeding arising from the sole negligence of PCMC or its agents, employees, or officers.

D. Tender. Concessionaire's obligation to defend will arise upon PCMC's tender of defense to Concessionaire in writing. If PCMC fails to timely notify Concessionaire of a Proceeding, Concessionaire will be relieved of its indemnification obligations to the extent that Concessionaire was prejudiced by that failure. Upon receipt of PCMC's tender of defense, if Concessionaire does not promptly notify PCMC of its acceptance of the defense and thereafter duly and diligently defend PCMC and its agents, employees, and officers, then Concessionaire shall pay and be liable for the reasonable costs, expenses, and attorneys' fees incurred in defending the Proceeding and enforcing this provision.

E. Legal Counsel. To assume the defense, Concessionaire must notify PCMC of their intent to do so. Promptly thereafter, Concessionaire shall retain independent legal counsel that is reasonably acceptable to PCMC.

F. Settlement. After Concessionaire assumes the defense of a Proceeding, Concessionaire may contest, pay, or settle the Proceeding without the consent of PCMC only if that settlement (1) does not entail any admission on the part of PCMC that it violated

any law or infringed the rights of any person, (2) provides as the claimant's sole relief monetary damages that are paid in full by Concessionaire, and (3) requires that the claimant release PCMC and its agents, employees, and officers from all liability alleged in the Proceeding.

G. Waiver. Concessionaire expressly agrees that the indemnification provision herein constitutes Concessionaire's waiver of immunity under Utah Code § 34A-2-105 for the purposes of this Agreement. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement. No liability shall attach to PCMC by reason of entering into this Agreement except as expressly provided herein.

H. No Limitation. The indemnification obligations of this Agreement shall not be reduced by a limitation on the amount or type of damages, compensation, or benefits payable by or for Concessionaire or Subcontractor under workers' compensation acts, disability benefits acts, or other employee benefit acts.

I. Interpretation. The parties intend that the indemnity and defense provisions in this Article shall be interpreted so as to be enforceable to the fullest extent permitted by law, but nothing herein shall be interpreted to violate public policy.

J. Environmental Indemnity. Concessionaire shall indemnify PCMC, its agents, employees, and officers for any Indemnifiable Losses from a Proceeding arising out of Concessionaire's violation of federal, state, or local environmental laws or regulations, and shall include but not be limited to all cleanup and remedial costs, diminution in value of property, and any fines or fees imposed as a result.

11. **INSURANCE**. At its own cost and expense, Concessionaire shall maintain the following mandatory insurance coverage to protect against claims for injuries to persons or property damage that may arise from or relate to the performance of this Agreement by Concessionaire, its agents, representatives, employees, or Subcontractors for the entire duration of this Agreement or for such longer period of time as set forth below. Prior to commencing any work, Concessionaire shall furnish a certificate of insurance as evidence of the requisite coverage. The certificate of insurance must include endorsements for additional insured, waiver of subrogation, primary and non-contributory status, and completed operations.

A. Commercial General Liability Insurance. Concessionaire shall maintain commercial general liability insurance on a primary and non-contributory basis in comparison to all other insurance, including PCMC's own policies of insurance, for all claims against PCMC. The policy must be written on an occurrence basis with limits not less than $1,000,000 per occurrence and $3,000,000 aggregate for personal injury and property damage. Upon request of PCMC, Concessionaire must increase the policy limits to at least the amount of the limitation of judgments described in Utah Code § 63G-7-604, the Governmental

Immunity Act of Utah (or successor provision), as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3 (or successor provision).

B. Automobile Liability Coverage. Concessionaire shall maintain automobile liability insurance with a combined single limit of not less than $2,000,000 per accident for bodily injury 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. Workers' Compensation Insurance and Employer's Liability. Concessionaire shall maintain workers' compensation insurance with limits not less than the amount required by statute, and employer's liability insurance limits of at least $1,000,000 each accident, $1,000,000 for bodily injury by accident, and $1,000,000 each employee for injury by disease. The workers' compensation policy must be endorsed with a waiver of subrogation in favor of "Park City Municipal Corporation" for all work performed by Concessionaire, its employees, agents, and Subcontractors.

D. Umbrella/Excess Coverage. The insurance limits required by this section may be met by either providing a primary policy or in combination with umbrella / excess liability policy(ies). To the extent that umbrella/excess coverage is used to satisfy the limits of coverage required hereunder, the terms of such coverage must be following form to, or otherwise at least as broad as, the primary underlying coverage, including amending the "other insurance" provisions as required so as to provide additional insured coverage on a primary and non-contributory basis, and subject to vertical exhaustion before any other primary, umbrella/excess, or any other insurance obtained by the additional insureds will be triggered.

E. Insured Parties. Each policy and all renewals or replacements, except those policies for Professional Liability, and Workers Compensation and Employer's Liability, must name PCMC (and its officers, agents, and employees) as additional insureds on a primary and non-contributory basis with respect to liability arising out of work, operations, and completed operations performed by or on behalf of Concessionaire.

F. Waiver of Subrogation. Concessionaire waives all rights against PCMC and any other additional insureds for recovery of any loss or damages to the extent these damages are covered by any of the insurance policies required under this Agreement. Concessionaire shall cause each policy to be endorsed with a waiver of subrogation in favor of PCMC for all work performed by Concessionaire, its employees, agents, and Subcontractors.

G. Quality of Insurance Companies. All required insurance policies must be issued by insurance companies qualified to do business in the state of Utah and listed on the United States Treasury Department's current Department of Treasury Fiscal Services List 570, or having a general policyholders rating of not less than "A-" in the most current available A.M. Best Co., Inc.'s, Best Insurance Report, or equivalent.

H. Cancellation. Should any of Concessionaire's required insurance policies under this Agreement be cancelled before the termination or completion of this Agreement, Concessionaire must deliver notice to PCMC within 30 days of cancellation. PCMC may request and Concessionaire must provide within 10 days certified copies of any required policies during the term of this Agreement.

I. Additional Coverage. Notwithstanding anything to the contrary, if Concessionaire has procured any insurance coverage or limits (either primary or on an excess basis) that exceed the minimum acceptable coverage or limits set forth in this Agreement, the broadest coverage and highest limits actually afforded under the applicable policy(ies) of insurance are the coverage and limits required by this Agreement and such coverage and limits must be provided in full to the additional insureds and indemnified parties under this Agreement. The parties expressly intend that the provisions in this Agreement will be construed as broadly as permitted to be construed by applicable law to afford the maximum insurance coverage available under Concessionaire's insurance policies.

J. No representation. In specifying minimum Concessionaire's insurance requirements, PCMC does not represent that such insurance is adequate to protect Concessionaire from loss, damage or liability arising from its work. Concessionaire is solely responsible to inform itself of types or amounts of insurance it may need beyond these requirements to protect itself.

12. **TREATMENT OF ASSETS**. Title to all property furnished by PCMC shall remain in the name of PCMC and PCMC shall become the owner of work product and other documents, if any, prepared by the Concessionaire pursuant to this Agreement.

13. **COMPLIANCE WITH LAWS AND WARRANTIES**.

A. Conformance to Laws. In providing services under this Agreement, Concessionaire shall comply with all applicable federal, state, PCMC, and other local laws, regulations, and ordinances, including applicable licensure and permit requirements, regulations for certification, operation of facilities, and accreditation, employment laws, and any other standards or criteria described in this Agreement.

B. E-Verify. Concessionaire shall register and participate in E-Verify or an equivalent program for each employee employed within the state of Utah if this Agreement is entered into for the physical performance of services within Utah, unless exempted by Utah Code § 63G-12-302. Concessionaire shall require that each of its Subcontractors, at every tier, certify under penalty of perjury that each Subcontractor has registered and is participating in E-Verify or an equivalent program, to the extent applicable.

C. Service Standards. Concessionaire shall be responsible for the quality of all services performed by its employees agents, subcontractors, and all other persons performing any

services under this Agreement. Concessionaire hereby warrants that all services performed will be executed with competence and in conformity with the standard of care, diligence, and skill typically exercised by professionals within Concessionaire's field.

14. **NONDISCRIMINATION.** Concessionaire shall not discriminate against any employee or applicant for employment because of race; ethnicity; color; 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; or military status.

A. Policy. Concessionaire shall implement an employment nondiscrimination policy, if Concessionaire does not already have such a policy, to effectuate the prohibition in this section; and

B. Subcontractor Flow-Through. Concessionaire shall incorporate the foregoing non-discrimination provisions in all subcontracts or assignments under this Agreement and take action as required to ensure full compliance with the provisions of this non-discrimination policy.

15. **ASSIGNMENTS AND SUBCONTRACTING.**

A. Assignment. Concessionaire shall not assign any portion of its performance under this Agreement without PCMC's written consent. Consent must be sought in writing by Concessionaire not less than 30 days before the date of any proposed assignment. PCMC reserves the right to reject assignment without cause. Any purported transfer in violation of this section will be void.

B. Subcontracting. Concessionaire shall obtain advance written consent from PCMC for any Subcontractor not identified in the Scope of Services.

16. **POLITICAL ACTIVITY PROHIBITED**. None of the funds, materials, Property, or services provided directly or indirectly under the Agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.

17. **TERMINATION**.

A. Convenience**.** Either party may terminate this Agreement for any reason or no reason by giving the other party at least 30 days' prior written notice. This Agreement will terminate at midnight at the end of the 30th day after that notice is effective. Concessionaire must be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination, according to the provisions of this Agreement.

B. For Cause. If Concessionaire fails to comply with any provision of this Agreement and fails to correct noncompliance within three days of having received written notice, PCMC

may immediately terminate this Agreement for cause by providing a notice of termination to Concessionaire.

18. **NOTICE**.

A. Notice Addresses. For a notice or other communication to a party under this Agreement to be valid, it must be addressed using the information specified below for that party or any other information specified by that party in a notice delivered in accordance with this section.

To PCMC:

Park City Municipal Corporation
P.O. Box 1480
Park City, UT 84060-1480
Attn: City Attorney's Office
PCMC_Notices@parkcity.org

With a copy to:
- PCMC's Representative pursuant to Article 1.C.
- PCMC's City Recorder at michelle.kellogg@parkcity.org.

To Concessionaire:

[Name]
1800 Park Avenue
P.O. Box 280
Park City, UT 84060
[Email address]

B. Delivery. A notice or other communication under this Agreement will be effective if it is in writing and received by the party to which it is addressed. It will be deemed to have been received as follows: (1) upon receipt as stated in the tracking system of a delivery organization that allows users to track deliveries; (2) when the intended recipient signs for the delivery; (3) when delivered by email to the intended recipient with a read receipt, an acknowledgement of receipt, or an automatic reply.

C. Refusal or Inability to Deliver. If the intended recipient rejects or otherwise refuses to accept delivery, or if it cannot be delivered because of a change of address for which no notice was given, then delivery is effective upon that rejection, refusal, or inability to deliver.

D. Time of Delivery. If a notice or other communication addressed to a party is received after 5:00 p.m. on a business day at the location specified in the address for that party, or on a day that is not a business day, then the notice will be deemed received at 9:00 a.m. on the next business day.

19. **MISCELLANEOUS PROVISIONS**.

A. Entire Agreement. This Agreement constitutes the entire understanding between the parties regarding the subject matter of this Agreement.

B. Modification and Waiver. To be effective, any modification to this Agreement or to the Scope of Services must be in writing and signed by both parties. No waiver under this Agreement will be effective unless it is in writing and signed by the party granting the waiver (in the case of PCMC, by an individual authorized by PCMC to sign the waiver). A waiver granted on one occasion will not operate as a waiver on other occasions.

C. Timely Performance. Concessionaire shall complete the Scope of Services by any applicable deadline stated in this Agreement. Concessionaire is liable for all reasonable damages to PCMC incurred as a result of Concessionaire's failure to timely perform the Scope of Services required under this Agreement.

D. **Governing Law, Jurisdiction, and Venue. Utah law governs all adversarial proceedings arising out of this Agreement or the subject matter of this Agreement. As the exclusive means of bringing adversarial proceedings to resolve any dispute arising out of this Agreement or the subject matter of this Agreement, a party may bring such a proceeding** in courts of competent jurisdiction in Summit County, Utah.

E. Severability. The parties acknowledge that if a dispute between the parties arises out of this Agreement or the subject matter of this Agreement, it would be consistent with the wishes of the parties for a court to interpret this Agreement as follows: (1) with respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; (2) if an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the Agreement will remain in effect as written; (3) by holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and (4) if modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this Agreement, by holding the entire Agreement unenforceable.

F. No Non-Party Rights. Nothing in this Agreement is intended to grant rights of any kind to any non-party or create third-party beneficiary rights of any kind.

G. Force Majeure. For purposes of this Agreement, a Force Majeure Event means any event or circumstance, regardless of whether it was foreseeable, that was not caused by that party and that prevents a party from complying with any of its obligations under this Agreement, but a Force Majeure Event will not include any strike or labor unrest, an increase in prices, a change in general economic conditions, or a change of law. A party that is prevented by the occurrence of a Force Majeure Event from performing any one or more

obligations under this Agreement will not be liable for any failure or delay in performing those obligations, on condition that the non-performing party uses reasonable efforts to perform. The non-performing party shall promptly notify the other party of the occurrence of a Force Majeure Event and its effect on performance. Thereafter, the nonperforming party shall update the other party as reasonably necessary regarding its performance. The nonperforming party shall use reasonable efforts to limit damages to the other party and to complete its full performance under this Agreement.

Each party is signing this Agreement on the date stated opposite that party's signature.

PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation

Date: _____

By: _____
Matt Dias
City Manager

Attest:

_____
City Recorder's Office

Approved as to form:

_____
City Attorney's Office

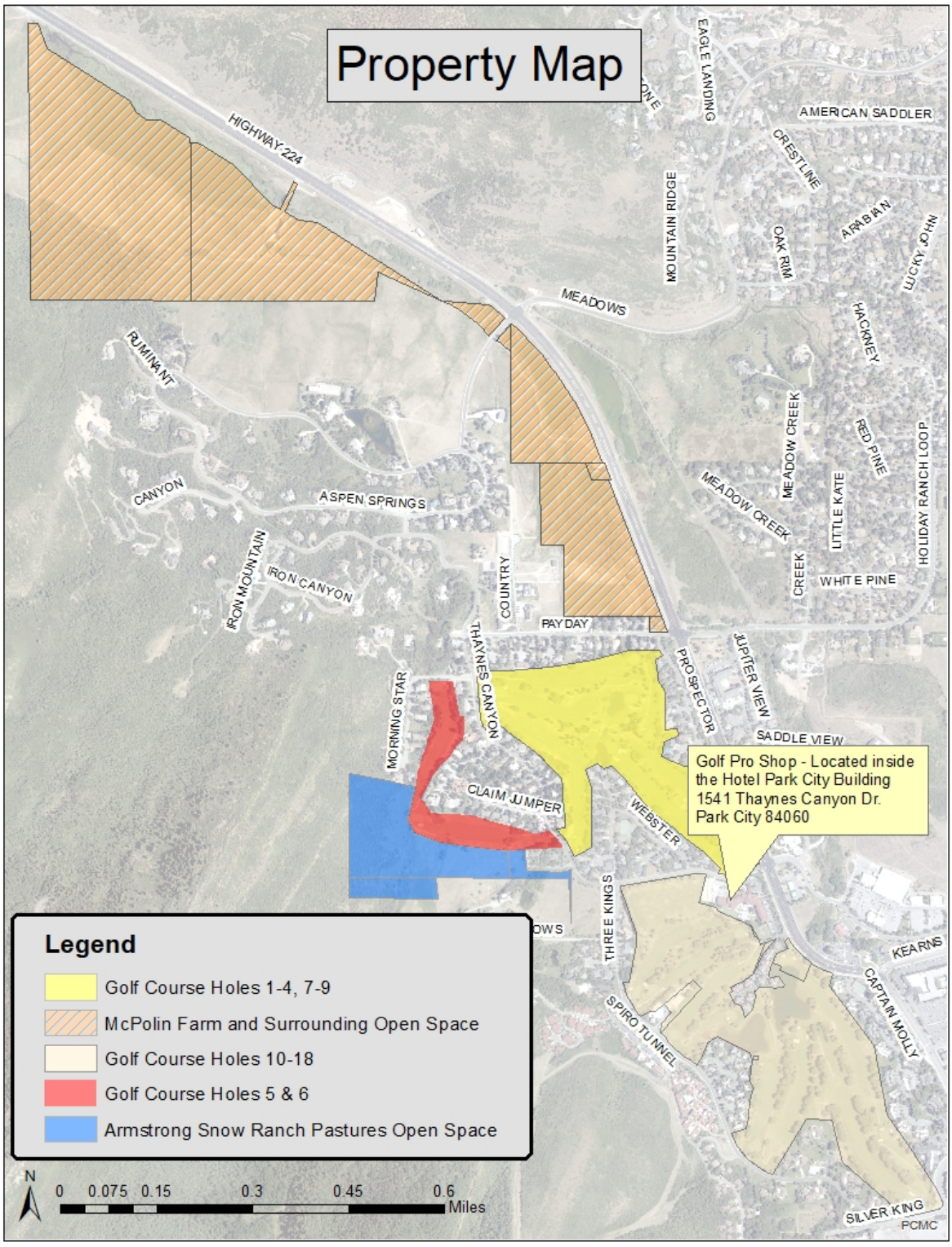
CONCESSIONAIRE:
JANS LTD, a Utah corporation, dba **WHITE PINE TOURING**
Tax ID#: 97-0363244
PC Business License#: B-007325

Date: _____ By: _____

_____
Printed name

_____
Title

Exhibit A


Property Map
HIGHWAY 224
EAGLE LANDING
AMERICAN SADDLER
CRESTLINE
MOUNTAIN RIDGE
OAK RIM
ARABIAN
LUCKY JOHN
MEADOWS
HACKNEY
RUMINANT
MEADOW CREEK
RED PINE
HOLIDAY RANCH LOOP
CANYON
ASPEN SPRINGS
MEADOW CREEK
LITTLE KATE
IRON MOUNTAIN
IRON CANYON
COUNTRY
CREEK
WHITE PINE
PAYDAY
THAYNES CANYON
PROSPECTOR
JUPITER VIEW
MORNING STAR
SADDLE VIEW
Golf Pro Shop - Located inside the Hotel Park City Building 1541 Thaynes Canyon Dr. Park City 84060
CLAIM JUMPER
WEBSTER
THREE KINGS
KEARNS
CAPTAIN MOLLY
SPIRO TUNNEL
SILVER KING
PCMC
Legend
Golf Course Holes 1-4, 7-9
McPolin Farm and Surrounding Open Space
Golf Course Holes 10-18
Golf Course Holes 5 & 6
Armstrong Snow Ranch Pastures Open Space
N
0 0.075 0.15 0.3 0.45 0.6
Miles

City Council Staff Report

Subject: 2025 Amendment to the 2022 Five-Year Moderate Income Housing Plan, Housing Element of the General Plan
Author: Housing Team
Department: Affordable Housing
Date: June 12, 2025

Recommendation

Review, discuss, take public comment, and consider approving the Planning Commission's recommended 2025 Amendment to the Five-Year Moderate Income Housing Plan (MIHP) by adoption of Resolution 13-2025 attached as Exhibit B.

Executive Summary

At Council's annual Planning Retreat on February 13, 2025 (Minutes), we were directed to update several of our existing housing goals and priorities. At a subsequent Work Session on April 24, 2025, the Council reviewed a draft of the MIHP and made some additional changes.

The draft MIHP was presented to Planning Commission on May 15, 2025, and they forwarded a favorable recommendation for adoption. A final clean version with all edits is attached as Exhibit A.

The updates include:

- Changing the qualifying income target from the Area Median Income (AMI)[1] to a new Workforce Wage (WFW)[2]. The AMI can be a skewed target due to the high cost of living in Park City, resulting in an AMI reflective of who can afford to live in Park City rather than who works in Park City. Most of Park City's workforce who commute daily to jobs cannot afford to live here. With the goal of meeting the housing needs of a greater number of workforce, the Council sought to target households at 100% of WFW instead of 80% of AMI. 100% of WFW equates to 56% of AMI, for example.
- Continuing to refine the Affordable Master Planned Development (AMPD) code to expand incentives for the private sector to construct and build more affordable units and/or projects on their own.
- Confirmation that the City's goal to maintain 15% of Park City's workforce living in town will remain in place. By 2032, there will be an estimated 12,425 workers[3]. Therefore, the 15% goal translates to 1,864 affordable and attainable housing

[1] Area Median Income is calculated by the Federal Department of Housing and Urban Development (HUD) to establish income limits for housing assistance programs.
[2] Workforce Wage is based on actual wages of those working in Summit County.
[3] Utah Long-Term Planning Projection Summary-Summit County, University of Utah Kem C Gardner Policy Institute, February 2022.

units in Park City, which is 1,190 more than we currently have (674 units). Our former goal, for reference, was 800 units by 2026.[4]

Funding

No funding is required to adopt this amended plan.

Exhibits

- Exhibit A: 2025 Amendment to the 2022 Five-Year Moderate Income Housing Plan, the Housing Element of the General Plan.
- Exhibit B: Resolution 13-2025 approving the MIHP amendment.

[4] The net increase from the old goal to the proposed goal is 390 units within an added six years (2032). Given the pipeline under consideration, we believe this is a reasonable target to continue to motivate the public, not-for-profit, and private sectors to produce more affordable housing.

DRAFT

2025 Update to 2022 Moderate Income Housing Plan
Housing Element of the General Plan

Introduction

This is an update to the 2022 Moderate Income Housing Plan (MIHP) adopted September 1, 2022, consistent with Utah Code §10-9a-403, which requires municipalities to complete a MIHP as the Housing Element of the General Plan. Per Utah code, the plan must contain an estimate of the need in Park City for additional moderate-income housing. It must also outline the strategies the City will use to facilitate a realistic opportunity to meet the need for additional moderate-income housing within the municipality over the next five years.[1]

Demographic and Economic Changes

Since the 2022 Plan, the Census Bureau projects, via its American Community Survey (ACS) estimators, that the population has changed little, in fact, it has dropped by 166 (Table 1). Meanwhile, due to continued high housing costs, the population becomes older, less diverse, and wealthier. The ACS 2023 five-year average estimates that people aged 55 and older make up 39% of Park City's population, an increase from 30% just three years earlier. Park City's median age also went from 40 to 46.8 in the same timeframe.

Table 1: Population Changes in Park City

Year	Park City Population	Absolute Change	Percent Change
1970	1,193	-173	-13%
1980	2,823	1,630	137%
1990	4,468	1,645	58%
2000	7,371	2,903	65%
2010	7,558	187	3%
2020	8,562	1,004	12%
2025	8,396	-166	-2%

Area Median Income (AMI) has continued to rise, indicating how the wealthy living in the community area are skewing the average AMI. In 2025, the AMI for a family of three[2] is

[1] Utah Municipal Code: Municipal Land Use, Development, and Management Act, Plan Preparation (10-9a-403).
[2] The average household size in Park City is 2.78, according to the 2020 Census American Community Survey (ACS) five-year estimates. Therefore, a more realistic formula is to calculate affordable housing-related data on a three-person family rather than the four-person demographic that HUD uses.

$151,740, a 25% increase over $121,230 in 2022. AMI is based on those who can afford to live in the community, not those who work here. According to the Utah Department of Workforce Services (DWS), the most recent calculation of the median Workforce Wages (WFW) earned by a household of three working in Summit County is $85,646, which is a 12% increase over two years ago ($76,416). 2025 WFW equals 56% of AMI.[3] See Table 2 for a comparison over the years. Since the average workforce wage is considerably lower than AMI, most of the workforce cannot afford to live in Park City.

Table 2: Comparison of Summit County AMI vs WFW

	Family of Three		WFW as a percentage of AMI
	100% AMI	100% WFW	
2025	151,740	85,646	56%
2022	121,230	76,416	63%
2019	98,820	51,328	52%
2017	93,060	57,173	61%
2012	90,270	55,714	62%
2010	83,970	51,764	62%
2005	75,060	46,746	62%
2000	61,470	42,434	69%

The City Council's goal is to ensure that more of the workforce can afford to live within City limits, reducing commuters, taking pressure off the road's infrastructure, and reducing environmental pollutants. To meet workforce needs, income targets will be based on median workforce wages (WFW).

Addressing Affordable Housing Needs

Park City Municipal Corporation has a long history of addressing affordable housing needs, ensuring a diverse and vibrant community. One of the City Council's primary goals is to develop and maintain a range of affordable, quality housing opportunities that meet the life cycle needs of households at all economic levels. Since the early 90s, the City Council has been forward-thinking about building and preserving affordable housing. In 1991, Park City issued the first of many Inclusionary Housing Resolutions that grew more defined and specific with each update as affordable housing needs grew and changed. The most recent update was adopted by the City Council on June 12, 2025. The Affordable Housing Guidelines, 12-2025 Housing Resolution facilitates the development of affordable units in those development projects that utilize planning tools, Master Planned Developments (MPD) or Annexations. Each of these negotiated agreements generates a housing obligation to mitigate the affordable housing needs created by the project. In addition, since 2010, the City has served as a developer, assisted private partners with financing, and been an active partner in Public-Private Partnerships (P3).

Existing Inventory of Affordable Housing

[3] Utah Department of Workforce Services, https://jobs.utah.gov/wi/data/library/wages/annualprofilewages.html

Today, there are 674 deed-restricted or affordable homes in Park City, a community of 3,280[4] year-round households. The current inventory represents 471 rental units and 203 owner-occupied units. A variety of tools were utilized to build these units including: inclusionary housing obligations, Federal Low-Income Housing Tax Credits (LIHTC), USDA Rural Development funds and vouchers, and local nonprofits such as Mountainlands Community Housing Trust (MCHT) and Habitat for Humanity. The City has also stepped into the role of developer, developing several infill projects. Existing affordable units have been put into service as follows:

Table 3: Status of Existing Units

Total # of Housing Units	Renter-Occupied	Owner-Occupied	Type of Units	Age of projects
674	471	203	SRO:* 24	2020 to Present -- 70 units
			Studio: 58	2010 to 2019 -- 177 units
			1 br: 85	2000 to 2009 -- 58 units
			2 br: 190	1990 to 1999 -- 247 units
			3 br: 302	1980 to 1989 -- 0 units
			4 br: 15	1970 to 1979 -- 122 units

* SRO: Single Room Occupancy – typically less than 200 SF and shared communal kitchen and gathering space.

Table 4: History of Affordable Unit Construction in Park City

Timing	Source	Number of Units	
		Owner	Rental
1970-1979	Federal United States Department of Agriculture (USDA) Rural Development funding		122
1980-1989	No new units		
1990-1999	Inclusionary Zoning	21	22
	Low Income Housing Tax Credits (LIHTC) and in-lieu fee cash from housing obligations	2	202
2000-2009	Inclusionary Zoning	20	14
	Mountainlands Community Housing Trust with City Assistance	22	
	Renovation of 122 aging rental units using LIHTC and USDA Rural Development funding and City Assistance – counted in 1971-1980 above		
2010-2019	Inclusionary Zoning	17	50
	City Public Private Partnerships	68	
	City Development	32	13
	Sale of three Empire Pass units - conversion to fees in lieu		-3
	Habitat for Humanity	2	

[4] Total primary residences (owner-occupied and long-term rentals), according to the American Community Survey, US Census bureau.

2020-2025	Inclusionary Zoning	12	43
	City Development	7	8
Totals		**203**	**471**
Overall Total			**674**

Based on annual compliance reports and the most recent needs assessment, the affordable units in Park City serve the following populations:

- Rental units built or preserved with LIHTC and or USDA Rural Development subsidy programs serve low-income households with annual incomes of 35% to 60% of AMI, equal to 60% to 100% of WFW (~$48,195 to $82,620 for a household of three).[5]
- Rental studios built or purchased by the city to serve the needs of transit employees serve low-income households with annual incomes at 60% of AMI, equal to 100% of WFW (~$60,000 for a single person household).
- Rental units built by private developers in fulfillment of housing obligations serve moderate-to-middle income households with annual incomes between 60% and 80% of AMI, equal to 100% to 125% of WFW (~$82,620 to $110,160 for a household of three).
- Owner-occupied units in the affordable category also serve moderate-income households with annual incomes between 60% and 80% of AMI, equaling 100% and 125% of WFW (~$82,620 to $110,160 for a household of three).
- Owner-occupied units in the attainable category serve middle-income households with annual incomes between 80% and 150% of AMI, equal to 125% to 260% of WFW (~$110,160 to $206,550 for a household of three).

Plans for the Future

In 2025, the City Council renewed its commitment to providing housing that is affordable to the workforce that is so important to Park City's status as a world-class tourism town. The Affordable Housing Guidelines, 12-2025 Housing Resolution, establishes income targets based on WFW rather than AMI. Affordable rental units will be targeted at 100% of WFW or less, which is just below 60% of AMI or ~$85,000 for a three-person household. Affordable for-sale units will be targeted at 120% of WFW or less, which is just under 70% of AMI or ~102,000 for a three-person household. Attainable for-sale units will be targeted at 265% of WFW or less, which is equal to 150% of AMI or ~$225,000 for a three-person household.

In 2020, 20% of the City's workforce lived in town. Today, only 12.1% of the workforce does. The City Council established a new seven-year goal to bring that percentage up to 15% by 2032. It is projected that the workforce will grow to 12,420 by 2032[6] and 15% will be 1,864 units, which is 1,190 more than we currently have in place (674 units). If successful, we have a pipeline of developing projects that would provide ~955 units in

[5] Area Median Income (AMI) is calculated by the Department of Housing and Urban Development as a benchmark for housing affordability.

[6] Utah Long-Term Planning Projection Summary-Summit County, University of Utah Kem C Gardner Policy Institute, February 2022.

the next five to seven years. To reach the 15% goal, we must complete the pipeline projects and an additional 235 units.

In addition to housing production, the City Council is committed to updating the Land Management Code to encourage private developers to build affordable housing. In 2021, the Affordable Master Plan Development (AMPD) code was adopted to encourage development of affordable housing. The AMPD is under review again and will be addressing relief as it pertains to setbacks, height restrictions, and parking requirements to assist in reducing the cost for affordable housing development.

Update to 2022 Five Year Plan

The update to the 2022 five-year plan focuses first on the production of additional low and moderate-income housing. It is laid out first with overarching goals, followed by objectives and the final section establishes the implementation strategies for July 2025-June 2026. Implementation is laid out to align with State codified strategies included in HR 462, a law that took effect on June 1, 2022.

GOAL I: Facilitate the production of a mix of new housing units to meet the needs of the local workforce, maintain vibrancy, and increase the diversity of the community.

Objective A: Build, buy, or facilitate the construction of 1,190 new or refurbished units by 2032.

Objective B: Work with public/private partnerships to build new units.

Objective C: Ensure that new units resulting from development agreements are a mix of rental and for-sale units.

Objective D: Ensure new units are diverse to include various unit sizes and types.

Objective E: Reduce and/or eliminate municipal fees for affordable housing development.

Objective F: Preserve existing low and moderate-income units.

Objective G: Build units at various levels of affordability: Affordable and Attainable.

Objective H: Seek new tools to increase the number of units in Park City that are affordable for workforce households.

GOAL II: Enact zoning changes and amend the Land Management Code to incentivize the development of affordable housing.

Objective A: Continue on-going review of Affordable Master Plan Development code to identify ways to increase incentives for building affordable housing.

Objective B: Change zoning classifications in targeted areas to facilitate development of affordable housing following the City's approval process.

Objective C: Provide parking reductions to projects that use alternative transportation options to reduce the need for vehicle travel.

Objective D: Look for opportunities to increase height and density allowances for affordable housing development where appropriate.

Objective E: Change Land Management Code to incentivize development of affordable accessory dwelling units (ADUs) in appropriate neighborhoods and on sufficiently sized lots following the City's approval process.

IMPLMENTATION STRATEGIES FOR YEAR THREE AND FORWARD JULY 2024 – JUNE 2027

GOAL I: Facilitate the production of a mix of new housing units to meet the needs of the local workforce, maintain vibrancy, and increase the diversity of the community.

State Strategy C: Demonstrate investment in the rehabilitation of existing uninhabitable housing stock into moderate-income housing.

- Complete the rehabilitation of municipal property at 516 Marsac Avenue to preserve moderate-income housing in Park City and provide three rental units for City Employees.

State Strategy L: Reduce, waive, or eliminate impact fees related to moderate-income housing.

- Waive fees for affordable unit development in the EngineHouse, Clark Ranch, and other affordable housing projects in the pipeline.

State Strategy P: Demonstrate utilization of a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing.

- Use funds from the Lower Park RDA and affordable housing bond financing to complete the development of EngineHouse and complete the design and development of Woodside Park Phase II and Clark Ranch.

GOAL II: Enact zoning changes and amend the Land Management Code to incentivize the development of affordable housing.

State Strategy A: Rezone for densities necessary to facilitate production of moderate-income housing.

- Rezone the City-owned land at Clark Ranch and Bonanza Park to provide higher density and reduced parking for the development of affordable and attainable housing.

State Strategy G: Amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors.

- Refine the code to provide higher density in the Bonanza Small Area Plan to facilitate development of affordable housing within the area.

State Strategy H: Amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities.

- Refine the code to reduce parking requirements in the Bonanza Small Area Plan to facilitate affordable housing development within the area.

Resolution No. 13-2025

A RESOLUTION ADOPTING A 2025 AMENDMENT TO THE 2022 FIVE-YEAR MODERATE-INCOME HOUSING PLAN AS AN AMENDMENT TO THE HOUSING ELEMENT OF THE GENERAL PLAN FOR PARK CITY, UTAH

WHEREAS public notice was posted to City Hall, the Utah Public Notice Website, and the City Website on April 24,2025 published in the Park Record on April 26, 2025, and mailed to affected entities on April 25, 2025, for the May 14, 2025, Planning Commission public hearing and the June 12, 2025, City Council public hearing.

WHEREAS the Planning Commission conducted a public hearing on May 14, 2025, regarding the 2025 Amendment to the 2022 Moderate Income Housing Plan as an amendment to the Housing Element of the General Plan.

WHEREAS on May 14, 2025, the Planning Commission voted to forward to the City Council a positive recommendation regarding the 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan as an amendment to the 2025 Housing Element of the General Plan.

WHEREAS on June 12, 2025, the City Council reviewed the 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan and held a public hearing pursuant to Utah Code § 10-9a-404 and § 10-9a-408.

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

SECTION 1. ADDENDUM TO THE PARK CITY GENERAL PLAN. The 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan attached as Exhibit A hereto is hereby approved and adopted as an Amendment to the Housing Element of the Park City General Plan.

SECTION 2. FILING OF THE 2025 AMENDMENT TO THE 2022 MODERATE- INCOME HOUSING PLAN. The 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan attached as Exhibit A hereto shall be filed with the Utah Department of Workforce Services by August 1, 2025.

SECTION 3. POSTING OF THE 2025 AMENDMENT TO THE 2022 MODERATE-INCOME HOUSING PLAN AS AN ADDENDUM TO THE 2025 GENERAL PLAN FOR PARK CITY, UTAH. The 2025 Amendment to the 2022 Five-Year Moderate-Income Housing Plan as Exhibit A hereto shall be posted on the Park City Municipal Corporation website by August 1, 2025.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED this 12th day of June 2025.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney’s Office

City Council Staff Report

Subject: Ordinance Creating a Director of Finance Position
Authors: Sarah Mangano
Department: Human Resources
Date: June 12, 2025

Recommendation

The City Council should review and consider our recommendation to adopt an Ordinance that will create the Finance Director position. The Utah Fiscal Procedures Act requires that if the position is created, it is created by ordinance or resolution. We recommend creating it by ordinance and putting it in Title 2, Administration, Chapter 4, City Administration.

Executive Summary

The Utah Fiscal Procedures Act requires that a Director of Finance be a "qualified person" and be "appointed and removed by the mayor, with the advice and consent of the legislative body." Utah Code section 10-6-157(2)(a).

Background

In 2009, the Park City Code was amended to clarify the duties and powers of the Treasurer, helping ensure the clear and proper separation of duties within Park City's Finance Department. These amendments aligned with Utah Code Section 10-6-157 and the Uniform Accounting Manual For Utah Cities (page 20), stipulating that the City's Treasurer's responsibilities should not overlap those of the clerk or city recorder. The Finance Manager has historically undertaken the fiscal duties of the City Recorder and performed as a finance director. The Treasurer's duties remain distinct and separate.

Analysis

Park City Municipal has multiple internal services departments, including Finance, Budget, Human Resources, and Information Technology. Finance is the only department that is headed by a Manager, rather than a Director. For internal equity purposes, we propose changing the title of Finance Manager to Finance Director to ensure the job title matches its duties. This change ensures clarity in expectations, aligns responsibilities with organizational goals, and helps maintain and attract the right candidates and evaluate performance more effectively. For example, the 2024 compensation study conducted by NFP recommended the Finance Manager position in Range 18 with the Budget and Human Resources Director.

This recommendation does not have a fiscal impact; it only requires a change in title and the necessary compliance with the Fiscal Procedures Act.

Exhibit A: Director of Finance Ordinance 2025-014

Ordinance No. 2025-14

AN ORDINANCE ENACTING TITLE 2, CHAPTER 4, SECTION 13 OF THE MUNICIPAL CODE OF PARK CITY

WHEREAS, The Uniform Fiscal Procedures Act for Utah Cities, Utah Code section 10-6-157, authorizes the Park City Council to create a director of finance position to perform certain duties established in the Act;

WHEREAS, the Act requires a director of finance to be qualified and appointed and removed by the mayor, with the advice and consent of the City Council; and,

WHEREAS, the City Council finds that creating a director of finance title will resolve internal equity discrepancies among similar internal services departments, and

BE IT ORDAINED BY THE CITY COUNCIL OF PARK CITY, UTAH, THAT:

Title 2, Chapter 4, Section 13 of the Municipal Code of Park City is adopted to read as shown in Exhibit A. This Ordinance shall become effective upon publication.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
City Attorney's Office

2-4-13 Director of Finance

There shall be a Director of Finance who shall be appointed and removed by the Mayor with the advice and consent of the City Council. The Director of Finance shall report to and be supervised by the City Manager. The Director of Finance shall perform the financial duties and responsibilities of the City Recorder as established by Utah Code Section 10-6-157, as amended. The Director of Finance may not also serve as the City Treasurer.

City Council Staff Report

Subject: APWA and 2025 Update to the Park City Supplemental Standard Plans and Specifications
Author: Becky Gutknecht, P.E., John Robertson, P.E., City Engineer
Department: Engineering
Date: June 12, 2025

Recommendation

Consider approving an Ordinance adopting the most current version of the American Public Works Association (APWA) Utah Chapter standard plans and specifications, and the Park City 2025 Supplemental Standard Plans and Specifications (2025 Supplemental Standards). These will serve as the standards and guidelines for the design and construction of projects, including private development, within existing and future public rights-of-way.

Background

The City Engineer maintains a set of specifications and plans that establish the standards, general guidelines, and requirements for the design and construction of infrastructure, including private development work within existing and future rights-of-way. These standards set quality and consistency standards in materials and construction methods and, combined with regular inspections, increase the longevity and functionality of public improvements, helping to reduce long-term maintenance costs. Standard specifications also provide contractual language to guide the behavior of contractors and define the relationship between contractors and the City during construction activities.

The Engineering department, in collaboration with Public Utilities, Public Works, and IT, made a significant revision to the existing Park City Supplemental Standard Plans and Specifications in 2024. City Council adopted these revised 2024 Supplemental Standards as well as the most current version of the APWA Utah Chapter standard plans and specifications on April 4, 2024.

The APWA standards were created to provide uniform construction practices throughout Utah, establish standard requirements for supplying and installing materials and systems, and present industry consensus on the uniform organization and sequencing of specifications. These are commonly adopted across Utah and enable Park City to establish consistency of construction materials and practices.

Due to Park City's unique location, challenges, and characteristics, however, supplementing the APWA standards with the Park City Supplemental Standard Plans and Specifications was necessary. The Park City Supplemental Standard Plans and Specifications were developed to address these unique conditions and consolidate various City standards, including water and street standards, into a single document on

the City's website for consistency and easy reference. While the last major revision was addressed in 2024, we have made additional minor changes over the past year, including revising the asphalt mix specification, clarifying regulations regarding the abandonment of utilities, and establishing standards for crosswalks.

The Land Use, Development and Management Act, found in Title 10, Chapter 9a, of the Utah Code (commonly referred to as LUDMA), authorizes and governs land use and zoning regulations by cities. Because the APWA and 2025 Supplemental Standards detail and define various aspects of development, they fall under the requirements of LUDMA. Thus, for formal adoption of the APWA and 2025 Supplemental Standards, the regulations of Utah Code Title 10, Chapter 9a must be followed, including proper written notice, public hearing, positive recommendation from Planning Commission, and eventual adoption by the City Council.

In accordance with this requirement, on May 14, 2025, the Planning Commission reviewed a recommendation to forward to the City Council a proposal to adopt the APWA and 2025 Supplemental Standards. They voted to forward a favorable recommendation to City Council for adoption of the APWA and 2025 Supplemental Standards.

Attachments

A 2025 Park City Supplemental Standard Plans & Specifications
B Ordinance to Adopt PCMC Supplemental Standard Plans & Specifications and APWA Manuals of Standard Drawings and Specifications

2025
Supplemental Standard Plans & Specifications

ADOPTED BY PARK CITY COUNCIL XXXX XX, 2025

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DIVISION 100 ADMINISTRATIVE & GENERAL REQUIREMENTS

100.01 Introduction to Park City Engineering Standards

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Explanation of adopted engineering standard plans and specifications for construction improvements occurring within Park City right-of-way or properties. Park City Engineering Standards includes the most current versions of the:

Park City Supplemental Standard Plans and Specifications (SSPS)
American Public Works Association Utah Chapter Manuals of Standard Plans and Specifications (UAPWA)

1.2 STANDARDS EXPLAINED

A. Park City Municipal Corporation (PCMC) has adopted the most current versions of the UAPWA Manuals of Standard Plans and Standard Specifications, including approved amendments.

B. These SSPS are intended to provide supplemental information to the most current version of the UAPWA.

C. The Utah Manual of Uniform Traffic Control Devices (MUTCD) is adopted in its current edition at the time of permit approval.

D. Technical Specifications produced by industrial or trade associations that are referred to in this document (ASTM, AASHTO, ANSI, etc.) are adopted as their most current version. Upon approval by the City Engineer or Designee, these Technical Specifications may be modified or deleted by appropriate notes identified on Approved Drawings.

E. Drawings and specifications must additionally conform to Park City Municipal Code which can be found at the following link: https://parkcity.municipalcodeonline.com/book?type=ordinances#name=Preface

F. For standard specifications and drawings for sanitary sewer systems, Park City defers to Snyderville Basin Water Reclamation District (SBWRD). All sewer design and construction shall conform to the latest SBWRD requirements which can be found at: https://www.sbwrd.org/standards-and-specifications/

G. Park City Water has developed standards different from the APWA that have been accepted by the Utah Division of Drinking Water. All Water system design and construction shall conform to Park City Water Standards contained herein.

H. All public improvements constructed in the Park City's right-of-way, on Park City property, or facilities intended to be operated or maintained at any time by Park City are required to comply with these standards. Engineering standards are also applicable to private development site design, and all new development and redevelopment projects are required to adhere to these standards.

I. Design Exceptions (DE) to specific standards must be approved in writing by the City Engineer or Designee. A request for a DE must be submitted to the City Engineer's Office. It will include documentation explaining why the standard cannot be reasonably met and thus justification for exception as well as the proposed modification. No exceptions will be granted that have a negative impact on public health, safety, or welfare. Examples of justification for approval include the following:

- The cost to obtain the standard significantly exceeds the expected benefit.
- Required work to meet the standard is outside the scope of the project or could be better addressed by a future project.
- Topography or other geographic conditions impose an undue hardship that cannot otherwise be mitigated.

Plan approval by the City Engineer or Designee does not grant or imply a waiver from standards unless noted explicitly by the City Engineer or Designee at the time of approval. Approval of a DE by the City Engineer or Designee can only be approved for work occurring within PCMC right-of-way. The City Engineer or Designee cannot approve a DE that occurs within the jurisdiction of another agency.

PART 2 PRODUCTS Not Used

PART 3 EXECUTION Not Used

END OF SECTION

100.02 Standards for Construction

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Park City Engineering has adopted the 2017 edition of the UAPWA Manual of Standard Plans and Manual of Standard Specifications, with the following exceptions.

1.2 APWA STANDARD DRAWING EXCEPTIONS

A. Drawing exceptions:

205.1	Only type A curb is allowed
205.2	Only type G curb is allowed
238	Detectable warning surface –
	Type P – Allowable on Main St and within Historic District
	Type R – Not Allowed
	Type T – Allowable everywhere: Material shall be Cast Iron

B. Delete the following standard details, which are not permitted within Park City:

205.3	Curb and Gutter Type HB30-7
209	Curbs
213	Waterway Transition Structure
216	Mountable Curb Driveway Approach
221.1	Flare Driveway Approach Type A
221.2	Flare Driveway Approach Type B
222	Saw-Cut Driveway Approach
225	Open Driveway Approach
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Part 5	All Culinary Water requirements

C. Amend the following standard drawings:

231	Sidewalk – Add Wire Mesh as per 231 Sidewalk below

315.1 Single Grate – Use bicycle safe grate and frame (STD. DWG. 309.2)
315.2 Double Grate – Use bicycle safe grate and frame (STD. DWG. 309.2)
341.1 Precast Manhole – Add 12" of sediment storage as shown in APWA Standard Drawing – Plan 316 Combination catch basin and cleanout box

D. Add the following guide as standard drawing:
881 Park City Stair Standards

1.3 APWA STANDARD SPECIFICATION EXCEPTIONS

A. Park City has adopted APWA 32 12 05. The standard asphalt mix design, unless approved otherwise, shall be per section 1.1.A.4(3) Roadway Structural Section.

B. Delete the following sections in their entirety:
33 01 00 Water Distribution and Transmission
33 11 11 Relocate Water Meters and Fire Hydrants
33 12 16 Water Valves
33 12 19 Hydrants
33 12 33 Water Meter
33 13 00 Disinfection
33 16 13 Water Tank
33 1 00 Sanitary Sewerage Systems

PART 2 PRODUCTS Not Used

PART 3 EXECUTION Not Used

END OF SECTION

100.03 GENERAL IMPROVEMENT REQUIREMENTS & DESIGN GUIDELINES

PART 1 GENERAL

1.1 SECTION INCLUDES

Requirements for one-year warranty period, road-cut restrictions, improvement requirements, and general design guidelines related to roadway/construction improvements.

A. **One-Year Warranty Period**:

If within one year after completion any work is found to be defective, the contractor or developer shall promptly, without cost to the City, either correct such defective work or remove it from the site and replace it with non-defective work. If the contractor or developer do not promptly comply, or in an emergency where delay would cause serious risk of loss, injury or damage, the City may have the defective work corrected or the rejected work removed and replaced, and all direct and indirect costs of such removal and replacement, including compensation for additional professional services, shall be collected by the City in the manner most convenient to the City from the developer and contractor. Whatever sharing of cost may be agreed upon between the developer and contractor is strictly a private matter between the developer and the contractor.

B. **Road-Cut Requirements and Restrictions:**

Any cuts shall be performed with a saw or pneumatic tool to provide a straight, neat construction line. Cuts and edges of pavement patches must not be longitudinally aligned within the wheel path of the travel way. All cuts will require a repair in accordance with APWA Section 255 – Bituminous pavement T-patch. These conditions will be met unless otherwise approved by the City Engineer or Designee.

Any street cuts, asphalt paving or street patching operations shall only occur between April 15th and October 15th; when the surface temperature, upon which asphalt paving is to be placed, is at least fifty (50) degrees F and when the wind chill factor has not fallen below thirty (30) degrees F, unless otherwise approved by the City Engineer or Designee.

Between October 15th and April 15th, non-essential street cuts, asphalt paving, and street patching operations shall only be permitted by written authorization from the City Engineer or Designee and then only when conditions established by a proper review indicate that such placements are in the best interest of the City and the public. These conditions may include but are not limited to anticipated weather conditions showing temperatures above thirty-two (32) degrees F for the day of placement and an additional three (3) days after placement, no snow being predicted within this same time period, the anticipated project schedule being of minimal imposition, and good cause for the requirement of work during the time period of road cut prohibition rather than the work occurring after April 15.

Any asphalt placed after October 15 and before April 15 will be considered temporary, to be replaced under suitable conditions in accordance with APWA Section 255 – Bituminous pavement T-patch unless otherwise approved by the City Engineer or Designee.

Newly built roads, or roads which have been reconstructed, repaved, or overlaid shall not be cut into within three years of construction unless granted an exception by the City Engineer or Designee. Roads which have been slurry-sealed shall not be cut into within one year of placement unless granted an exception by the City Engineer or Designee. Any cut which has

been granted an exception will require a repair in accordance with APWA Section 255 – Bituminous pavement T-patch that spans the full width of the road to be paid for by the owner/contractor.

Essential road cuts are defined as road cuts required for emergency repairs to infrastructure and utilities which, if left untouched, have the potential to cause significant property damage or risk to safety.

C. **Concrete Cuts:**

Cuts through concrete (e.g. sidewalk, curb and gutter, rolled gutter) require full panel replacement. Concrete section must be replaced from joint to joint. No partial section replacements will be allowable unless by approval by the City Engineer or Designee.

D. **Required Improvements:**

The following improvements are required unless waived by the City Engineer or Designee on the basis of site conditions which make these improvements unnecessary. The design of the improvements will vary depending on site conditions but should be in alignment with Park City's Adopted Transportation Plans, and other similar planning documents adopted by the City that may cover the site or adjoining public properties. Unless otherwise stipulated all improvements shall be designed and built to the standards as adopted in this document, as required per the Park City Municipal Code and as required by other generally-accepted engineering standards.

1. Curb and gutter, culverts, inlet boxes, and other drainage improvements reasonably necessary to provide proper drainage in accordance with good engineering practices and the Park City Master Storm Drainage Plan.

2. Proper grading and drainage in conformance with Park City Municipal code Section 13-5-3 Long-Term Strom Water Management.

3. Wherever possible open channels shall be preserved for all major drainages shown on the Master Storm Drainage Plan. Culverting of these channels is not allowed unless approved by the City Engineer and Public Utilities Director or their designees. Landscaping and revegetation to stabilize soils may be required.

4. All roads shall be constructed of an all-weather surface such as asphalt or concrete. Pavements shall be designed on a site-specific basis by a registered professional civil engineer. Refer to Division 200.01.1.2.B Roadway Structural Section of these Supplemental Specifications and Division 32 Exterior Improvements of the most current UAPWA Specifications for all pavement design and construction requirements.

5. Both public and private streets shall be built in accordance with all provisions in this and other adopted Park City Code Documents. Streets should be designed using cross-sections shown in the Park City Municipal Library of Recommended Roadway Cross Sections. Due to right-of-way dimensional constraints within the City the recommended cross sections may not be applicable to all projects. If project constraints make the preapproved cross-sections infeasible, the City Engineer or Designee may grant exceptions on a case-by-case basis.

6. Projects which would create an unreasonable traffic impact, either for construction or for permanent access, whether by vehicles, bicycles, or pedestrians on any City street shall be required to structurally and/or geometrically improve those streets in a manner as determined by the City Engineer or Designee. These improvements will be required such that the improved street is structurally and geometrically capable of carrying both the temporary and permanent increases in traffic when analyzed by generally accepted engineering methods.

7. A study of geological hazards by a geologist or soils engineer may be required to be submitted for all sites unless City Staff specifically omits the requirement. Cuts and fills on each site shall be balanced to minimize hauling.

8. If a site is adjacent to a street identified within the Streets Master Plan as requiring additional right-of-way, the site may be required to dedicate right-of-way for public streets in accordance with the Streets Master Plan.

9. Sidewalks and/or pedestrian pathways, including all necessary ADA improvements, may be required to be installed in accordance with Park City's Adopted Transportation Plans or as required to serve the proposed project.

10. Trails may be required to be installed. If so, they shall be installed in accordance with the most current version of the Park City Trails Master Plan. Trails shall be constructed to meet the International Mountain Biking Association guidelines. Should a development establish trails, trail easements shall be dedicated on the plat and recorded with Summit County. Easements shall be established as listed:

a. Typical backcountry trail easements require a minimum of 10’ in width and may require a professional trail designer to locate the trail appropriately in terms of grades and topography.
b. Neighborhood Trail easements may vary depending on the intent but typically range from 10-25’ in width and should provide efficient and logical connections within and through a development.
c. Multi-use pathway easements typically require a minimum of 20’ in width and should provide efficient and logical connections to existing facilities or destinations.

11. Streetlights, street signs, and traffic signs and markers. Operation and maintenance of streetlights is a City responsibility only when the light is at the intersection of two City streets. Street name signs shall be in accordance with Standard Drawings 239.1 and 293.2. Traffic signs and traffic markers (including but not limited to stop signs and pavement striping) shall be in accordance with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD). Streetlights shall be in accordance with UAPWA standards and specifications.

12. Fire hydrants are required at 500-foot intervals measured along public ways or walks or drives which are to be snow-plowed. All water mains serving a hydrant shall be a

minimum of eight-inch diameter. Each hydrant shall have an auxiliary gate valve located flanged to the tee on the water main.

13. All products and materials for public utilities shall be “MADE IN THE USA”. Steel and iron material products such as pipe, fittings, valves, manhole, meter vault, inlet box and valve box castings shall be “MELTED & MANUFACTURED IN THE USA”. If an item is not possible to source “MADE IN THE USA”, the developer/contractor may apply for an exception from the City Engineer or Designee with proof that a reasonable sourcing effort was made to comply with the “MADE IN THE USA” requirement.

14. A metallic tracer wire and high-visibility utility warning tape shall be placed over all underground utility lines.

15. All utilities and meter locations must be shown on submitted plans, including water and sewer laterals, power and phone cables, gas lines, and cable TV. Whenever a proposed project will alter, extend, or abandon sanitary sewer mains, all sewer construction shall be done according to standards established by Snyderville Basin Water Reclamation District (S.B.W.R.D.).

16. Sewer improvements as required by the S.B.W.R.D., including excess capacity as agreed upon between S.B.W.R.D. and the developer. Backfill over sewer lines in City streets or on City property shall be in accordance with these Specifications.

17. All connections to the City water system shall be inspected and metered unless otherwise approved by the City Engineer and Public Utilities Director or their Designees. All connections 4 inches in diameter or larger shall also be provided with a valve at the tee or property line and in other locations subject to the approval of the City Engineer and Public Works Director or their Designees. All connections, piping, and appurtenances on the consumer's side of the water meter or beyond a point 5 feet outside of the public right-of-way are to be owned and maintained privately, not by Park City, unless the infrastructure is dedicated to and accepted by the City. Any large addition to the water system, such as a new condominium project or subdivision, may also be required to install a master meter.

18. Infrastructure including, but not limited to, utility piping, poles, equipment, etc. that has been abandoned should be removed upon abandonment unless otherwise approved by the City Engineer or Designee.

19. A letter from each appropriate impacted utility company approving all utilities, including modification or protection but not limited to water and sewer laterals, power and phone cables, gas lines and cable TV can be required by the City Engineer or Designee prior to Park City approval. All utilities shall be placed underground unless otherwise approved by the City Engineer or Designee.

20. Water system improvements necessary to keep Park City's water storage and distribution system fully in accordance with recommendations from the Insurance

Services Office and Utah State Board of Health regulations. Improvements required include but are not limited to: reservoirs and appurtenances, including excess capacity as need to provide efficient long-term system operation, pressure reducing stations, pump stations, valves, air release valve vaults, meter vaults, water distribution lines, telemetry, and computer modeling by Park City or the consulting engineer of the City's choice as necessary to determine the impacts of a proposed development on the City water system. The City Engineer or Designee may require manhole-size valve vaults as per Std. Dwg. 709 at any valve. A completely-detailed design of each pump house will be required; scope of review includes but is not limited to exterior design and safety issues such as kill switches, ground faulting, and panel locations (2 feet off floor minimum). Pumps and motors shall have a minimum of 75% wire-to-water efficiency unless otherwise approved by City Engineer and Public Works Director or their Designees. To simplify parts inventories, water systems equipment manufacturers shall be as follows: pumps shall be manufactured by Aurora; motors by U.S. Electrical Motor; starters by Dayton; boxes and panels by Square D; chlorinators by Fischer and Porter; pump control valves by Cla-Val.

21. Locate transformers and pedestals outside of the right-of-way and within public utility easements. If the facilities cannot be located outside of the right-of-way shield may be required

22. Any staging area must be identified if requested by the City Engineer or Designee. Site survey information including detailed horizontal and vertical information relating to existing and future items may be required by the City Engineer or Designee.

23. Bus shelters, with an estimated value of $6,000.00 each, are required for major developments along bus routes. If a bus shelter is provided, the developer's architect is required to use logos and signage in the design of the shelter but is encouraged to incorporate project design themes and features into the design of the shelter.

24. Snow storage sites and snow storage easements adequate to serve all plowed spaces within and adjacent to the developments. Snow which could be shed from roofs shall be adequately accommodated to eliminate the possibility of snow and ice falling on access ways to buildings.

25. Permanent survey controls such as brass cap measurements shall be set by a licensed professional land surveyor for all new developments.

26. As-built record drawings showing the as-built location of all public improvements. All subsurface improvements shall be tied to permanent surface improvements (e.g. survey monuments).

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION Not Used

END OF SECTION

DIVISION 200 STREETS

200.01 Roadway Standards

PART 1 GENERAL

1.1 GENERAL ROAD DESIGN STANDARDS

These standards shall be applicable to all developments/construction in Park City:

A. **Roadway Design**

1.1.A.1 Roadway Cross Slopes

The purpose of sloping on roadway cross sections is to provide a mechanism to direct water off the traveled way.

1. The standard cross slope to be used for new construction on a traveled way for all types of surfaces **shall be 2 percent**.

2. For resurfacing or widening (only when necessary to match existing cross slope), the minimum **shall be 1.5 percent and the maximum shall be 3 percent**.

3. On unpaved roadway surfaces, including gravel and penetration treated earth the cross slope **shall be 2.5 percent to 5.0 percent**.

1.1.A.2 Roadway Grade Requirements

1. Roadway **shall have a maximum grade of 10%**. Segments less than 250 ft. in length with a maximum grade of 12.5% may be acceptable with City Engineer or Designee and Fire Marshall approval.

1.1.A.3 Roadway Element Width Requirements

1. All roadway design elements shall have minimum widths in compliance with the following table.

TRANSPORTATION ELEMENT	PARK CITY STANDARD MINIMUM WIDTH [FT]	*MINIMUM WIDTH [FT]* *(ONLY APPLICABLE WITH CITY ENGINEER'S APPROVAL)*
Roadways		
Shoulder	4	*2*
Transit Shoulder	12	*10*
Parking Shoulder	9	*7*
Lane (Speed Limit <30MPH)	11	*10*
Transit Lane	12	*12*
On-Street Buffer between Travel Lane and Bike Lane	4	*4*
Bicycle Lane	5	*4*
Pedestrian Ways		
Sidewalk	6	*4*
Multi-Use Path	12	*10*
Back Country Trail	4	*2*
Natural Surface Pathway	10	*10*

2. Full roadway design sections shall be in conformance with all adopted code standards.

1.1.A.4 Roadway Structural Section

1. Table 1 below is minimum allowed material thicknesses for the various roadway geometric cross sections. The actual structural section shall be based on the volume of traffic and site specific soils engineering recommendations that shall be provided to the City Engineer's office for review and approval prior to permit issuance.

2. All curb, gutter, and sidewalk shall be concrete and installed per adopted APWA Standard Plans Part 2 – Roadway.

Table 1. Minimum Roadway Structural Section Requirements

Roadway Section	Minimum Asphalt Thickness (in)	Minimum Commercial Roadbase Thickness (in)	Minimum CBR
Local Road - Non-old Town	4	9	70
Local Road - Old Town	4	9	70
Minor Residential Collector	4	9	70
Major Residential Collector	4	9	70
Commercial Collector	5	10	70
Non-UDOT Arterial	5	10	70
UDOT Arterial	4	9	70

3. Park City has adopted APWA 32 12 05. The standard asphalt mix design, unless approved otherwise, shall be a 3/8" maximum nominal aggregate size Superpave mix with PG 58-28 / 50Nd or other approved binder grade with a 15% maximum RAP content. The Public Works Director or Designee may approve alternates.

B. **Construction Season**

See 100.03 General Improvement Requirements and Design Guidelines Section 1.1-B Road-Cut Restrictions.

Any street cuts, asphalt paving or street patching operations shall only occur between April 15th and October 15th; when the surface temperature, upon which asphalt concrete is to be placed, is at least fifty (50) degrees F and/or when the wind chill factor has not fallen below thirty (30) degrees F, unless otherwise approved by the City Engineer or Designee.

C. **Traffic Control**

All construction activities shall minimize obstruction of vehicular, bicycle, or pedestrian traffic and prevent damage to completed work. In this regard, the Permitee shall keep the proper City Authorities continuously informed as to the location(s) of these operations.

Should construction activities partially or wholly obstruct a lane of travel (e.g. if traffic is unable to pass the work zone without entering the opposing lane of traffic) or will obstruct a sidewalk, it is required to obtain a Permit for a Closure of City Streets or Closure of City Sidewalks through the City Engineer's office prior to beginning the work. The application for

the permit shall include a traffic control plan that conforms to the Utah Manual of Uniform Traffic Control Devices (MUTCD)

Contact the City Engineer's office to apply for a Permit for authorization of Closure of City Streets or City Sidewalks.

In order that the effect to both the flow of traffic and damage to the new work is minimized, the permitee shall, at all times, provide approved traffic control measures (e.g. barricades, lights, flaggers and other traffic control devices) in accordance with their approved, MUTCD conforming traffic control plan and permit for closure of city streets/sidewalks and as may be required by law. All barricades needed overnight shall be lit in accordance with MUTCD.

All necessary personnel and/or devices, including any additional as directed by the City Engineer's office, shall be provided solely at the permittee's expense.

No City street or road shall be closed to vehicular traffic without first obtaining a Road Closure Permit from the City Engineer's office and prior notification to affected emergency response authorities. If a road is closed without a Permit, the Contractor shall pay a fee in accordance with the Park City Municipal Code Fee Schedule Section 1.3.4 Road Closure Permit.

D. **Right of Way: Grades Behind Gutter/Edge of Asphalt**

When landscaping or excavating on City property or the City Right-Of-Way, the following conditions shall apply:

a. The change in grade within the first five (5) feet behind the back of curb (BOC), or edge of asphalt (if there is no curb or gutter), shall not exceed six (6) inches plus or minus from the BOC grade elevation. The change in grade between five (5) feet and ten (10) feet behind the BOC, or edge of asphalt (if there is no curb or gutter), shall not exceed three (3) feet plus or minus from the BOC grade elevation.

b. Approval from City Officials is required prior to doing work on City Property. A permit may be required. Contact the City Engineer's Office for Permit requirements and/or Approval.

E. **Snowmelt Systems**

Surface runoff originating from snowmelt systems shall meet all criteria set forth in Section 13-5 Regulation And Enforcement of Storm Water Discharges Associated With Post-Construction Activities. Portions of snowmelt systems located over utility easements require a separate mechanical zone. Additionally, the utility provider may require a permanent utility encroachment that includes indemnification for the utility provider.

Proposed snowmelt systems located on a public right-of-way require Engineering Department approval. All snowmelt systems within or adjacent to the City Right-of-Way shall not drain to an unheated portion of sidewalk, hardscape, or roadway. All snowmelt systems in the ROW require a Work in the Right of Way permit and recordation of a permanent encroachment agreement. Additionally, these systems will need to have a separate mechanical zone for the ROW. If the City or associated utility provider needs to improve the ROW or access subsurface utilities, and the associated construction requires removal of a snowmelt system, then the

property owner will be responsible for the replacement/ restoration of the system.

F. **Plates (Steel/Rubber) Placed at Driveway Entrances**

Steel plates or rubber inserts (both hereby known as "driveway plates") placed at the bottom of driveways are not allowed. During new construction, driveway plates are prohibited to be installed. If a building permit is issued for work on an existing property that has an existing driveway plate, the driveway plate shall be removed prior to the final inspection.

Driveway plates can become hazardous projectiles if caught by snowplows and they can damage private property and public infrastructure and equipment. They can collect or stop debris creating street sweeping difficulties. The rubber inserts often obstruct the flow of storm water preventing proper system functionality.

If a driveway plate is thought to be necessary at a given location, an applicant may apply for City Engineer's or Designee's authorization of the driveway plate. If the City Engineer or Designee deems the driveway plate necessary and authorizes the driveway plate, the applicant must record an Encroachment Agreement for the placement (or continued presence) of a driveway plate in the City's right-of-way.

G. **Crosswalks**

Crosswalks shall be installed per MUTCD Section 3C.03, but must, at a minimum, include the following improvements for visibility unless otherwise approved by the City Engineer or Designee:

- Ladder Striping per MUTCD Section 3C.07.
    - Exceptions:
        - If the crosswalk is within the school zone it should be marked with Longitudinal Bar Striping per MUTCD Section 3C.06.
        - Artistic crosswalk striping composed of repeating patterns may be accepted by the City Engineer or Designee for significant locations.
- MUTCD Compliant Pedestrian Crosswalk Signage
- ADA Compliant Ramps including Cast-Iron Tactile Warning Surfaces

H. **Speed bumps or speed humps**

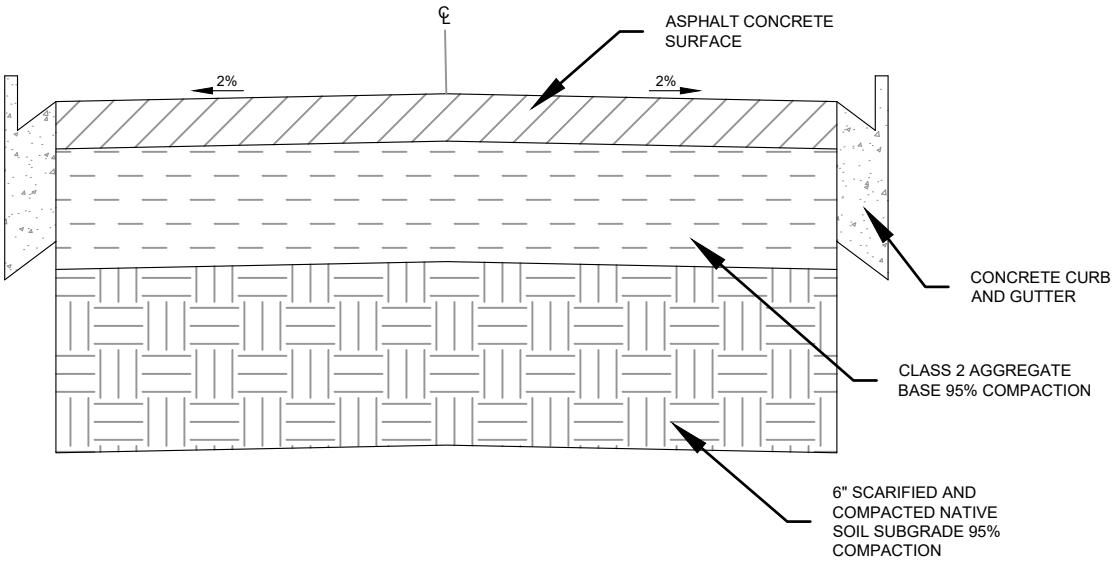
The placement of speed bumps or humps in the City roadway rights of way require approval by the City Engineer and are not recommended, in general, for placement within City roadway rights of way. They pose problems for snow removal. Thus, for safety and liability reasons these facilities require special approval by the City Engineer prior to their installation. The City recommends that other traffic calming measures be considered before the placement of speed bumps/humps.

PART 2 PRODUCTS Not Used

PART 3 EXECUTION Not Used

END OF SECTION

200.02 Standard Roadway Drawings



TYPICAL STREET STRUCTURAL CROSS SECTION

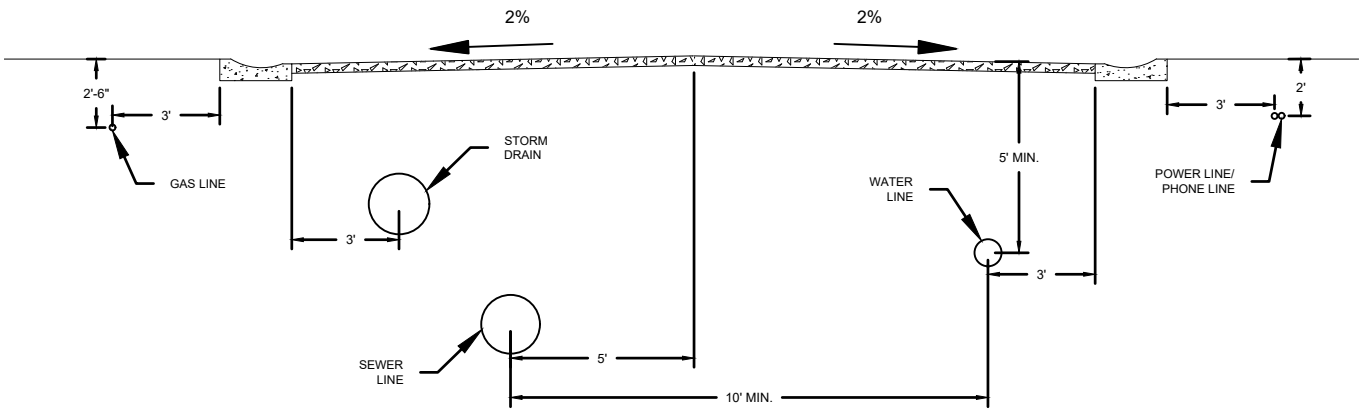
N.T.S.

MINIMUM ROADWAY CONSTRUCTION REQUIREMENTS			
ROADWAY SECTION	MINIMUM ASPHALT THICKNESS (IN)	MINIMUM COMMERCIAL ROAD BASE THICKNESS (IN)	MINIMUM CBR
LOCAL ROAD - NON-OLD TOWN	3	9	70
LOCAL ROAD - OLD TOWN	3	9	70
MINOR RESIDENTIAL COLLECTOR	4	9	70
MAJOR RESIDENTIAL COLLECTOR	4	9	70
COMMERCIAL COLLECTOR	5	10	70
NON-UDOT ARTERIAL	5	10	70
UDOT ARTERIAL	4	9	70

NOTES:

1. ALL STREET STRUCTURAL PAVEMENT SECTIONS SHALL BE BASED ON A MINIMUM CBR VALUE OF 70.
2. STREET STRUCTURAL PAVEMENT SECTION CALCULATIONS SHALL BE SUBMITTED TO & APPROVED BY THE CITY ENGINEER.
3. A SAFETY FACTOR OF 0.2 SHALL BE APPLIED IN PAVEMENT CALCULATIONS.
4. SOILD TEST DATA USED IN THE DESIGN CALCULATIONS SHALL BE FURNISHED BY A SOILS TESTING LABORATORY REPORT TO BE SIGNED AND SEALED BY A UT REGISTERED CIVIL ENGINEER.

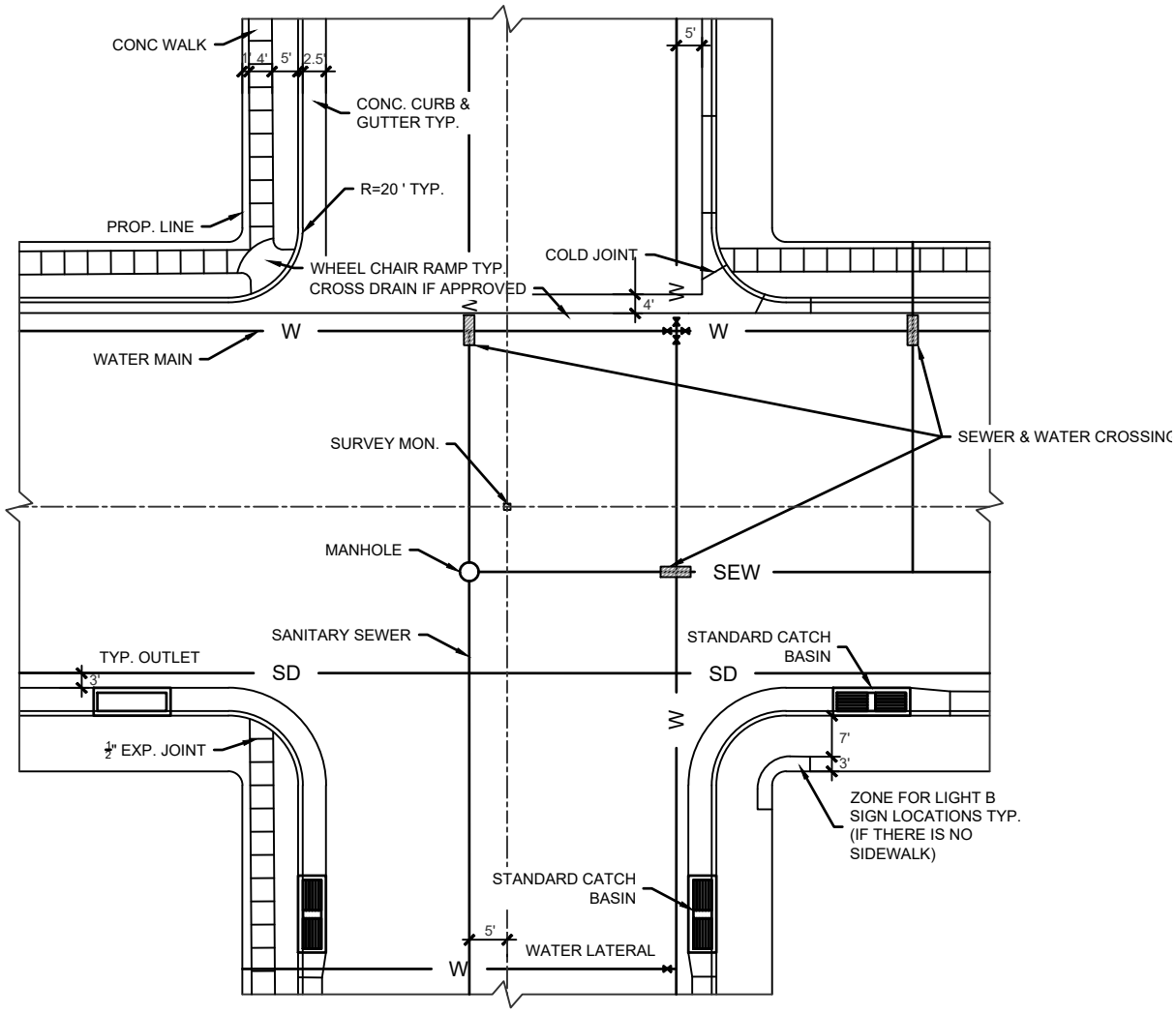
	DATE	STREET STRUCTURAL DETAILS	STD. PLAN
PARK CITY 1884	8/2020		205.5
	REV.		



NOTE:

1. WATER LINE TO BE LOCATED ON THE NORTH AND EAST SIDE OF STREETS.
2. GAS LINE TO BE LOCATED ON THE SOUTH AND WEST SIDE OF STREETS OR WHERE DESIGNATED BY THE CITY ENGINEER AND/OR THE DIRECTOR OF PUBLIC WORKS.
3. PAVEMENT SECTION TO BE DESIGNED BY A PROFESSIONAL CIVIL ENGINEER.

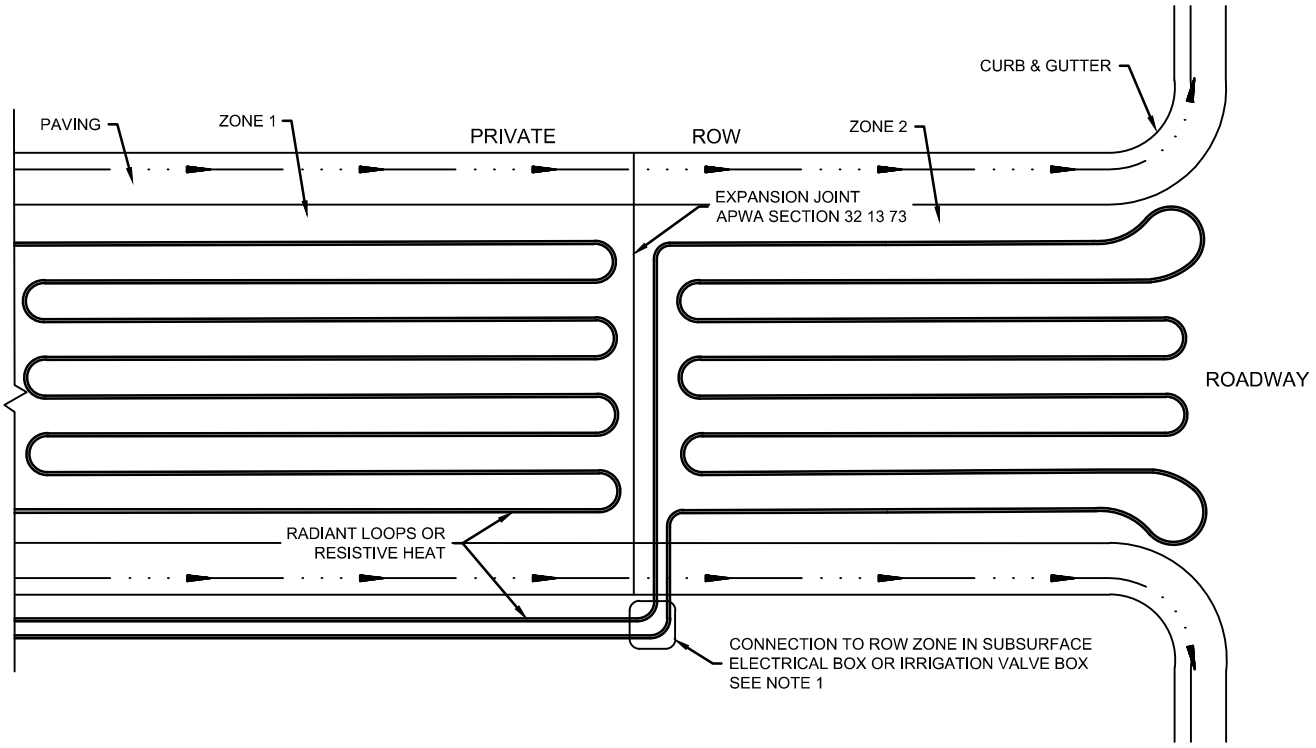
	DATE		STD. PLAN
PARK CITY 1884	8/2020	TYPICAL STREET SECTION FOR UTILITIES	208
	REV.		



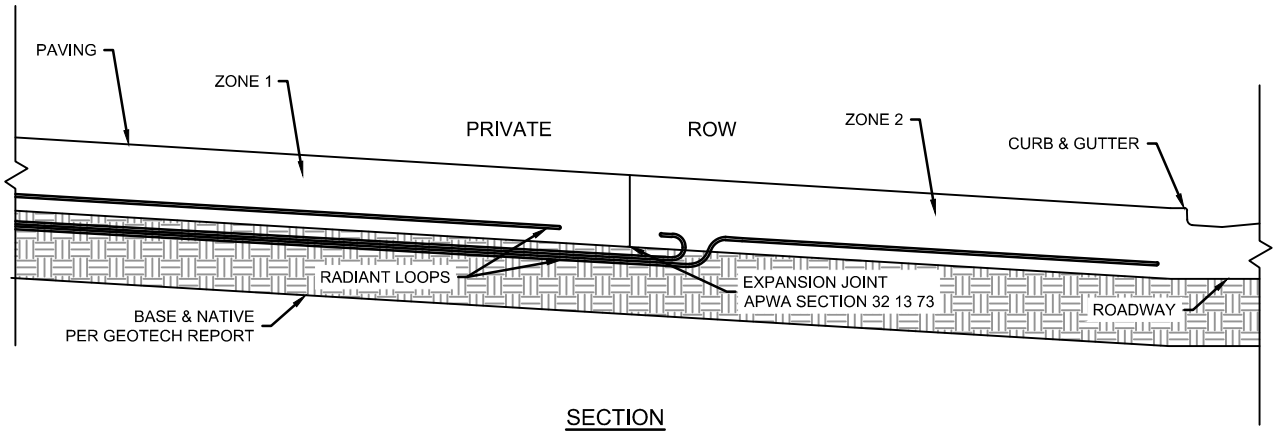
NOTE:

1. SANITARY SEWER LINES MAY VARY FROM THE LOCATION SHOWN. IN NO CASE SHALL THE SANITARY SEWER OR LATERAL BE PLACED LESS THAN 10 FEET FROM A PARALLELING POTABLE WATER LINE (INCLUDING SERVICE LINES). ALL SEWER LINES AND MANHOLES SHALL BE INSTALLED AT A MINIMUM OF 4 FEET FROM THE EDGE OF ALL CURB AND GUTTER WHEREVER POSSIBLE. SANITARY SEWER SHALL BE INSTALLED ON THE DOWNHILL SIDE OF THE STREET.
2. WHEN A SANITARY SEWER AND A WATER LINE CROSS, THE TOP OF THE SANITARY SEWER SHALL BE NO LESS THAN 18 INCHES BELOW THE BOTTOM OF THE WATER LINE.
3. WATER VALVES AND FIRE HYDRANTS SHALL BE LOCATED AS APPROVED BY THE CITY (5 FOOT MINIMUM SEPARATION BETWEEN WATER LINE AND ANY OTHER UTILITY).
4. NO WATER LINE SMALLER THAN 8-INCH DIAMETER SHALL BE INSTALLED WITHOUT APPROVAL OF THE CITY ENGINEER. NO WATER CONNECTION SHALL BE MADE WITHOUT APPROVAL OF THE PUBLIC WORKS DIRECTOR.
5. SIDEWALK ON BOTH SIDES OF THE STREET MAY BE REQUIRED BY THE CITY.

	DATE		STD. PLAN
PARK CITY 1884	8/2020	TYPICAL INTERSECTION LOCATIONS OF UTILITES	210
	REV.		



PERSPECTIVE VIEW



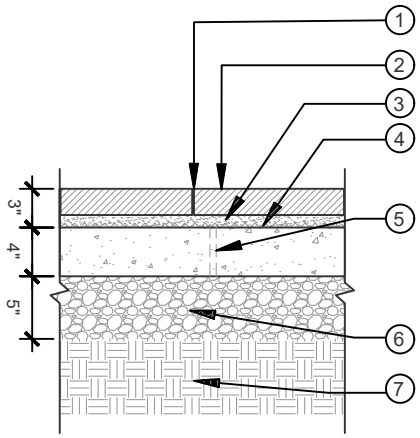
SECTION

NOTES:

1. REFER TO APWA STANDARD PLAN 731 FOR THE JUNCTION BOX, OR USE AN EQUAL ELECTRICAL CONNECTION THAT COMPLIES WITH LOCAL CODE.
2. THE HEATED PORTION OF A DRIVEWAY WITHIN THE ROW SHALL BE POWERED BY A SEPARATE ZONE THAT CAN BE SHUT OFF OR REPAIRED WITHOUT DAMAGE OR INTERRUPTIONS TO THE REMAINDER OF THE SYSTEM.
3. THE CONNECTION TO THE ROW ZONE SHALL INCLUDE A JUNCTION BOX LOCATED OUTSIDE OF THE PAVED AREA WHERE THE ROW ZONE CAN BE SHUT OFF OR REROUTED IN CASE OF DAMAGE.
4. A CONSTRUCTION JOINT/BREAK IN PAVEMENT SHALL BE CONSTRUCTED ALONG THE ROW LINE, BETWEEN HEATED ZONES, TO FACILITATE REMOVAL OF PAVEMENT IN THE ROW WITHOUT DAMAGE TO THE REMAINING DRIVEWAY.

NOT TO SCALE

	DATE		STD. PLAN
PARK CITY 1884	11/2020	HEATED PAVEMENT	217
	REV.		



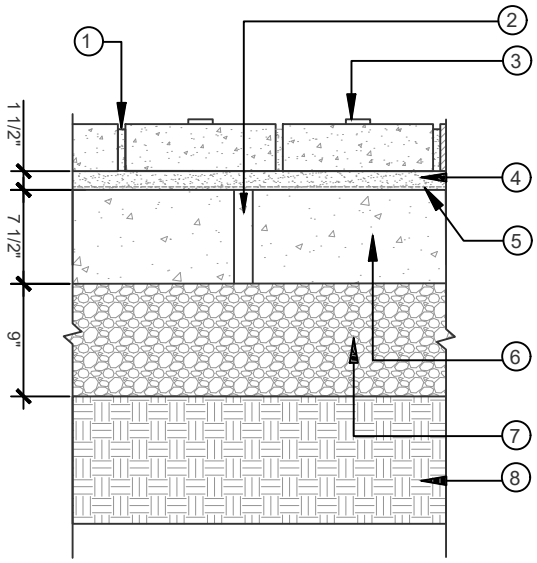
1. BUTT JOINT. TYP. (POLYMERIC SAND)
2. GRANITE STONE PAVER (2" X 12" X 12")
3. SAND SETTING BED: 1/2" MIN. & 1" MAX
4. GEOTEXTILE FABRIC; SEE SPECS
5. CONC. SLAB WITH 1/2" DIA. WEEP HOLES @ 18" O.C. GRID.
6. 95% COMPACTED BASE COURSE (75% FRACTURED FACE STONE)
7. 95% COMPACTED UNDISTURBED SUBGRADE

SECTION

NOTE:
1. TRANSITIONS TO ADJACENT PAVING MATERIALS ARE TO BE FLUSH.

1 GRANITE STONE PAVER - SECTION

NTS



1. 1/16" SAND JOINT, TYP.
2. 1" DIA. WEEP HOLE @ 18" O.C. GRID
3. TRUNCATED DOME 4"x8" PACIFIC CLAY COLOR: DARK IRON SPOT
4. SAND SETTING BED; 1/2" MINIMUM AND 1" MAXIMUM SAND THICKNESS
5. FILTER FABRIC; SEE SPECS
6. CONCRETE PAVING-TYPE 1
7. UNTREATED BASE COURSE
8. 95% COMPACTED/UNDISTURBED SUBGRADE

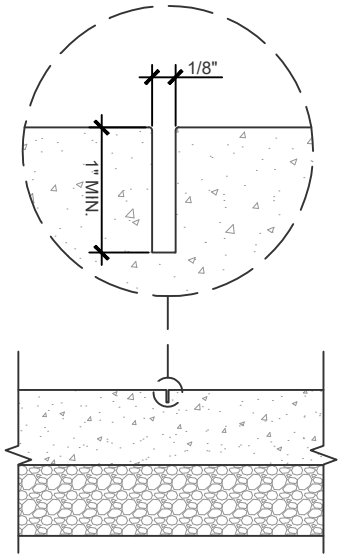
SECTION

NOTE:
1. ANY PAVERS THAT ARE CUT TO FIT MUST BE AT LEAST 1/2 THE ORIGINAL 4"x8" PAVER.

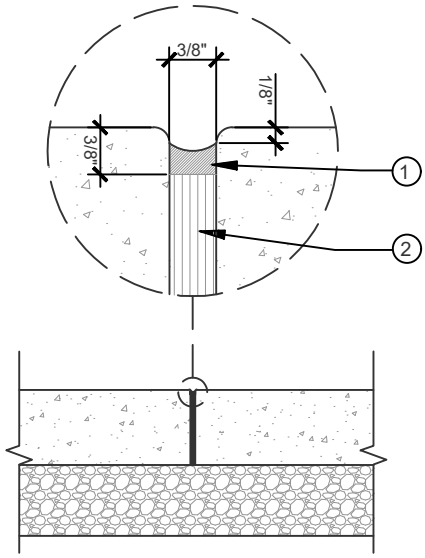
2 TRUNCATED DOME BRICK PAVING

NTS

PARK CITY 1884	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
	3/2020		230.1-A
	REV.		



SAW-CUT CONTROL JOINT



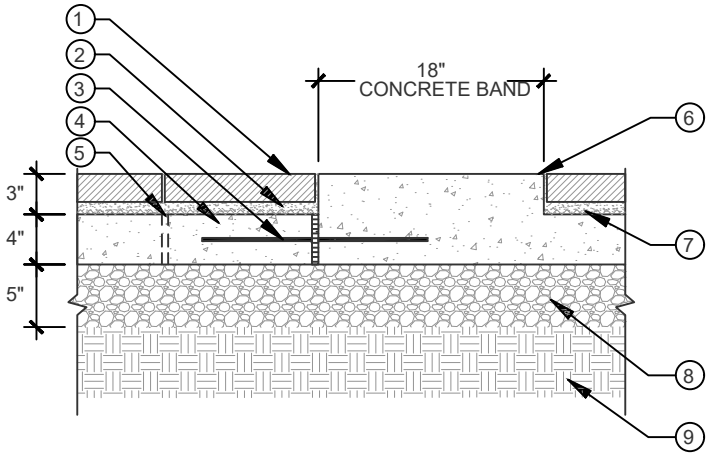
EXPANSION JOINT (E.J.)

1. SEALANT AT ALL EXPOSED E.J. AND AT EXISTING STRUCTURES
2. NON-EXTRUDED, BITUMINOUS TYPE RESILIENT FILLER

NOTE:
1. SUB-SLAB TO RECEIVE EXPANSION AND CONTROL JOINTS. ALIGN WITH JOINTS AS SHOWN ON PLAN FOR BANDING.

3 CONCRETE PAVING CONTROL JOINTS

NTS

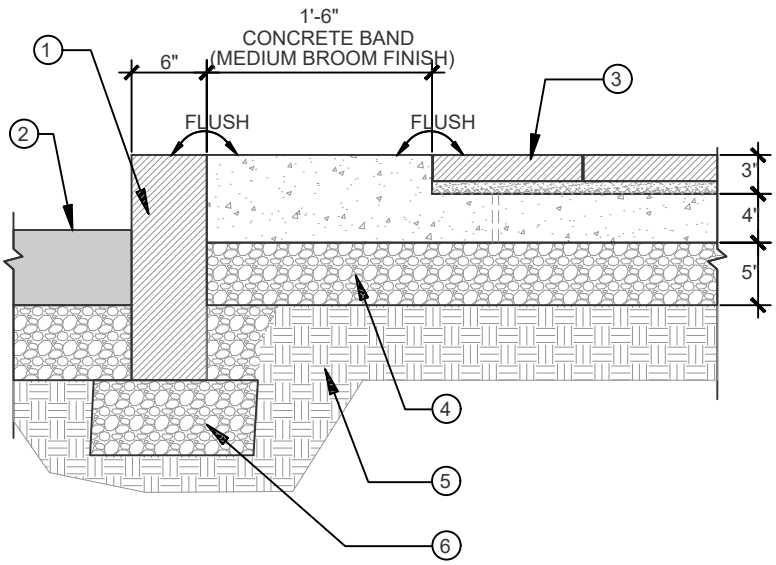


1. GRANITE STONE PAVER (2" X 12" X 12")
2. SAND SETTING BED; 1/2" MINIMUM AND 1" MAXIMUM SAND THICKNESS
3. ½" EXP. JT. MAT'L. 12" x 18" STEEL DOWEL W/ SLEEVE 24" O.C.
4. CONCRETE BASE
5. 1" DIA. WEEP HOLE @ 18" O.C. GRID
6. CONCRETE BANDING FLUSH WITH BRICK PAVERS, MEDIUM BROOM FINISH
7. FILTER FABRIC; SEE SPECS
8. 95% COMPACTED BASE COURSE (75% FRACTURED FACE)
9. UNDISTURBED SUBGRADE OR 95% COMPACTION

4 CONCRETE BAND BETWEEN GRANITE PAVERS SECTION

SCALE: 1" = 1'

PARK CITY 1884	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
	3/2020		230.1-B
	REV.		



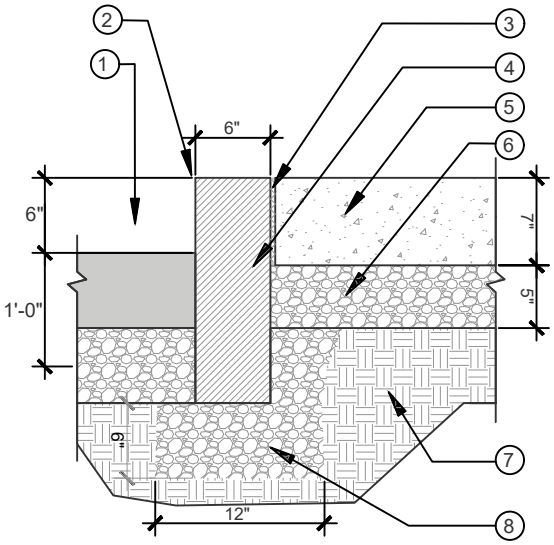
1. GRANITE CURB
2. 6" ROADWAY ASPHALT (SEE CIVIL)
3. GRANITE STONE PAVERS
4. 95% COMPACTED BASE COURSE (75% FRACTURED FACE)
5. 95% COMPACTED/UNDISTURBED SUBGRADE
6. 95% COMPACTED BASE COURSE FOUNDATION/ FLOWABLE FILL

SECTION

NOTE:
1. CONTRACTORS OPTION TO FILL ALL VOIDS WITH FLOWABLE FILL. PROVIDE COSTS FOR OWNER APPROVAL.

5 CONCRETE BAND AT GRANITE CURB SECTION
NTS

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.1-C

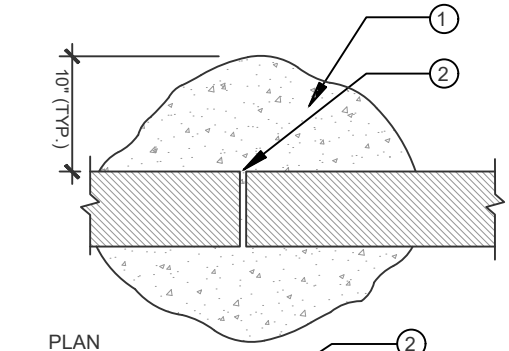


1. 6" ROADWAY ASPHALT (SEE CIVIL)
2. REMOVE ALL SHARP EDGES ON THIS CORNER
3. EXPANSION JOINT
4. GRANITE CURB, 6" X 18" X 48"
5. CONCRETE WALK BANDING
6. 95% COMPACTED BASE COURSE (75% FRACTURED FACE)
7. 95% COMPACTED/UNDISTURBED SUBGRADE
8. 95% COMPACTED BASE COURSE FOUNDATION

SECTION

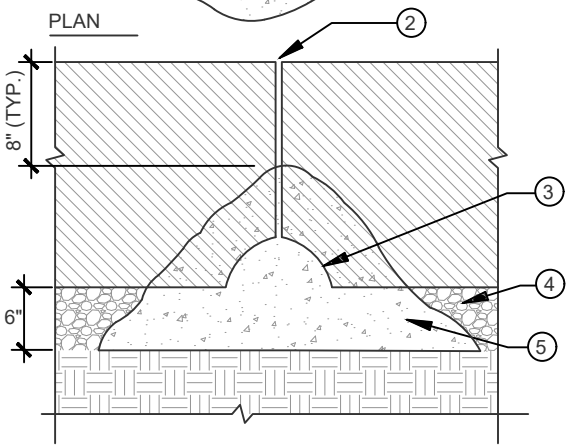
MATERIAL:

1. STONE FOR GRANITE CURBING SHALL BE HARD AND DURABLE GRANITE OF LIGHT COLOR AND UNIFORM TEXTURE, NEITHER STRATIFIED NOR LAMINATED. IT SHALL BE FREE FROM SEAMS AND EVIDENCE OF WEAKENING OR DISINTEGRATION AND SHALL HAVE GOOD, SMOOTH SPLIT FACES.
2. THE ENDS OF ALL STONES SHALL BE SQUARE WITH THE PLANES OF THE TOP AND FACE, AND SO FINISHED THAT WHEN STONES ARE PLACED END TO END AS CLOSELY AS POSSIBLE, NO SPACE MORE THAN 1/2 INCH SHALL BE SHOWN FOR FULL WIDTH.
3. ALL SHARP EDGES OF STONE TO BE REMOVED FROM CORNER ON STREET SIDE OF CURB.



1. CONCRETE MOUND, BID ALTERNATE AT CONTRACTORS OPTION.
2. 1/2" MORTAR JOINT
3. GRANITE NOTCH, BY STONE MANUFACTURE
4. GRAVEL BASE (SUBSTITUTE CONCRETE AT JOINTS)
5. CONCRETE MOUND, BID ALTERNATE AT CONTRACTORS OPTION.

PLAN



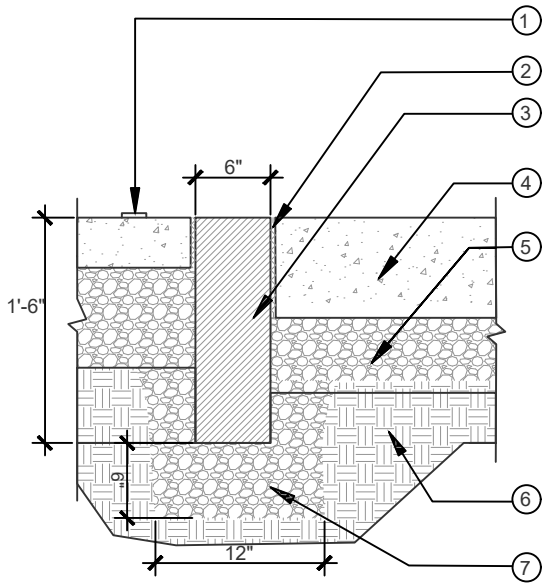
PARTIAL ELEVATION

NOTE:

1. STRAIGHT CURB 4' MIN., 10' LENGTH MAX.
2. 1/2" MAX. JOINT BETWEEN CURB SECTION. MORTARED JOINTS, TOOLED SMOOTH WITH GRANITE.
3. SEE LAYOUT SHEETS FOR EXCEPTIONS.
4. PRODUCT TO BE APPROVED BY MOCK UP.
5. SEE CIVIL DRAWINGS FOR TBC ELEVATIONS.

6 GRANITE CURB - SECTION
NTS

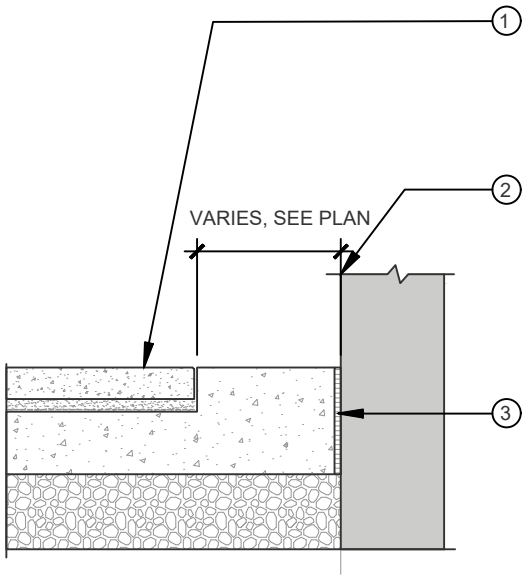
PARK CITY 1884	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
	3/2020		230.1-D
	REV.		



1. TRUNCATED DOME BRICK PAVING
2. EXPANSION JOINT
3. GRANITE CURB, 6" X 18" X 48" INSTALLED FLUSH WITH CONCRETE
4. VEHICULAR CONCRETE PAVING
5. 95% COMPACTED BASE COURSE (75% FRACTURED FACE)
6. 95% COMPACTED/UNDISTURBED SUBGRADE
7. 95% COMPACTED BASE COURSE FOUNDATION/ FLOWABLE FILL

SECTION

7 GRANITE CURB - AT DRIVEWAY
NTS

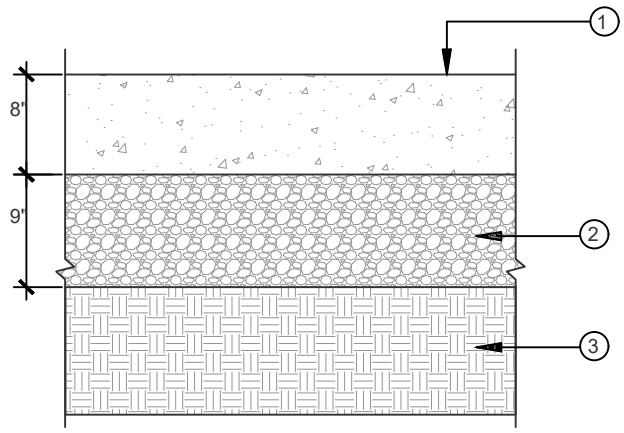


1. GRANITE STONE PAVERS
2. BUILDING FACE
3. EXPANSION JOINT AT ALL ADJACENT WALLS AND PAVEMENTS

NOTE:
1. SEE CIVIL DRAWINGS FOR ELEVATIONS AT BUILDING.

8 TRANSITION AT BUILDING
NTS

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.1-E

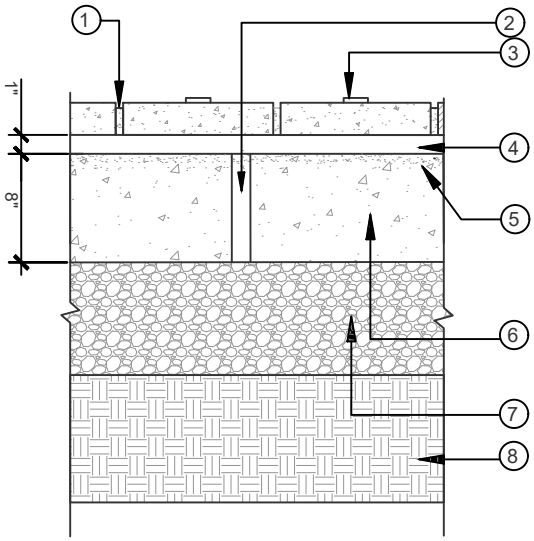


SECTION

NOTE:
1. MEDIUM BROOM FINISH
2. SEE PLAN FOR SCORE AND EXPANSION JOINT LOCATIONS

1. CONCRETE PAVING (MEDIUM BROOM FINISH)
2. 95% COMPACTED BASE COURSE (75% FRACTURED FACE)
3. 95% COMPACTED/UNDISTURBED SUBGRADE

9 VEHICULAR CONCRETE PAVING
NTS



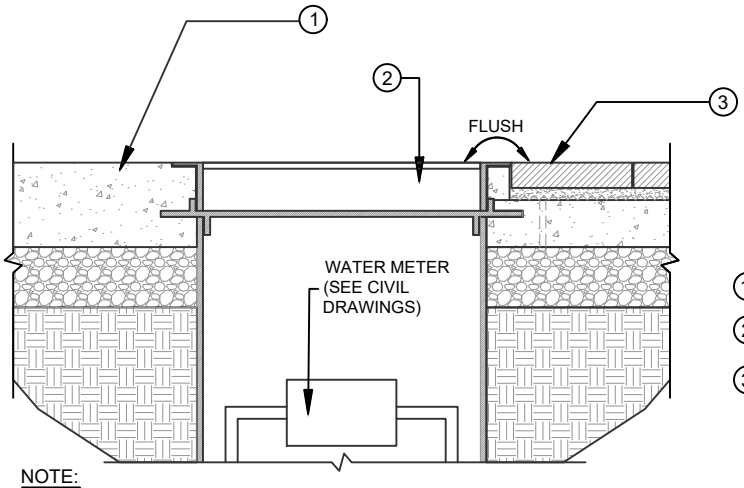
1. 1/8" SAND JOINT, TYP.
2. 1" DIA. WEEP HOLE @ 18" O.C. GRID
3. BRICK PAVER - VEHICULAR RATED
4. SAND SETTING BED; 1/2" MINIMUM AND 1" MAXIMUM SAND THICKNESS
5. FILTER FABRIC; SEE SPECS
6. CONCRETE PAVING
7. UNTREATED BASE COURSE
8. 95% COMPACTED/UNDISTURBED SUBGRADE

SECTION

NOTE:
1. ANY PAVERS THAT ARE CUT TO FIT MUST BE AT LEAST 1/2 THE ORIGINAL 4"x8" PAVER SIZE
2. HERRINGBONE PATTERNS IN TRAFFIC AREAS.
3. USE POLYMERIC SAND IN JOINTS.

10 VEHICULAR BRICK PAVING
NTS

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.1-F

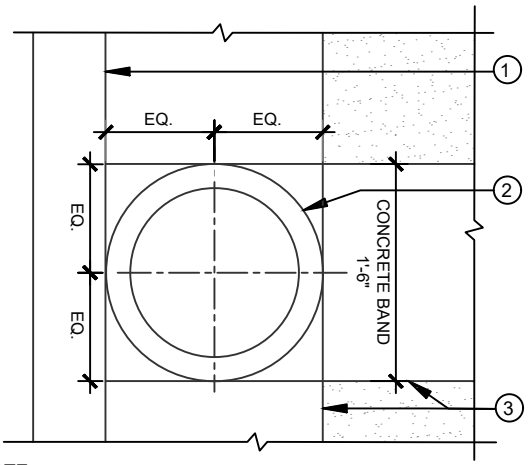


1. CONCRETE BAND
2. WATER METER VAULT (SEE CIVIL DRAWINGS)
3. GRANITE STONE PAVERS

NOTE:
1. COORDINATE LOCATION IN FIELD WITH CIVIL.
2. CUT STONE IN FIELD (1/8" MAX. JOINT).
3. ADJACENT MATERIAL MAY VARY FROM GRANITE TO CONCRETE. SEE LAYOUT PLAN FOR CONDITION.

SECTION

1 CONCRETE / GRANITE STONE PAVERS AT WATER METER - SECTION
NTS



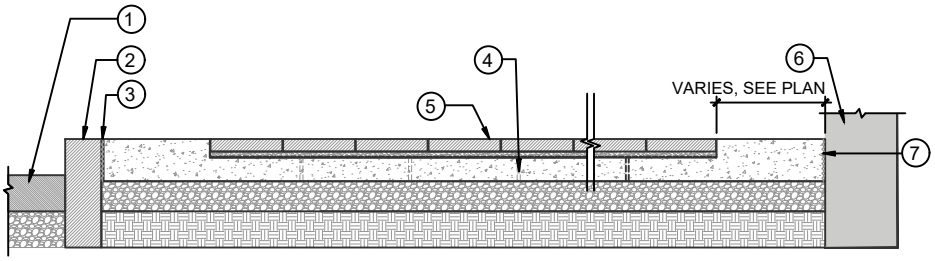
1. GRANITE CURB
2. STREET LIGHT
3. CONCRETE BAND SCORE LINE

NOTE:
1. STREET LIGHT BASE IS TO BE INSTALLED FLUSH WITH SIDEWALK ON HIGH SIDE. GROUT BOTTOM.
2. CENTER BASE IN CONCRETE SCORING.
3. SEE LIGHTING ENGINEERS DRAWING FOR FOOTING SIZE.

2 STREET LIGHT BASE
NTS

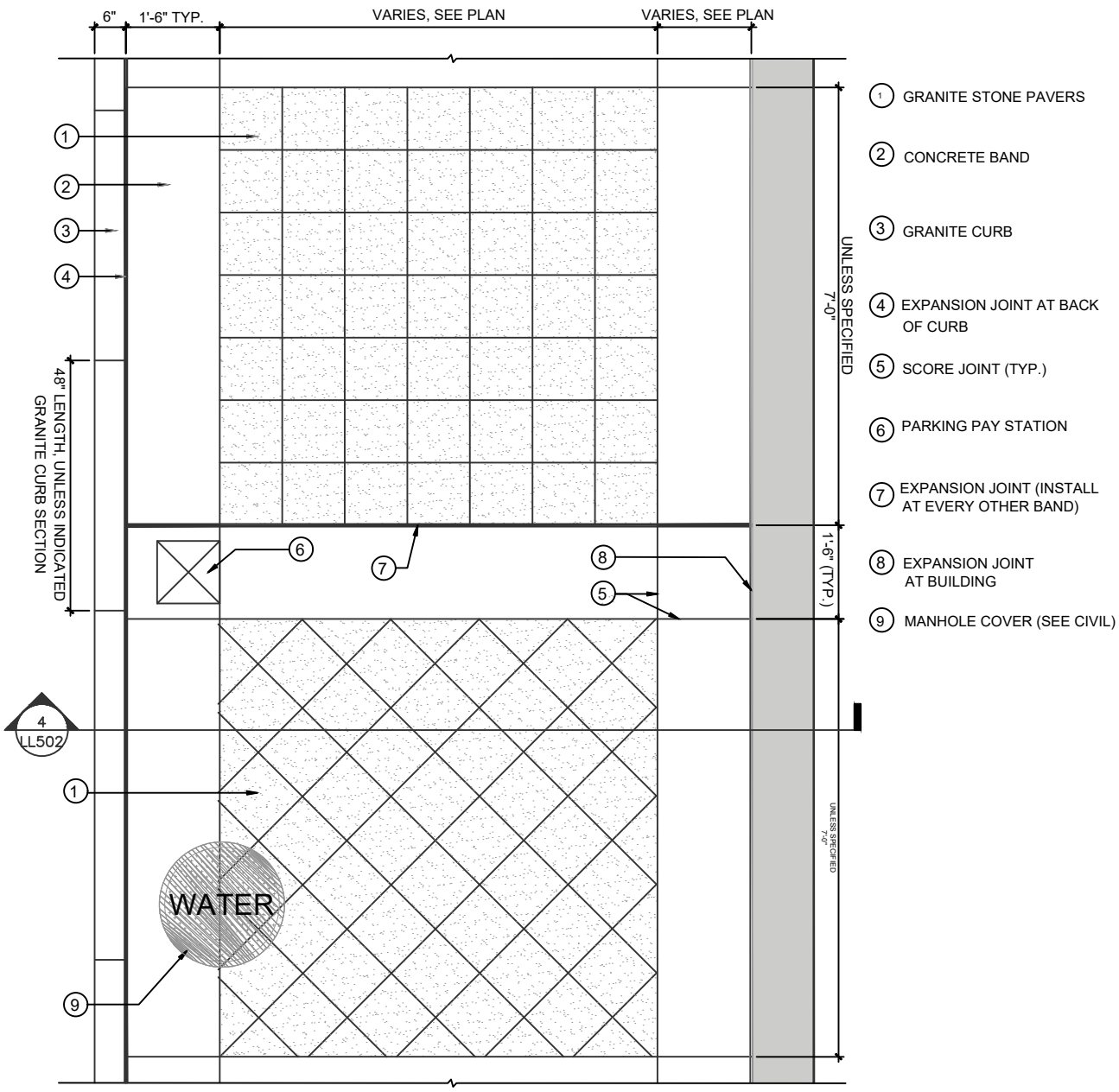
PARK CITY 1884	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
	3/2020		230.2-A
	REV.		

1. ROADWAY ASPHALT (SEE CIVIL)
2. GRANITE CURB
3. EXPANSION JOINT BEHIND CURB
4. CONC. SLAB WITH 1/2" DIA. WEEP HOLES @ 18" O.C. GRID.
5. GRANITE STONE PAVERS
6. BUILDING FACE OR ADJACENT STRUCTURE TO BE PROTECTED THROUGHOUT CONSTRUCTION.
7. EXPANSION JOINT AT BUILDING



3 SIDEWALK SECTION TYP.
NTS

	DATE		STD. PLAN
PARK CITY 1884	3/2020	MAIN STREET SIDEWALK DETAILS	230.2-B
	REV.		

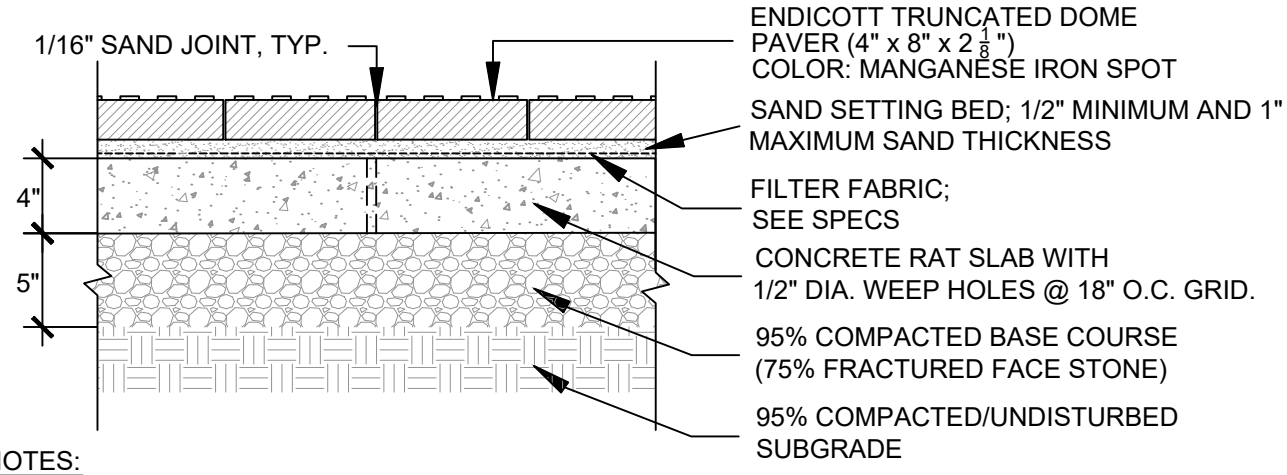


NOTE:
1. SEE LAYOUT PLAN FOR GRANITE PATTERN LOCATION.
2. BEGIN LAYOUT OF GRANITE PATTERN ON NORTH END OF EACH PANEL ON BUILDING SIDE OF WALK.
3. CONTRACTOR TO RAISE ALL UTILITY BOXES IN SIDEWALK TO BE FLUSH WITH NEW SIDEWALK ELEVATIONS, REGARDLESS OF CONDITION SHOWN ON DRAWINGS.
4. ALL BOXES AND LIDS TO BE STEEL OR CONCRETE. NO PLASTIC PERMITTED.
5. CONCRETE FINISH TO BE MEDIUM BROOM, TEXTURE TO RUN PERPENDICULAR TO CURB.
6. INSTALL EXPANSION JOINT ON UPHILL SIDE FOR EVERY OTHER PANE.

4 SIDEWALK PAVING PATTERN - ENLARGEMENT PLAN

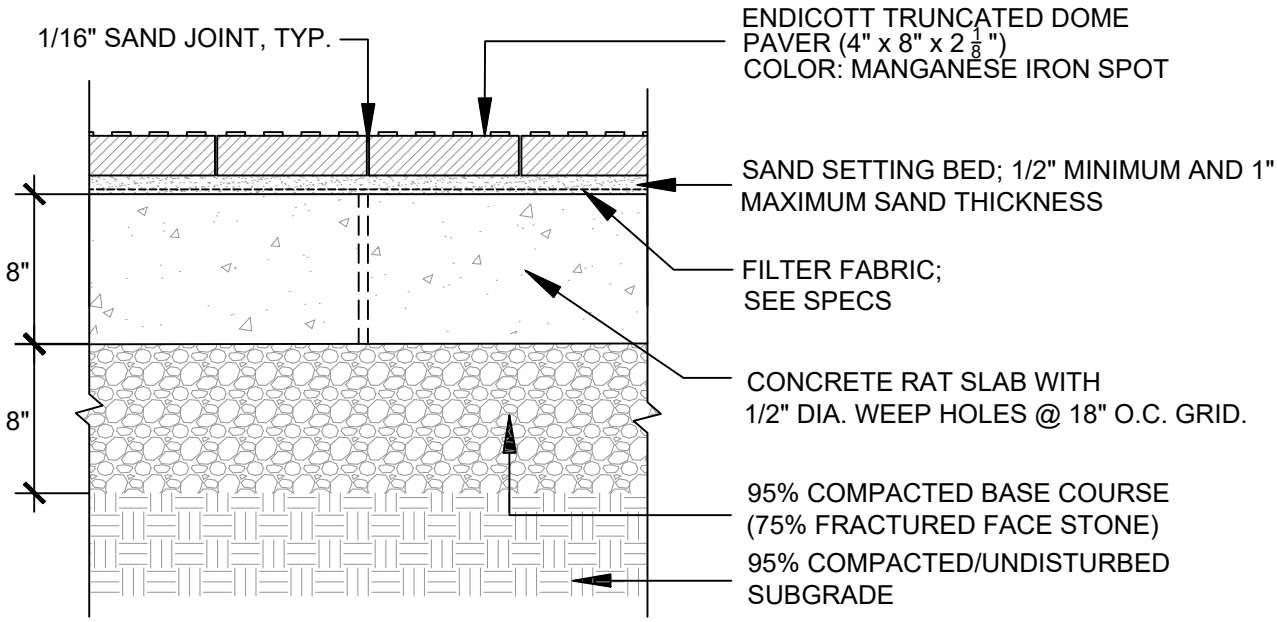
NTS

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.2-C



NOTES:
1. ANY PAVERS THAT ARE CUT TO FIT MUST BE AT LEAST 1/2 THE ORIGINAL 4"x8" PAVER

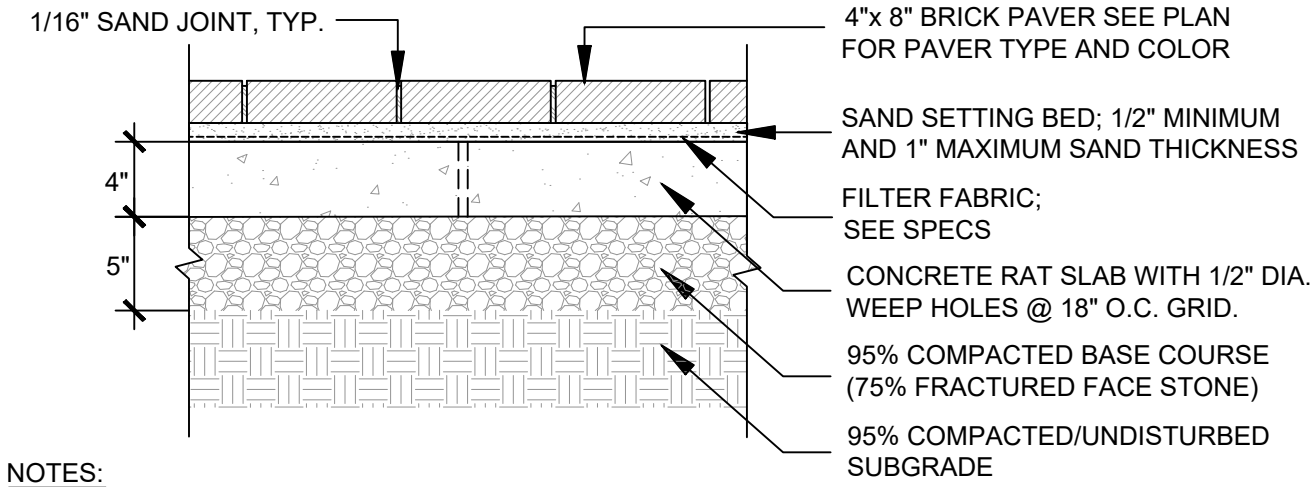
1 PEDESTRIAN TRUNCATED DOME BRICK PAVING - SECTION



NOTES:
1. ANY PAVERS THAT ARE CUT TO FIT MUST BE AT LEAST 1/2 THE ORIGINAL 4"x8" PAVER

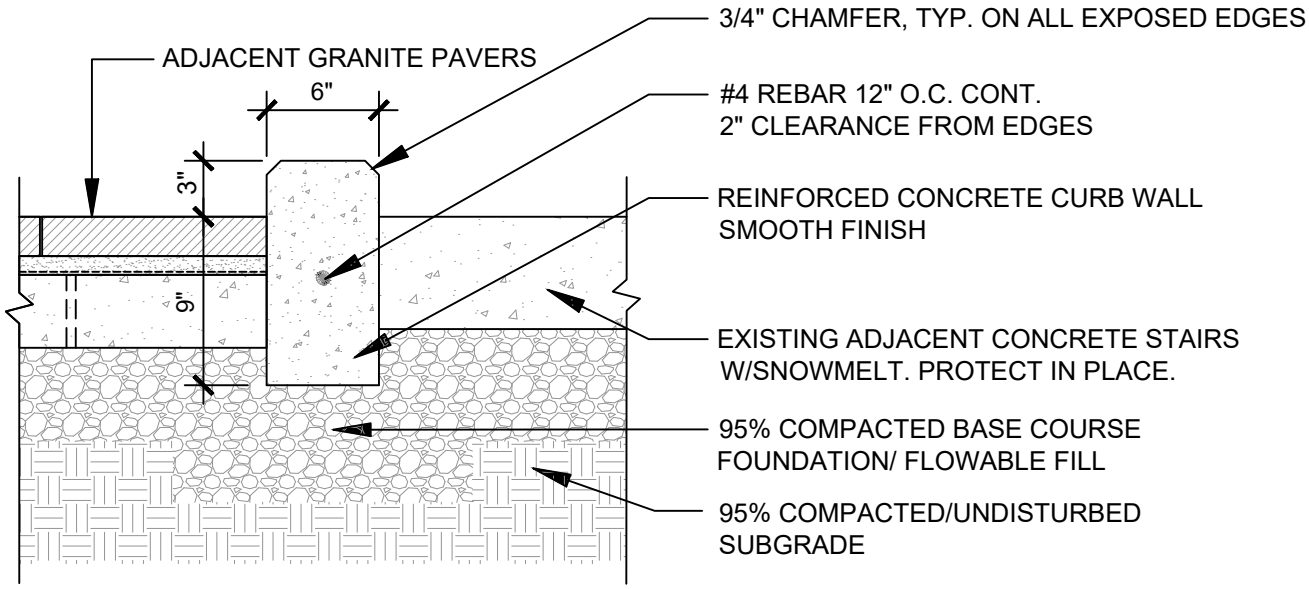
2 VEHICULAR TRUNCATED DOME BRICK PAVING - SECTION
N.T.S.

PARK CITY 1884	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
	3/2020		230.3-A
	REV.		



NOTES:
1. ANY PAVERS THAT ARE CUT TO FIT MUST BE AT LEAST 1/2 THE ORIGINAL 4"x8" PAVER.
2. TRANSITIONS TO ADJACENT PAVING MATERIALS ARE TO BE FLUSH.

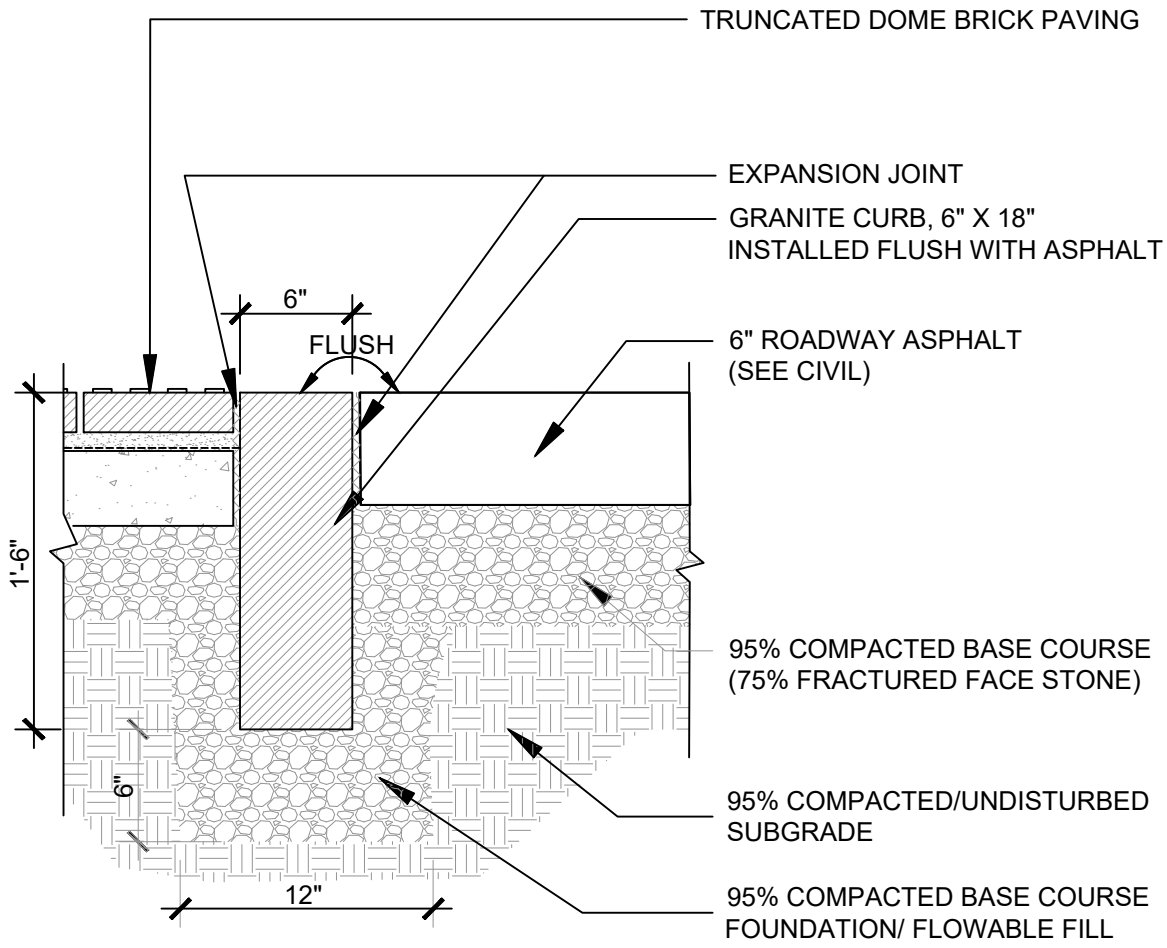
3 PEDESTRIAN BRICK PAVING - SECTION
N.T.S.



NOTES:
1. EXTRA PRECAUTION IS TO BE TAKEN WITH ADJACENT EXISTING CONCRETE STAIRS TO PROTECT SNOWMELT.
2. SEE CIVIL PLANS FOR FINISH ELEVATIONS.

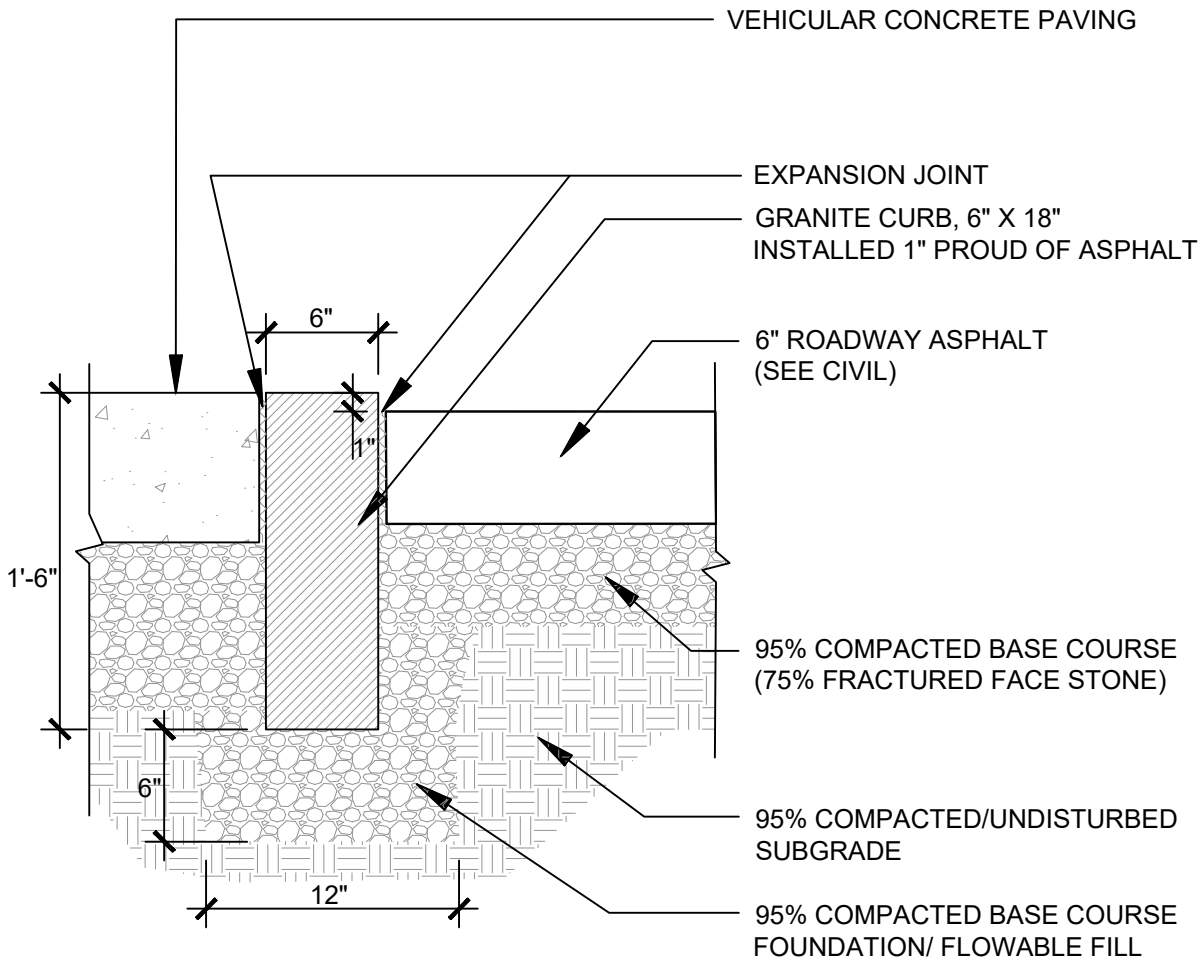
4 CONCRETE CURB WALL AT STAIRS - SECTION
N.T.S.

	DATE	MAIN STREET SIDEWALK DETAILS	STD. PLAN
PARK CITY 1884	3/2020		230.3-B
	REV.		



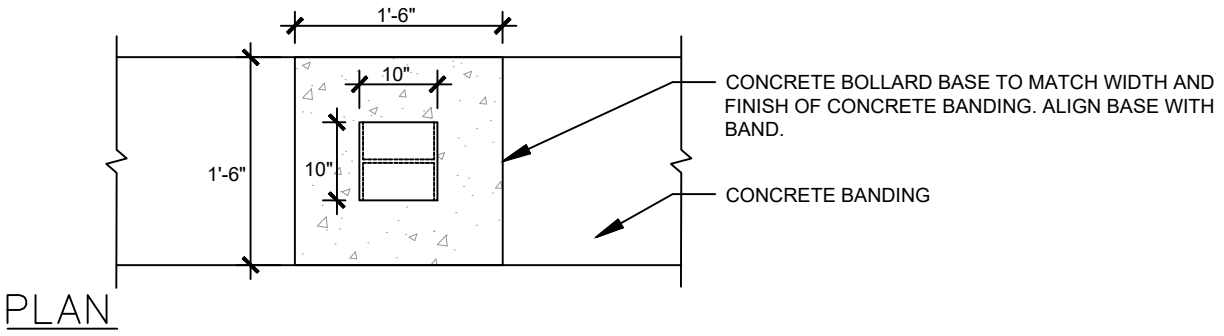
5 GRANITE CURB AT CROSSWALK - SECTION
N.T.S.

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.3-C

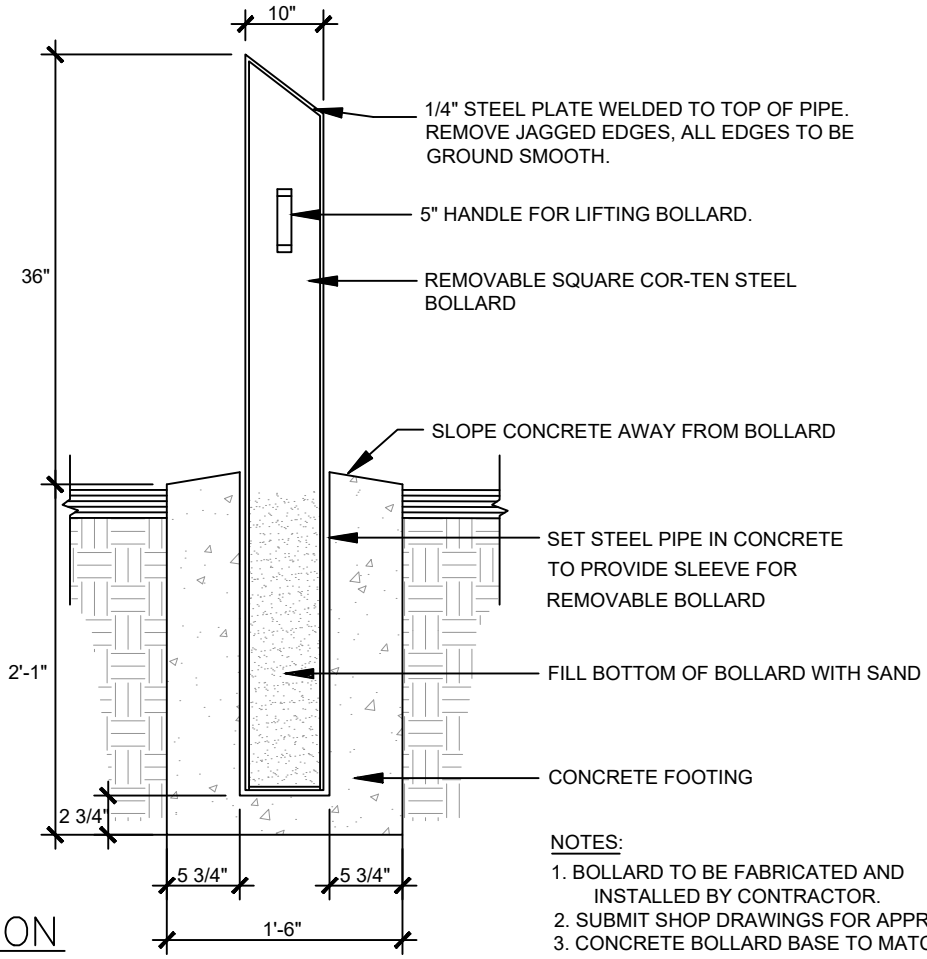


6 GRANITE CURB AT DRIVEWAY - SECTION
N.T.S.

PARK CITY 1884	DATE 3/2020 REV.	MAIN STREET SIDEWALK DETAILS	STD. PLAN 230.3-D



PLAN



SECTION

NOTES:

1. BOLLARD TO BE FABRICATED AND INSTALLED BY CONTRACTOR.
2. SUBMIT SHOP DRAWINGS FOR APPROVAL.
3. CONCRETE BOLLARD BASE TO MATCH WIDTH AND FINISH OF CONCRETE BANDING. ALIGN BASE WITH BAND.

7 REMOVABLE BOLLARD
N.T.S.

	DATE		STD. PLAN
PARK CITY 1884	3/2020	MAIN STREET SIDEWALK DETAILS	230.3-E
	REV.		

Sidewalk

1. GENERAL

A. Variance from specified dimensions and slopes must be acceptable to the ENGINEER. System configuration may be changed at ENGINEER's discretion.

B. Additional requirements are specified in APWA Section 32 16 13.

2. PRODUCTS

A. Base Course: Untreated base course, APWA Section 32 11 23. Do not use gravel as a base course without ENGINEER's permission.

B. Expansion Joint Filler: 1/2-inch thick type F1 full depth, APWA Section 32 13 73.

C. Concrete: Class 4000, APWA Section 03 30 04. If necessary, provide concrete that achieves design strength in less than 7 days. Use caution; however, as concrete crazing (spider cracks) may develop if air temperature exceeds 90 degrees F.

D. Concrete Curing Agent: Clear membrane forming compound with fugitive dye (Type ID Class A), APWA Section 03 39 00.

E. Reinforcement: Welded Wire Reinforcement 6x6 minimum W2.9xW2.9 or approved equal.

3. EXECUTION

A. Base Course Placement: APWA Section 32 05 10. Maximum lift thickness before compaction is 8-inches when using riding equipment or 6-inches when using hand held equipment. Compaction is 95 percent or greater relative to a modified proctor density, APWA Section 31 23 26.

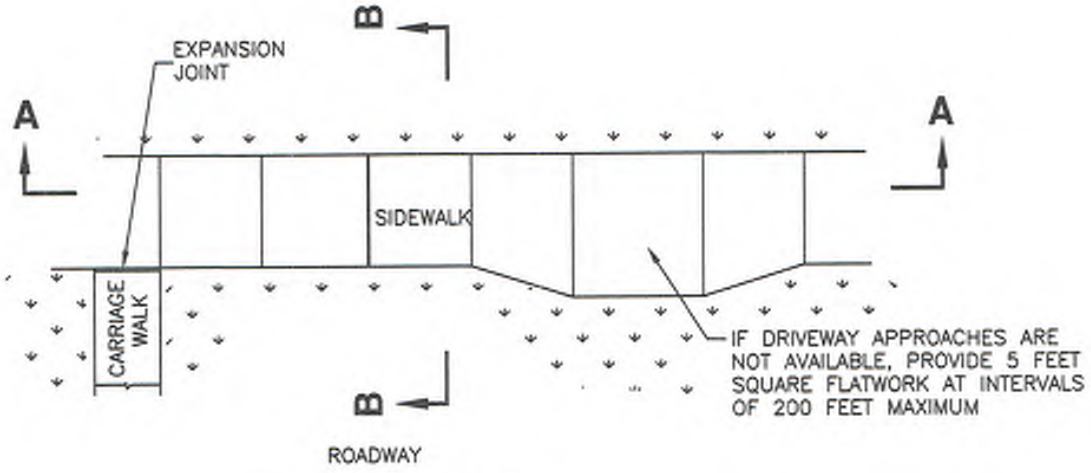
B. Concrete Placement: APWA Section 03 30 10.

1) Install expansion joints vertical, full depth, with top of filler set flush with concrete surface.

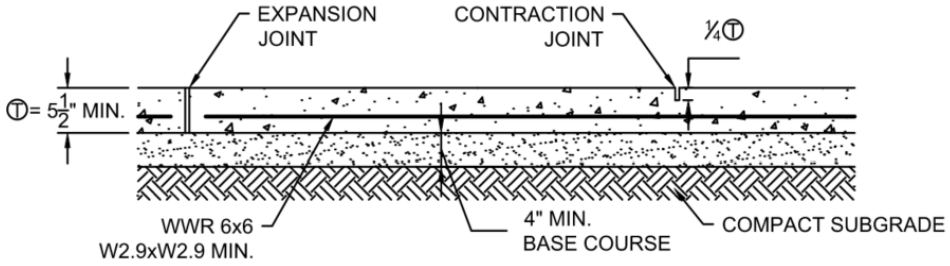
2) Install contraction joints vertical, 1/8-inch wide or 1/4 slab thickness if the slab is greater than 8-inches thick. Maximum length to width ratio for non-square panels is 1.5 to 1. Maximum panel length (in feet) is 1.5 times the slab thickness (in inches).

3) Provide 1/2-inch radius edges. Apply a broom finish. Apply a curing agent.

C. Reinforcement Placement: Ensure reinforcement is placed with minimum 2" concrete cover.



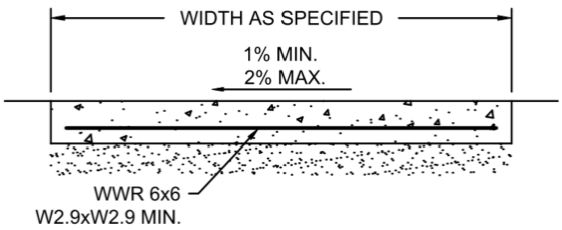
PLAN



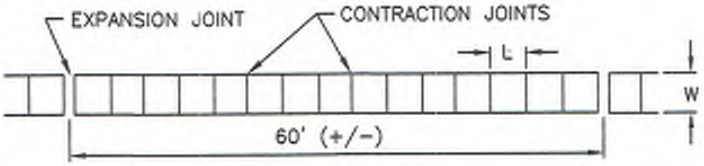
SECTION A-A

STREET TYPE	Ⓣ
RESIDENTIAL	6"
OTHER	
REPLACING EXISTING SIDEWALK	MATCH EXISTING (6" MIN.)

SEE DRIVEWAY APPROACH PLANS FOR SIDEWALK THICKNESS AT DRIVEWAYS



SECTION B-B



$L_{MIN} = W$

L_{MAX} (in feet) $= 2.5 \times$ Ⓣ (in inches)

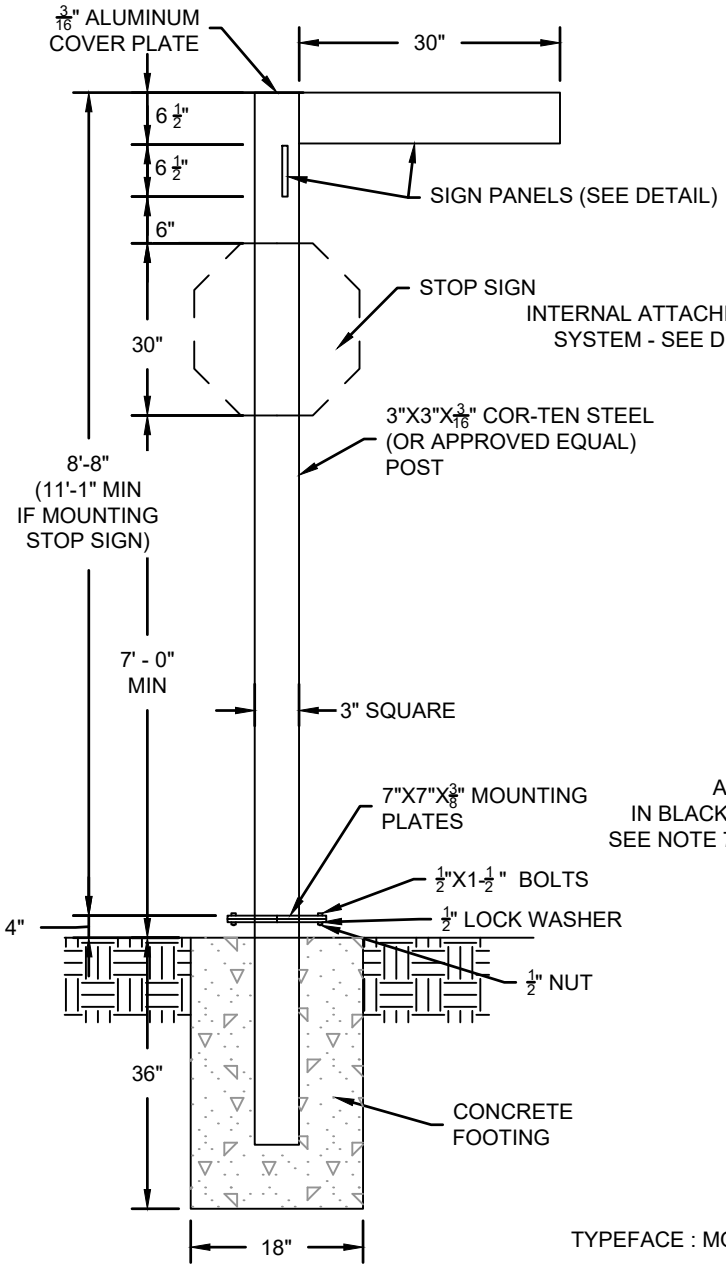
OR

$= 15$ FEET MAX

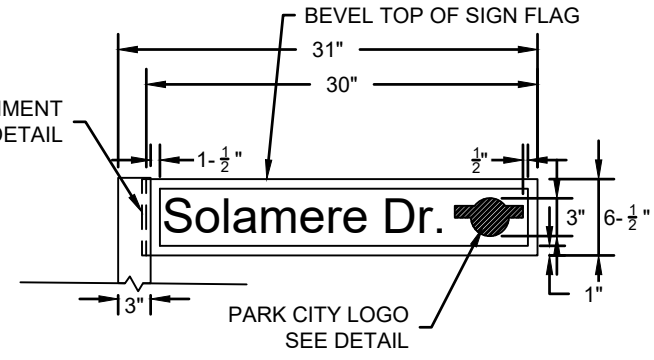
SIDEWALK JOINT DETAIL

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **ENGINEERING**	**DATE** **01/24/24** **REV.**	**SIDEWALK**	**STD. PLAN** **231**

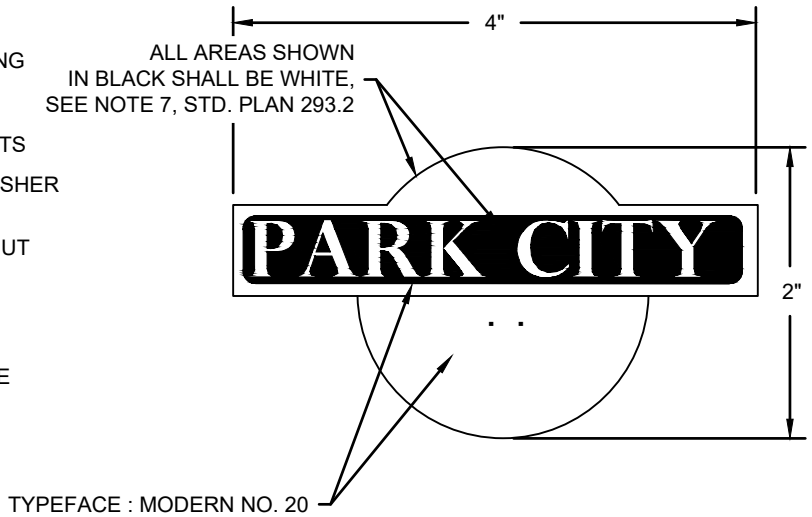
NOTE: SUBJECT TO APPROVAL OF PUBLIC WORKS DIRECTOR, STREET SIGNS AND TRAFFIC CONTROL SIGNS MAY BE MOUNTED ON STREET LIGHT POLE.



STREET SIGN ELEVATION



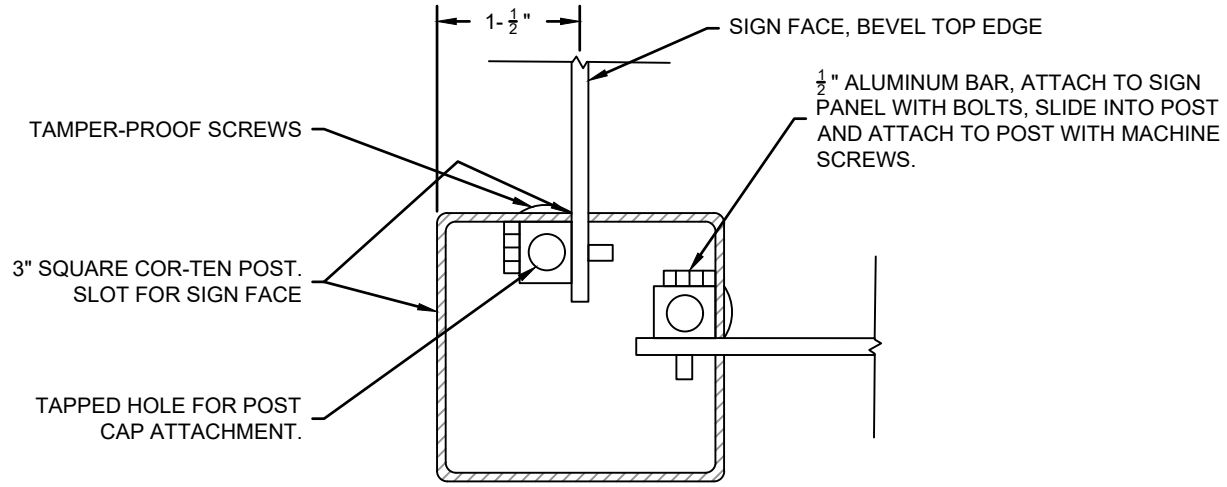
STREET SIGN FACE DETAIL



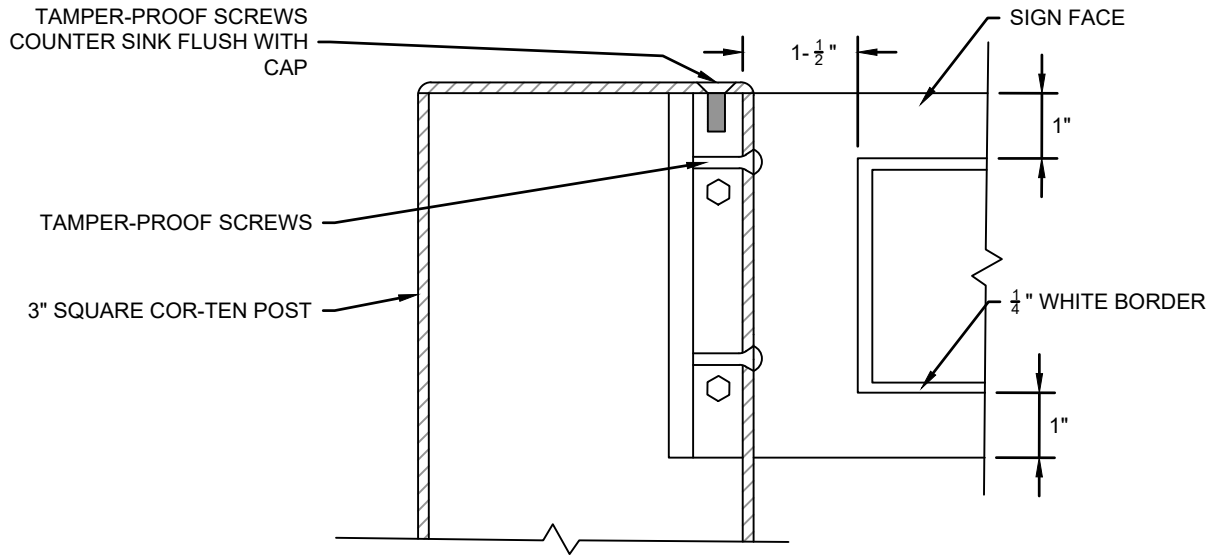
PARK CITY LOGO DETAIL

NOT TO SCALE

	DATE		STD. PLAN
PARK CITY 1884	3/2020	STREET SIGN DETAILS	293.1
	REV.		
	8/2020		



STREET ATTACHMENT SECTION

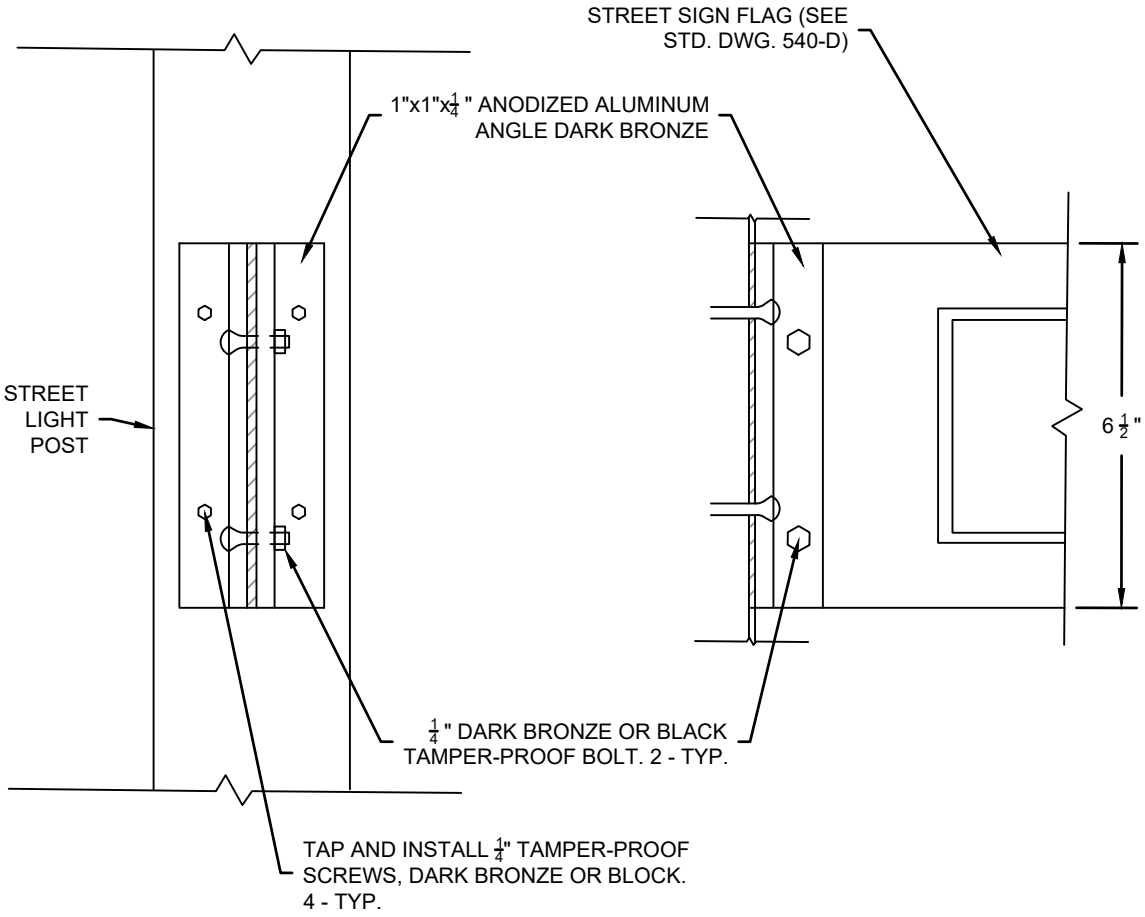


STREET ATTACHMENT ELEVATION

1. 3"X3"X$\frac{3}{16}$" COR-TEN STEEL POST.
2. 3"X3"X$\frac{3}{16}$" COR-TEN STEEL BASE EMBEDDED IN CONCRETE.
3. $\frac{1}{4}$" THICK SIGN PLATES ELECTRO-CHEMICALLY PLATED TO PRODUCE AN ANODIZED HARD COAT FINISH. MOUNT SIGN PLATES IN THE CENTER AND AT RIGHT ANGLES TO THE POST.
4. THE ATTACHMENT OF THE SIGN PANELS TO THE POST SHALL BE VANDAL-PROOF.
5. ALL FASTENERS SHALL BE DARK BRONZE TO MATCH THE SIGN FACE.
6. LETTERING SHALL BE 3" HELVETICA MEDIUM UPPER AND LOWER CASE, REFLECTIVE WHITE SCOTCH-LITE APPLIED TO FACE AND BAKED ON.
7. THE BORDER AND LOGO SHALL BE APPLIED BY SCREEN PROCESS AND SHALL BE WHITE ENAMEL.

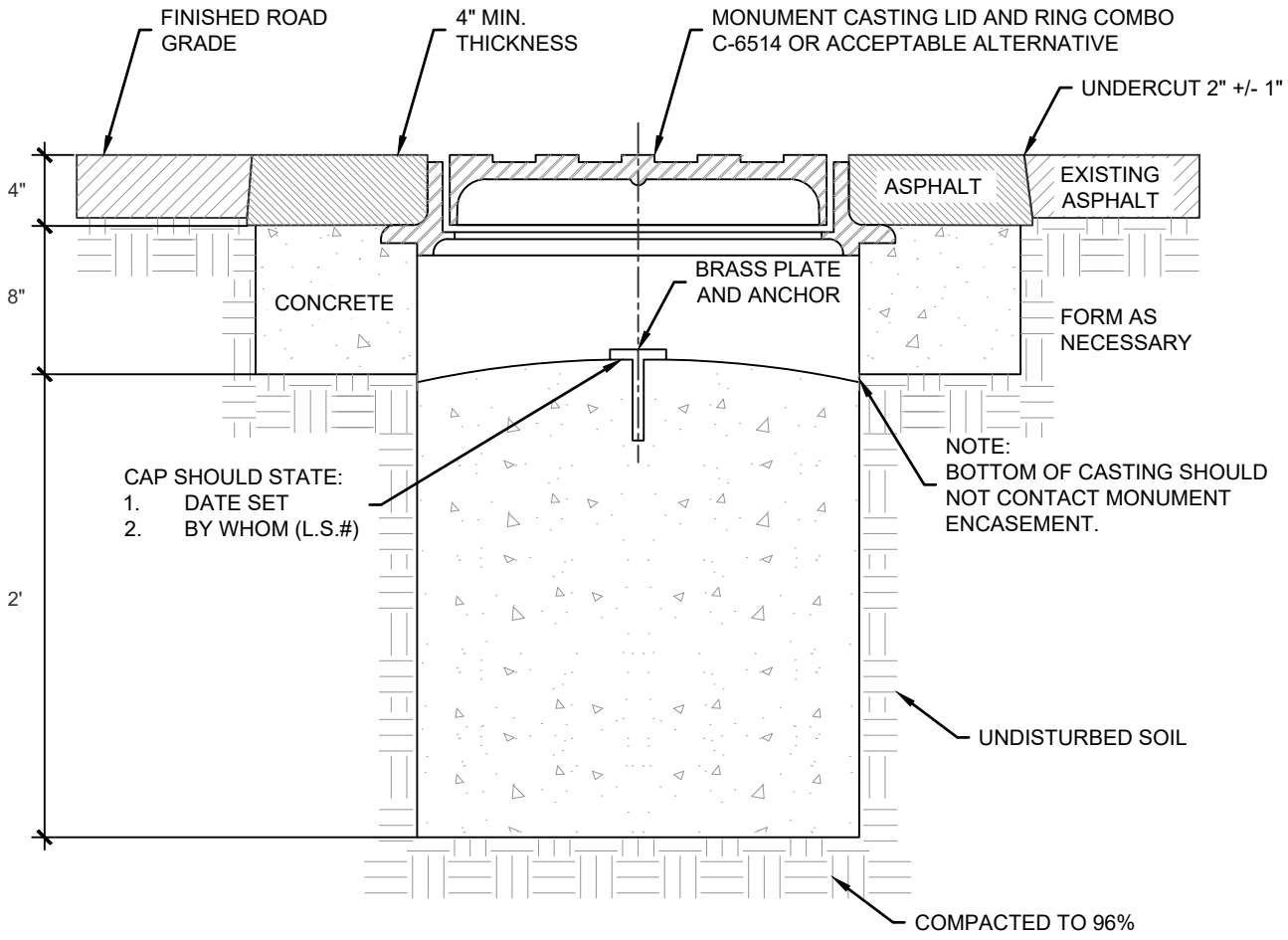
NOT TO SCALE

	DATE		STD. PLAN
PARK CITY 1884	3/2020	STREET SIGN DETAILS	293.2
	REV.		



NOT TO SCALE

	DATE		STD. PLAN
PARK CITY 1884	3/2020	MOUNTING DETAIL FOR SIGN ON LIGHT POLE	294
	REV.		



NOTE:

1. CASTINGS, CAST IRON PIPE, BRASS PLATE AND ANCHOR TO BE FURNISHED AND INSTALLED BY THE DEVELOPER UNDER CITY SUPERVISION.

	DATE	STANDARD CITY STREET MONUMENT	STD. PLAN
PARK CITY 1884	8/2020		295
	REV.		

296.01 Street Lighting Product Specifications

PART 1 GENERAL

1.1 SECTION INCLUDES

A. K828 Moderne Sr. – LED or approved equal product specifications.

PART 2 PRODUCTS

2.1 PRODUCT SPECIFICATIONS

A. LED ENGINE
   1. Light engine shall include an array of 60 or 84 solid state Cree X-Series high power LEDs (light emitting diodes). The emitters shall be mounted to a metal core circuit board using SMT technology. The LEDs and circuit boards shall then be mounted to a high-performance heat sink which is vented to the outside ambient air to provide dynamic airflow for cooling the system.

B. OPTICS
   1. External light control shall consist of high precision refractive lenses mounted above the LED emitter arrays in such a way to achieve optimum uplight control. The lenses shall also control horizontal light distribution so that Type II, III, IV or V IESNA distribution patterns are achieved.

C. LENS
   1. Lens options include: sag glass lens, shallow glass lens, or rippled acrylic deep dish lens. The glass lens shall be made of #9000 clear borosilicate glass (fully annealed). It shall maintain a minimum thickness of 0.3". The deep dish globe shall be molded of rippled acrylic Acrylite Plus Acrylic Polymer, or equivalent, having a minimum thickness of 0.09". The lens is secured by means of a cast A319 aluminum holding ring that is sealed to provide an IP66 Ingress rating. Additionally, a continuous circular gasket rated for 270°F must hold the lens into place within the cast ring assembly and assist in sealing the fixture.

D. DECORATIVE BODY
   1. The luminaire shall consist of a heavy Grade A319 cast aluminum housing that acts as the enclosure for the engine and is of adequate thickness to give structural rigidity. The engine must be affixed to the inside of the housing with stainless steel screws.
   2. The bottom decorative portion of the fixture is comprised of a one- piece spun aluminum alloy with a minimum thickness of 0.09". The spinning is permanently affixed to the cast housing with the use of stainless steel hardware.

E. PLUMBIZER
   1. Mounting options include the KPL10, KPL11, KPL20, KPL21, KPL30, KPL31, KPL40, or approved equals.

F. DRIVER
   1. The LED universal dimmable driver will be class 2 and capable of 120 - 277V or 347 - 480V input voltage, greater than 0.9 power factor, less than 20% total harmonic distortion. The case temperature of the driver can range from -40°C to 70°C. Each LED system comes with a standard surge protection designed to withstand up to 20kV/10kA of transient line surge as per IEEE C62.41.2 C High. An in-line ferrite choke is utilized to provide protection against EFT's. The driver assembly will be mounted on a heavy duty fabricated aluminum bracket to allow complete tool-less maintenance. Dimming capable using 1-10vdc (10% to 100%), 10v PWM, or resistance.

G. PHOTOMETRICS
   1. Fixtures are tested to IESNA LM79 specifications. These reports are typically available upon request.

H. CHROMATICITY
1. High output LED come standard at 3000K & 4000K (+/- 300K) with a minimum nominal 70 CRI.

I. LUMEN MAINTENANCE
1. Reported (TM21) and Calculated (L70) reports are available upon request with a minimum calculated value of 100,000 hrs.

J. WIRING
1. All internal wiring and connections shall be completed so that it will be necessary only to attach the incoming supply connectors to Mate-N-Lok connectors or to a terminal block. Mate-N-Lok shall be certified for 600V operation.
2. Internal wire connectors shall be crimp connector only and rated at 1000V and 150°C. All wiring to be CSA certified and/or UL listed, type SFF-2, SEWF-2, or SEW-2
3. No. 14 gauge, 150°C, 600V, and color coded for the required voltage.

K. THERMALS
1. Fixtures tested to DOE sanctioned standards to determine the maximum in-situ solder-point or junction-point temperatures of the LED emitters. This report is typically available upon request.

L. FINISH
1. Housing is finished with a 13 step KingCoat™ SuperDurable poly- ester TGIC powder coat. Standard colors include strobe white, brown metal, marina blue, gate gray, Chicago bronze, standard gold, standard black, federal green and rain forest.

M. MISCELLANEOUS
1. All exterior hardware and fasteners, wholly or partly exposed, shall be stainless steel alloy. All internal fasteners are stainless steel or zinc coated steel. All remaining internal hardware is stainless steel, aluminum alloy, or zinc coated steel.

N. WARRANTY
1. Luminaire comes with a 7-year limited warranty

O. CERTIFICATION
1. CSA US Listed
2. Suitable for wet locations ISO 9001
3. IP66
4. ARRA Compliant
5. LM79 / LM80 Compliant

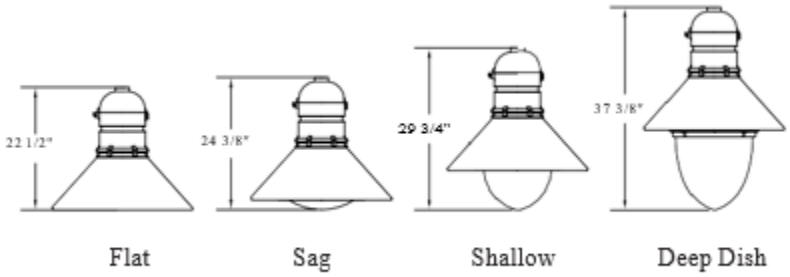
P. DRIVER INFO
1. >0.9 Power Factor
2. <20% Total Harmonic Distortion 120 - 277V & 347 - 480V
3. -40°C Min. Case Temperature 70°C Max. Case Temperature Surge Protection: ANSI C136.2 extreme level 20kV/10kA Dimming Capable: 1-10vdc

Q. EPA
1. Flat Lens: 0.97 sq. ft.
2. Sag Lens: 1.02 sq. ft.
3. Shallow Lens: 1.20 sq. ft.
4. Deep Dish Acrylic: 1.52 sq. ft.
5. Deep Dish Glass: 1.52 sq. ft.

R. FIXTURE WEIGHT
1. Flat Lens: 43 lbs
2. Sag Lens: 51 lbs
3. Shallow Lens: 53 lbs
4. Deep Dish Acrylic: 49 lbs
5. Deep Dish Glass: 49 lbs

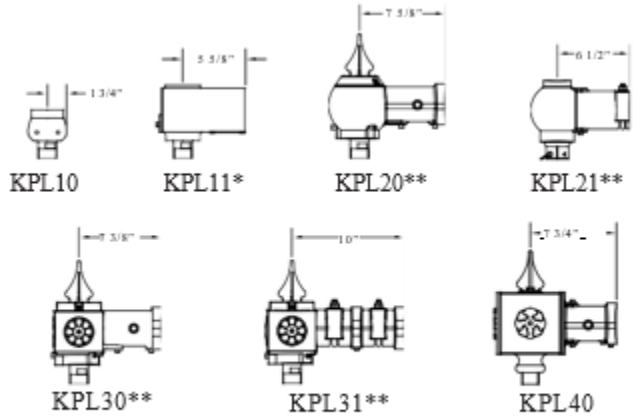
2.2 FIXTURE OPTIONS

A. LENS OPTIONS



1.

B. PLUMBIZER/ MOUNTINS OPTIONS

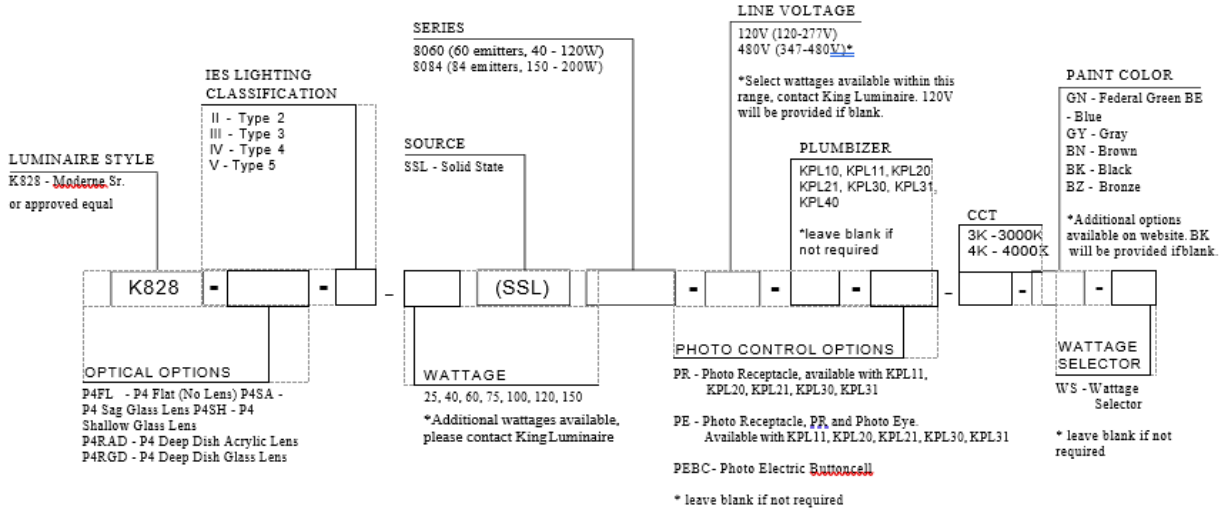


*Available with PR7
**Available with PR7 or finial

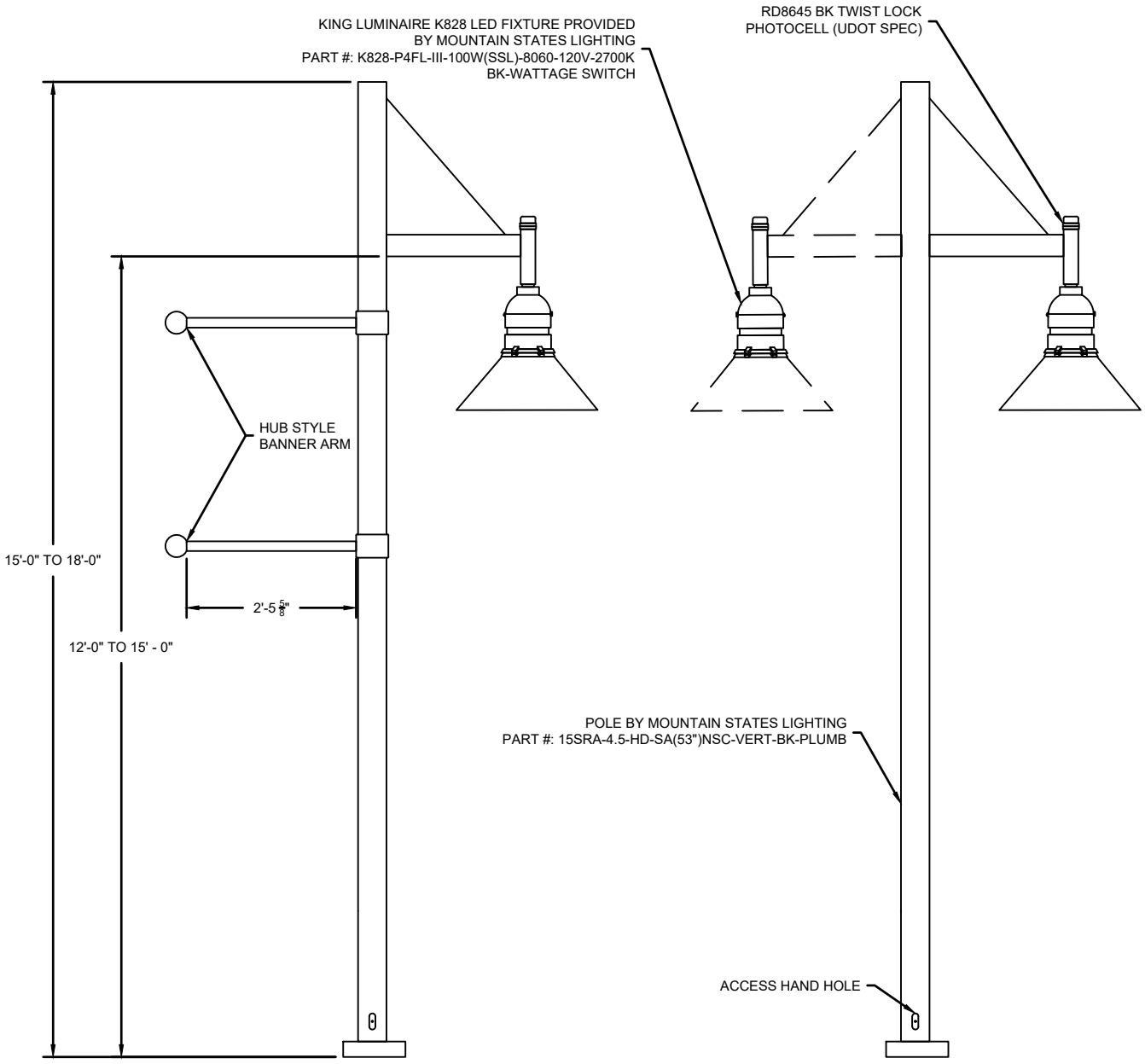
1.

PART 3 EXECUTION

3.1 HOW TO ORDER



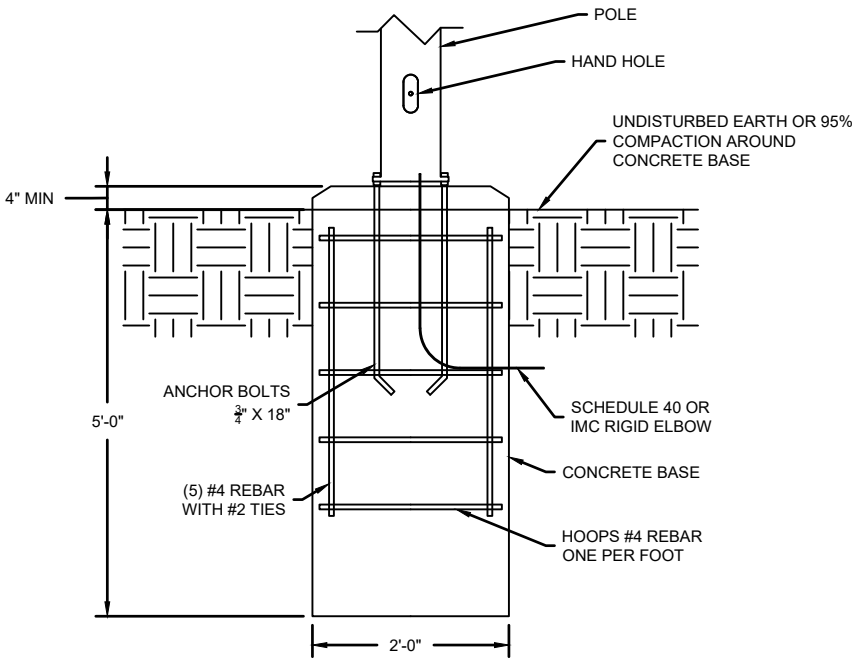
A.



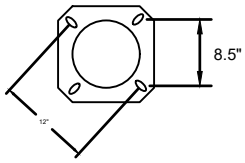
LIGHT POLE ELEVATION

NOT TO SCALE

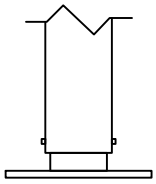
	DATE		STD. PLAN
PARK CITY 1884	11/2020	STREET LIGHTING	296.1
	REV.		



CONCRETE BASE DETAIL



ANCHOR BASE DETAIL
12" BOLT CIRCLE
ANCHOR BOLTS: ¾" X 18" GALV



POLE BASE DETAIL
ALUMINUM POLE IS COMPRESSION FIT OVER AN 18" GALVANIZED STEEL STUMP AND SECURED WITH FOUR FASTENERS

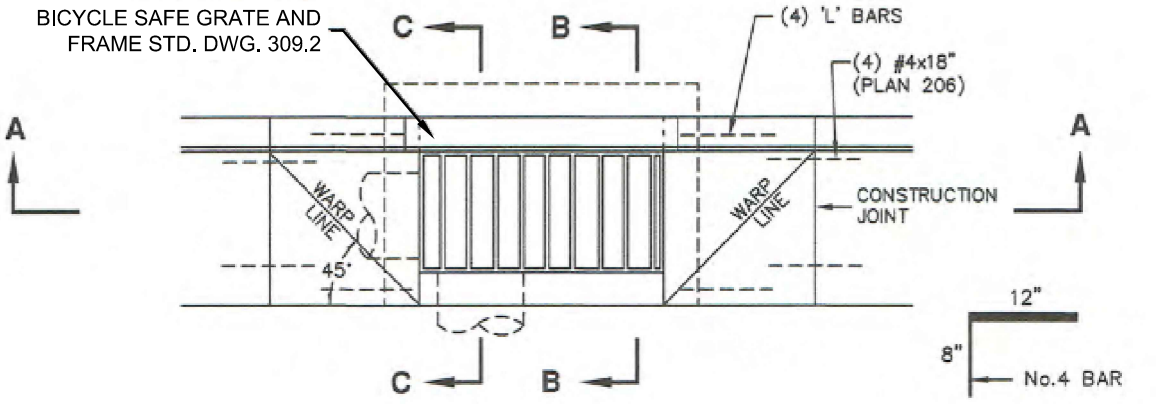
NOTES:
1. IF DEPTH CANNOT BE MET, MASS MUST BE EQUIVALENT TO MASS SHOWN.
2. HIGHWAY LIGHTING SYSTEM REQ'D.
3. CONTACT ROCKY MOUNTAIN POWER, MINIMUM OF 30 WORKING DAYS BEFORE POWER IS REQ'D, TO COORDINATE POWER SOURCE LOCATION AND CONNECTION.
4. PROVIDE MIN OF 3 FT OF CABLE SLACK IN EVERY JUNCTION BOX.
5. LIGHT POLES AND LIGHT FIXTURES SHALL CONFORM TO PARK CITY REQUIREMENTS AND BE APPROVED BY THE CITY ENGINEER.
6. EACH STREET LIGHT SHALL HAVE A JUNCTION BOX WITH FUSE.
7. MARK JUNCTION BOX COVERS WITH "STREET LIGHTING".
8. LIGHT POLES SHALL HAVE BASKET HANGERS.

NOT TO SCALE

	DATE		STD. PLAN
PARK CITY 1884	11/2020	STREET LIGHT BASE DETAILS	296.2
	REV.		

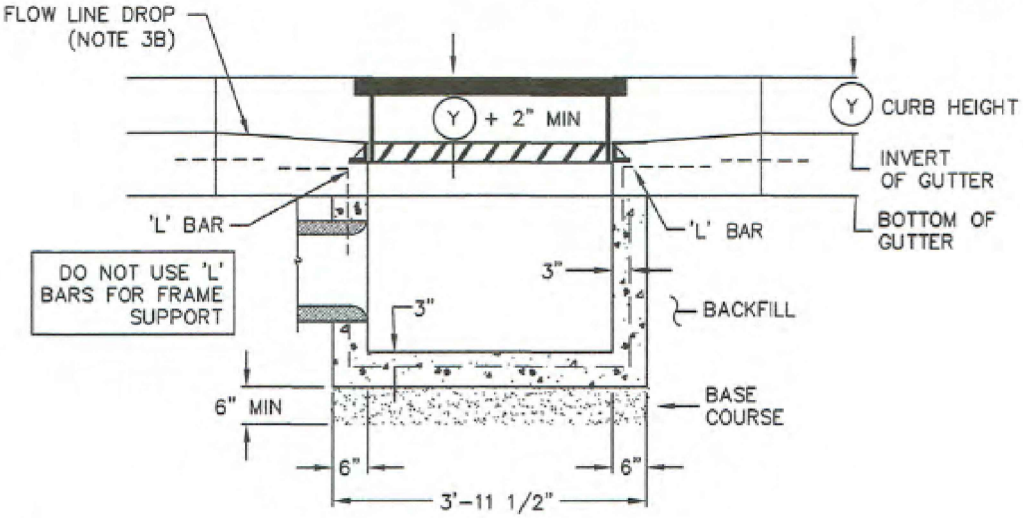
DIVISION 300 STORM DRAIN

SINGLE GRADE

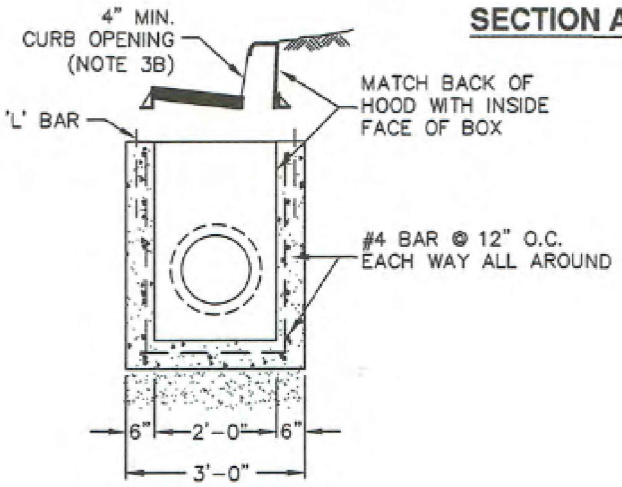


PLAN

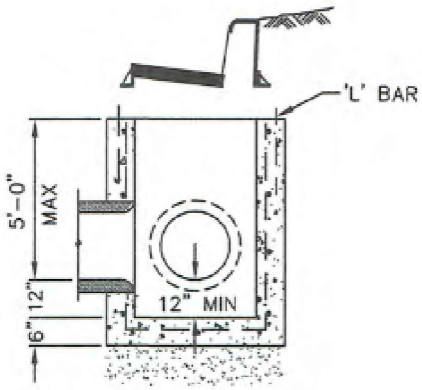
"L" BAR DETAIL



SECTION A-A



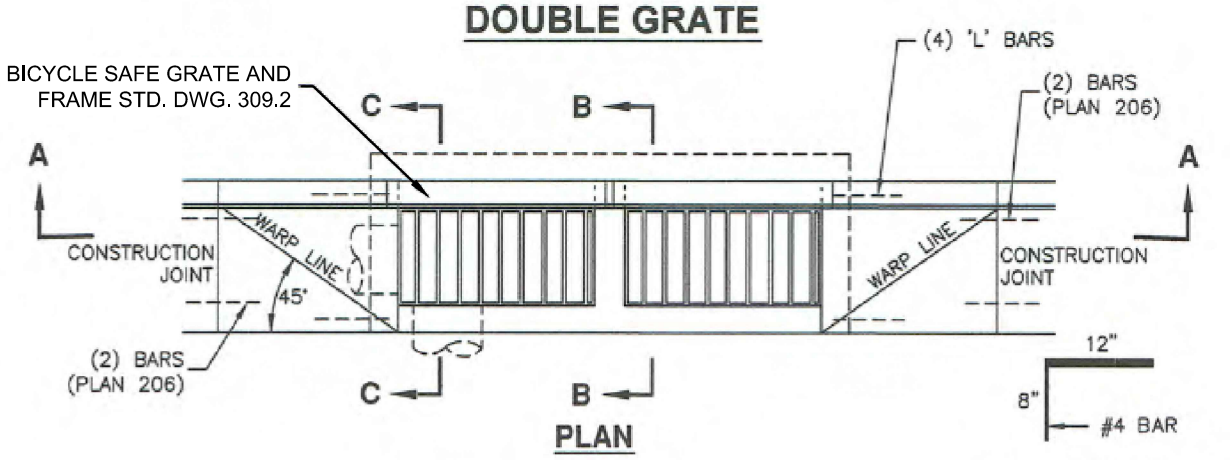
SECTION B-B



SECTION C-C

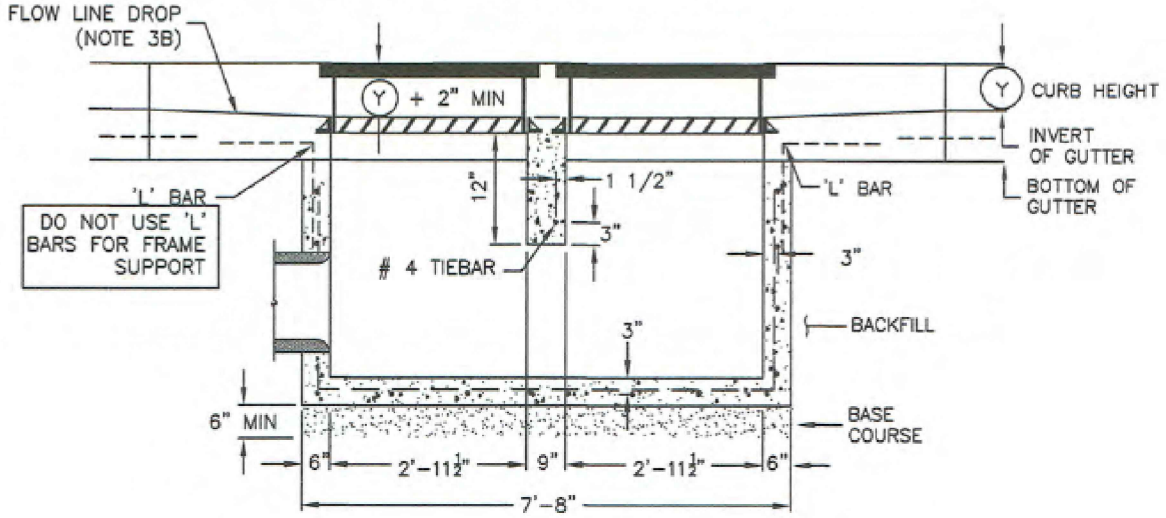
PARK CITY 1884	DATE	SINGLE GRADE CATCH BASIN	STD. PLAN
	3/2020		315.1
	REV.		

DOUBLE GRATE

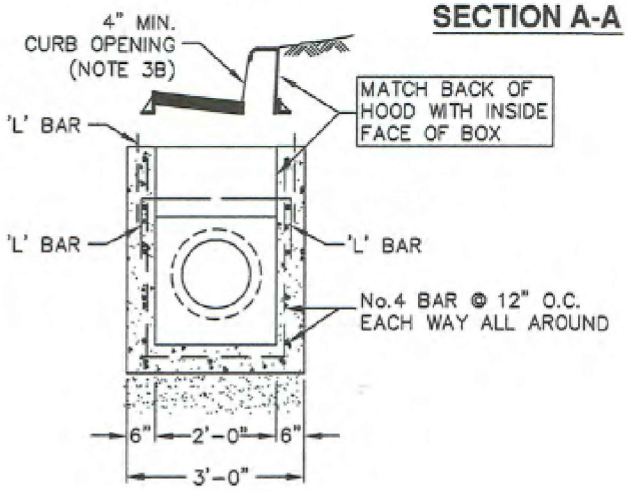


PLAN

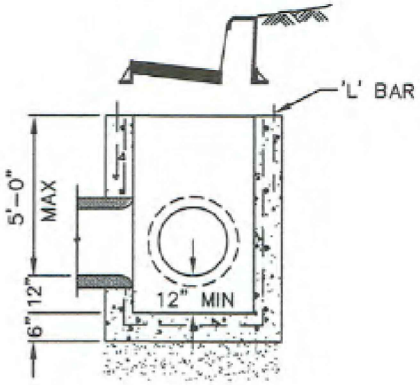
"L" BAR DETAIL



SECTION A-A



SECTION B-B



SECTION C-C

	DATE		STD. PLAN
PARK CITY 1884	3/2020	DOUBLE GRATE CATCH BASIN	315.2
	REV.		

Pipe zone backfill

1. GENERAL

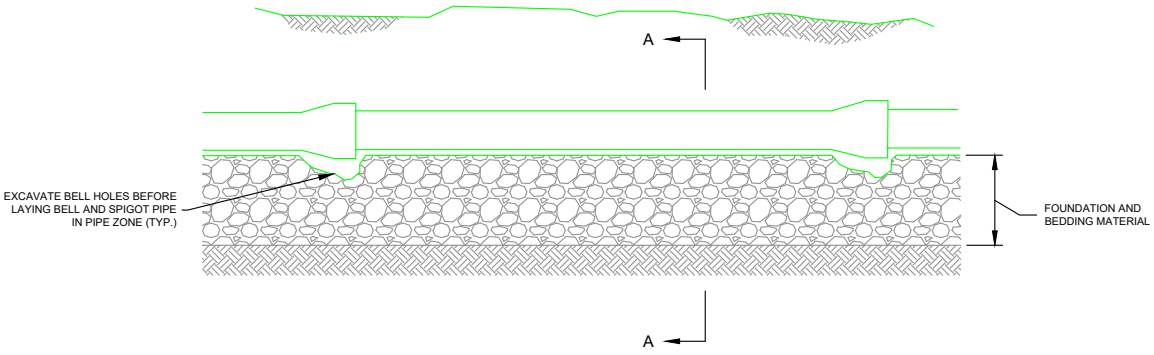
A. Install the pipe in the center of the trench or no closer than 6-inches from the wall of the pipe to the wall of the trench.

2. PRODUCTS

A. Base Course: Untreated base course, APWA Section 32 11 23. Do not use gravel as a base course without ENGINEER's permission.
B. Backfill: Common fill, APWA Section 31 05 13. Maximum particle size 2-inches.
C. Concrete: APWA Section 03 30 04.
D. Flowable Fill: Target is 60 psi in 28 days with 90 psi maximum in 28 days, APWA Section 31 05 15. It must flow easily requiring no vibration for consolidation.
E. Stabilization-Separation Geotextile: Moderate or high at CONTRACTOR's choice, APWA Section 31 05 19.

3. EXECUTION

A. Excavate the Pipe Zone: Width is measured at the pipe spring line and includes any necessary sheathing. Provide width recommended by pipe manufacturer. Follow manufacturer's recommendations when using trench boxes.
B. Foundation Stabilization: Get ENGINEER's permission before installing common fill. Vibrate to stabilize. Installation of stabilization-separation geotextile will be required to separate backfill material and native subgrade materials if common fill cannot provide a working surface or prevent soils migration.
C. Bedding: Follow APWA Section 33 05 20 requirements and the following provisions.
    1) Furnish untreated base course material unless specified otherwise by pipe manufacturer.
    2) Maximum lift thickness is 8-inches.
    3) Bedding immediately under the pipe should not be compacted, but loosely placed.
    4) Compaction is 95 percent or greater relative to a modified proctor density, APWA Section 31 23 26.
    5) When using concrete, provide at least Class 2,000, APWA Section 03 30 04.
D. Pipe Zone: DO NOT USE sewer rock, pea gravel, or recycled RAP aggregate in the pipe zone. Water jetting is NOT allowed.
    1) Maximum lift thickness is 8-inches before compaction. Compaction is 95 percent or greater relative to a modified proctor density, APWA Section 31 23 26 unless pipe manufacturer requires more stringent installation.
    2) Submission of quality control compaction test result data developed for the haunch zone may be requested by ENGINEER at any time. CONTRACTOR is to provide results of tests immediately upon request.
E. Flowable Fill (when required and if allowed by pipe manufacturer):
    1) Place the controlled low strength material, APWA Section 31 05 15 or UDOT Specification Section 03575.
    2) Prevent pipe flotation by installing in lifts and providing pipe restraints as required by pipe manufacturer.
    3) Reset pipe to line and grade if pipe "floats" out of position.



ELEVATION VIEW
N.T.S.

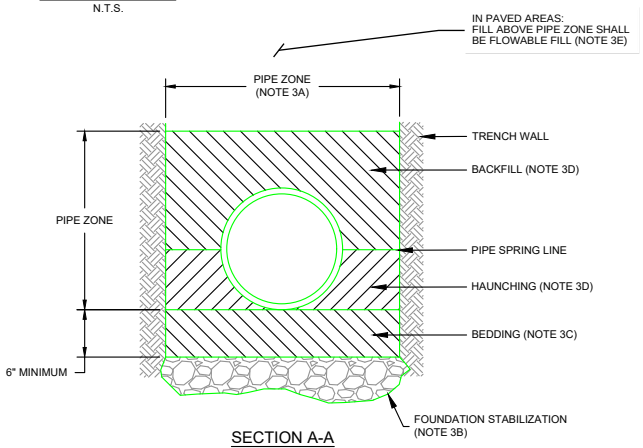
INSTALLATION:

CONCRETE PIPE: FOLLOW ASTM C 1479
* STANDARD PRACTICE FOR INSTALLATION OF PRECAST CONCRETE SEWER, STORM DRAIN, AND CULVERT PIPE USING STANDARD INSTALLATIONS.

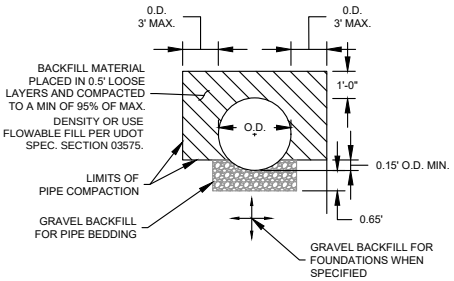
PLASTIC PIPE: FOLLOW ASTM D 2321
* STANDARD PRACTICE FOR UNDERGROUND INSTALLATION OF THERMOPLASTIC PIPE FOR SEWERS AND OTHER GRAVITY-FLOW APPLICATIONS.

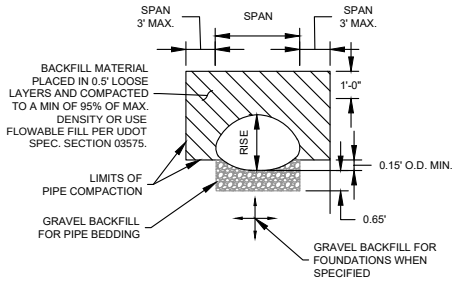
CORRUGATED METAL PIPE: FOLLOW ASTM A 798
* STANDARD PRACTICE FOR INSTALLING FACTORY-MADE CORRUGATED STEEL PIPE FOR SEWERS AND OTHER APPLICATIONS.

VITRIFIED CLAY PIPE: FOLLOW ASTM C 12
* STANDARD RECOMMENDED PRACTICE FOR INSTALLING VITRIFIED CLAY PIPE LINES.



SECTION A-A
N.T.S.





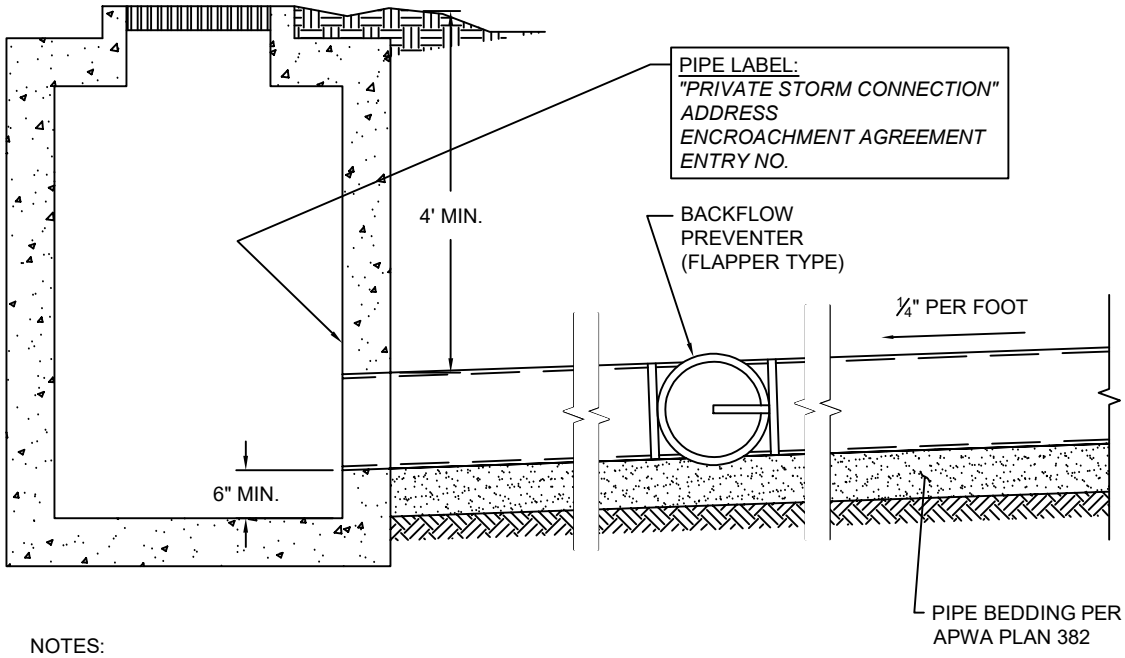
PIPE	SIZE (INCES)	MIN. DISTANCE BETWEEN BARRELS
CIRCULAR PIPE	12" TO 24"	12"*
CONCRETE AND METAL	30" TO 96"	DIAM. DIVIDED BY 2
(DIAMETER)	102" TO 180"	48"
PIPE-ARCH	18" TO 36"	12"
METAL ONLY	43" TO 142"	SPAN DIVIDED BY 3
(SPAN)	148" TO 199"	48"

NOTES:

1. PIPE COMPACTION LIMITS SHOWN ON THIS PLAN ARE FOR PIPE CONSTRUCTION IN AN EMBANKMENT. FOR PIPE CONSTRUCTION IN A TRENCH, THE HORIZONTAL LIMITS OF THE PIPE COMPACTION ZONE SHALL BE THE WALLS OF THE TRENCH.
2. O.D. IS EQUAL TO THE OUTSIDE DIAMETER OF A PIPE OR THE OUTSIDE SPAN OF A PIPE-ARCH. THE DIMENSIONS SHOWN AS O.D. WITH 3' AND 4' MAXIMUM SHALL BE O.D. UNTIL O.D. EQUALS 3' AND 4' AT WHICH POINT 3' AND 4' SHALL BE USED.

* 1'-0" FOR DIAMETERS 12" THROUGH 42" AND FOR SPANS THROUGH 50". 2'-0" FOR DIAMETERS GREATER THAN 42" AND FOR SPANS GREATER THAN 50".

	DATE	CULVERT COMPACTION AND BACKFILL	STD. PLAN
PARK CITY 1884	4/2024		382
	REV.		
	1		



NOTES:

1. THE CONNECTION TO THE STORM SYSTEM SHALL BE WITNESSED BY INSPECTOR.
2. THE SLOPE OF THE SERVICE SHOULD BE ¼" PER FOOT (IT SHALL BE NO LESS THAN ⅛").
3. THE LATERAL SHALL HAVE A MINIMUM OF 4' OF COVER TO THE FINISHED GRADE WHERE THE CONNECTION IS MADE TO THE STORM SYSTEM.
4. PIPE SHALL BE CORED AND GROUTED INTO THE CATCH BASIN WITH GROUT PER APWA SPEC. SECTION 03 61 00.
5. THE APPLICANT SHALL RECORD AN ENCROACHMENT AGREEMENT WITH THE CITY. THE CITY IS NOT RESPONSIBLE FOR ANY DAMAGE TO THE PRIVATE PROPERTY RESULTING FROM THIS CONNECTION TO THE STORM SYSTEM.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **ENGINEERING**	**DATE** **01/24/24** **REV.**	**PRIVATE CONNECTION TO PUBLIC STORM SYSTEM**	**STD. PLAN** **399**

DIVISION 400 UNUSED

DIVISION 500 WATER

WATER STANDARD PLANS

2025

PREFACE

These standard plans incorporate current Water regulations and City water system operation, maintenance, and asset management considerations.

The plan numbering structure of this document follows the same basic structure as the APWA Standard Plans, however, there are some differences. Following is an explanation of the structure of this document:

1. Part 5 – Water Systems. Standard Plan divisions for Water system related details are:
    - Preface, Updates, and Table of Contents
    - Water Notes
    - Fire Hydrants
    - Water Meters
    - Corrosion Protection Systems
    - Piping
    - Thrust Blocks
    - Valves
    - Trenching
    - General
    - Water System Field Observation Guidelines

2. Numbering – A plan number having a suffix of "S" identifies that the plan contains index, legend, detail specific notes, and acceptable manufacturer and parts numbers related to the standard plan.

This document is intended to be altered periodically to ensure that the most current Park City Standards are available for public use. This document will be revised and published on the City's web site as updates are approved and adopted.

THE FOLLOWING IS A SUMMARY OF CHANGES MADE TO DRAWINGS

2025

500: Updated notification requirements. Added record drawing and geospatial data requirements. Updated water interruption requirements. Updated backflow and booster pump information.
520: Updated water meter sizing calculations. Updated water main tapping requirements.
523 S: Added double check backflow assembly. Updated approved manufacturers and models.
526 S: Added double check backflow assembly. Updated approved manufacturers and models.
527 & 527 S: Added swing check backflow assembly.
528 & 528 S: Added swing check backflow assembly. Updated backflow information.
547-B: Added DDW exception requirement. Removed looped water line.
572: Added hoop steel size
573-E.3: Updated backpanel requirements.
FIELD OBSERVATION GUIDELINES: Updated AWWA Standards.

*All drawing updates are shown with updated date and revision in title block.

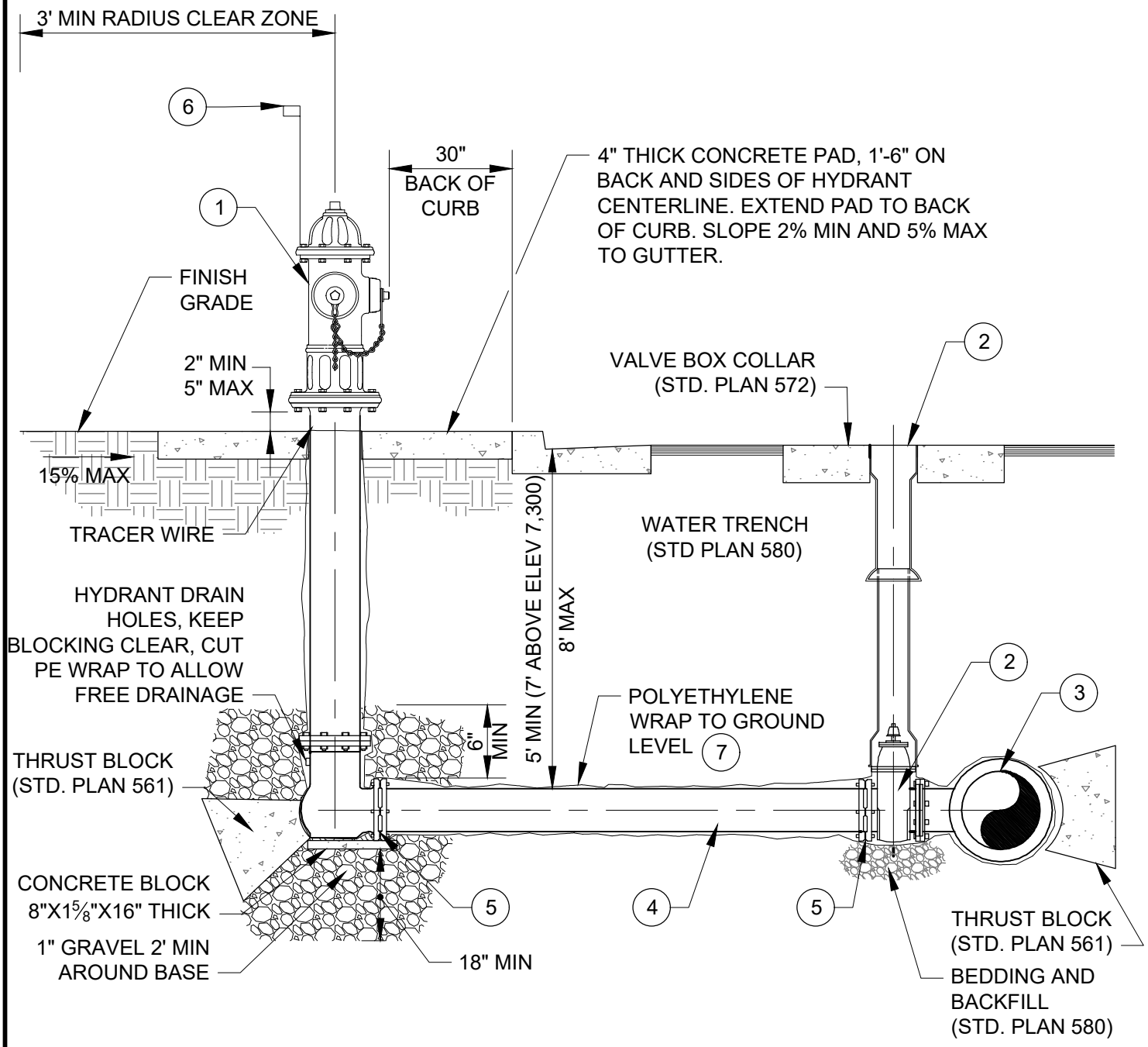
GENERAL WATER NOTES

1. THE FOLLOWING DOCUMENTS ARE INCORPORATED INTO THESE CONTRACT DOCUMENTS BY REFERENCE:
   a. *PARK CITY DESIGN STANDARDS, CONSTRUCTION SPECIFICATIONS, AND STANDARD DETAILS*
   b. AMERICAN WATER WORKS ASSOCIATION STANDARDS (AWWA)
   c. UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER (DDW), R309-550 FACILITY DESIGN AND OPERATION: TRANSMISSION AND DISTRIBUTION PIPELINES
   d. INTERNATIONAL PLUMBING CODE
2. ALL PIPE, JOINTS, FITTINGS, VALVES, AND FIRE HYDRANTS SHALL CONFORM TO ANSI/NSF STANDARD 61 AND APPLICABLE SECTIONS OF AWWA STANDARDS C104-08 THROUGH C550-05 AND C900-07 THROUGH C950-07. ALL BRASS AND BRONZE PIPE, FITTINGS, AND VALVES SHALL MEET LOW LEAD COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH ANSI/ASTM 371.
3. ALL PRODUCTS AND MATERIALS SHALL BE “MADE IN THE USA”, UNLESS SPECIFICALLY APPROVED BY THE PARK CITY WATER DIRECTOR. STEEL AND IRON MATERIAL PRODUCTS SUCH AS PIPE, FITTINGS, VALVES, MANHOLE, METER VAULT, AND VALVE BOX CASTINGS SHALL BE “MELTED & MANUFACTURED IN THE USA”. PARK CITY WATER ACKNOWLEDGES THAT CERTAIN SPECIALIZED WATER SYSTEM PRODUCTS INCLUDED IN THE ACCEPTABLE PRODUCTS LIST, SUCH AS HIGHER PRESSURE-RATED VALVES, MAY NOT MEET THE MADE IN USA REQUIREMENT AND ARE IN THE “QUALIFIED” MADE IN USA CATEGORY. THESE PRODUCTS HAVE BEEN PREVIOUSLY REVIEWED AND APPROVED.
4. UTAH DIVISION OF DRINKING WATER (DDW) APPROVALS:
   a. FOR PROJECTS WITH TRANSMISSION AND/OR DISTRIBUTION LINES OVER 16 INCHES IN DIAMETER AND/OR INCLUDING A WATER BOOSTER STATION OR PRESSURE REDUCING STATION, DDW APPROVALS OUTLINED IN R309-500 MUST BE OBTAINED IN CONJUNCTION WITH SUBMITTAL OF A WATER MASTER PLAN TO THE CITY. FOLLOWING DESIGN REVIEW BY THE CITY AND INCORPORATION OF CITY COMMENTS, THE DESIGN ENGINEER SHALL SUBMIT WATER CONSTRUCTION PLANS TO THE DDW TO OBTAIN APPROVALS. NO WATER CONSTRUCTION SHALL COMMENCE UNTIL ALL REQUIRED DDW APPROVALS HAVE BEEN OBTAINED.
   b. FOR PROJECTS WITH TRANSMISSION AND/OR DISTRIBUTION LINES OVER 16 INCHES IN DIAMETER AND/OR INCLUDING A WATER BOOSTER STATION OR PRESSURE REDUCING STATION A DDW FINAL OPERATING PERMIT IS REQUIRED PRIOR TO THE CITY OPERATING AND ACCEPTING THE WATER IMPROVEMENTS. FOLLOWING THE CITY’S WATER SYSTEM WALK-THROUGH AND THE CONTRACTOR’S SUBSEQUENT COMPLETION OF PUNCH-LIST ITEMS, THE CITY’S WATER DEPARTMENT WILL SUBMIT AN OPERATING PERMIT REQUEST TO THE DDW. THE FOLLOWING ITEMS ARE REQUIRED FROM THE DEVELOPER FOR THE CITY’S SUBMITTAL:
      i. FINAL RECORD DRAWINGS AND O&M MANUALS
      ii. HYDROSTATIC TESTING AND FLUSHING RECORDS (COMPLETED BY THE CITY’S INSPECTOR)
      iii. ACCEPTABLE BACTERIOLOGICAL TESTING RESULTS
      iv. CERTIFICATION BY THE (DEVELOPER’S) ENGINEER OF RECORD
5. THE CITY UTILIZES AN ADVANCED METERING INFRASTRUCTURE (AMI) SYSTEM. THE DEVELOPER MAY BE REQUIRED TO CONDUCT A PROPOGATION STUDY AND INSTALL RESULTING RECOMMENDED IMPROVEMENTS TO FACILITATE A CLEAR SIGNAL TO THE PROJECT. REFER TO STANDARD PLAN 520 FOR SPECIFIC METER TRANSMITTER UNIT (MXU) REQUIREMENTS.
6. REFER TO APPLICABLE STANDARD PLANS FOR WATER SYSTEM DETAILS AND REQUIREMENTS
7. EXTERNAL CORROSION PROTECTION SHALL BE INCLUDED ON ALL WATER SYSTEM IMPROVEMENTS, REFERENCE STANDARD PLAN 534 FOR REQUIREMENTS. A SOILS ANALYSIS MAY BE REQUIRED IN CONJUNCTION WITH THE DESIGN OF THE WATER SYSTEM TO DETERMINE THE EXTENT OF CORROSION PROTECTION REQUIRED.
8. REFER TO STANDARD PLAN 520 FOR GENERAL REQUIREMENTS FOR WATER METERS, METER VAULTS, AND WATER SERVICE LINES
9. CITY INSPECTION OF WATER SYSTEM IMPROVEMENTS WILL FOLLOW THE “*WATER SYSTEM FIELD OBSERVATION GUIDELINES*” AND ESTABLISHED CITY POLICIES. CONTRACTOR SHALL PROVIDE NECESSARY ASSISTANCE TO MEET THE GUIDELINE REQUIREMENTS.
10. NOTIFY WATER DEPARTMENT AT LEAST 5 BUSINESS DAYS BEFORE PERFORMING ANY WATER RELATED WORK. ARRANGE A PRECONSTRUCTION CONFERENCE SPECIFIC TO WATER CONSTRUCTION WITH THE CITY ENGINEER AND WATER DEPARTMENT AT LEAST 5 BUSINESS DAYS BEFORE START OF WORK. FOR PROJECTS INVOLVING ONLY SERVICE LINE AND/OR METER VAULT INSTALLATION, AN ON-SITE MEETING WITH THE CITY ENGINEER 48 HOURS PRIOR TO CONSTRUCTION IS ACCEPTABLE.
11. FOR TEMPORARY USE OF EXISTING WATER SYSTEM AND FIRE HYDRANTS TO OBTAIN CONSTRUCTION WATER, REFER TO STANDARD PLAN 531.

12. ALL CONSTRUCTION OF WATER SYSTEM SHALL BE CLEARLY STAKED BY THE DEVELOPER'S OR CONTRACTOR'S SURVEYOR. STAKING SHALL INCLUDE ALL BENDS, VALVES, HYDRANTS, SERVICES, METER VAULTS, AND SPECIALS. A MINIMUM OF 50-FOOT STATIONING IS REQUIRED FOR PIPELINE. PROVIDE RECORD DRAWINGS AND GEOSPATIAL DATA OF WATER INFRASTRUCTURE TO THE WATER DEPARTMENT.
13. CHANGES TO THE APPROVED WATER PLANS, INCLUDING PIPE ALIGNMENT, SIZE, AND DEPTH AS WELL AS FITTINGS, VALVES, SERVICES, AND METER VAULT LOCATIONS SHALL BE AUTHORIZED BY THE PUBLIC UTILITIES ENGINEER OR PUBLIC UTILITIES DEPARTMENT PRIOR TO INSTALLATION.
14. WATER SERVICE INTERRUPTION. THE FOLLOWING SHALL BE MET WITH RESPECT TO THE INTERRUPTION OF SERVICE TO CUSTOMERS INCLUDING THE SHUTDOWN OF THE EXISTING WATER SYSTEM:
    a. CONTRACTOR SHALL NOT OPERATE EXISTING WATER VALVES
    b. SCHEDULE SERVICE WORK REQUIRING WATER SERVICE INTERRUPTIONS OR SHUTDOWN OF THE EXSTING WATER SYSTEM A MINIMUM OF 96 HOURS IN ADVANCE WITH THE WATER DEPARTMENT (48HR WATER DEPARTMENT REVIEW, AND 48HR NOTIFICATION PERIOD)
    c. LIMIT INTERRUPTIONS TO OCCUR AND BE COMPLETED ON MONDAY THRU FRIDAY, 9:00 AM TO 4:00 PM. NO INTERRUPTIONS SHALL OCCUR ON WEEKENDS, OR HOLIDAYS.
    d. CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFICATION TO AFFECTED CUSTOMERS. CONTACT THE WATER DEPARTMENT FOR NOTIFICATION REQUIREMENTS. BE ADVISED THAT ON OCCASION VALVES IN THE EXISTING WATER SYSTEM MAY BE INOPERABLE AND MAY REQUIRE NOTIFICATION OF A LARGER AREA. IF VALVE MAINTENANCE IS REQUIRED, A SHUTDOWN DELAY OF SEVERAL DAYS SHOULD BE EXPECTED.
    e. FOR WATER SHUTDOWNS LONGER THAN 8 HOURS, CONTRACTOR SHALL SUBMIT A TEMPORARY WATER PLAN TO KEEP ALL CUSTOMERS IN SERVICE. ALL COSTS ASSOCIATED WITH MAINTAINING SERVICE TO AFFECTED CUSTOMERS SHALL BE BORNE BY THE CONTRACTOR
    f. THE WATER DEPARTMENT RESERVES THE RIGHT TO RESTRICT, MODIFY, OR DENY APPLICATIONS AS NEEDED TO MINIMIZE WATER SERVICE INTERRUPTIONS AND PROTECT PUBLIC HEALTH.
    g. CONTRACTOR SHALL HAVE ALL PERTINENT PARTS AND MATERIALS ON SITE PRIOR TO SHUTDOWN OF THE WATER SYSTEM BY THE WATER DEPARTMENT
    h. CONSTRUCTION EXCAVATION MUST BE PREPARED AND THE WATER MAIN EXPOSED PRIOR TO SHUTDOWN OF THE WATER SYSTEM
15. EXPOSE EXISTING WATER PIPES AND VERIFY HORIZONTAL AND VERTICAL LOCATION PRIOR TO INSTALLING NEW IMPROVEMENTS, POTHOLE ANY AND ALL UTILITIES TO ELIMINATE POTENTIAL CONFLICTS
16. THE HORIZONTAL DISTANCE BETWEEN WATER LINES AND SANITARY SEWER LINES SHALL BE AT LEAST 10 FEET. WHERE A WATER MAIN AND SEWER MUST CROSS, THE WATER MAIN SHALL BE AT LEAST 18 INCHES ABOVE THE SEWER LINE. SEPARATION DISTANCES SHALL BE MEASURED EDGE-TO-EDGE (I.E. FROM THE NEAREST EDGES OF THE FACILITIES)
17. IF THE BASIC SEPARATION STANDARDS CANNOT BE MET, AN EXCEPTION TO THE RULE CAN BE APPLIED WITH ADDITIONAL MITIGATION MEASURES TO PROTECT PUBLIC HEALTH, IN ACCORDANCE WITH UTAH ADMINISTRATIVE CODE R309-105-6(2)(B).
18. THE OPEN ENDS OF ALL PIPELINES UNDER CONSTRUCTION SHALL BE COVERED AND EFFECTIVELY SEALED AT THE END OF THE DAY'S WORK.
19. PROVIDE ACCESS TO EXISTING MAIN LINE VALVES THROUGHOUT CONSTRUCTION. ALL VALVES MUST BE ACCESSIBLE WITHIN 24 HOURS AFTER PAVING OR COLLAR ADJUSTMENTS.
20. UNDER NO CIRCUMSTANCE SHALL THE PIPE OR ACCESSORIES BE DROPPED INTO THE TRENCH.
21. WHERE JOINING EXISTING ASBESTOS CEMENT PIPE, CUT IN ACCORDANCE WITH OSHA REQUIREMENTS AND DISPOSE OF IN ACCORDANCE WITH APPLICABLE ENVIRONMENTAL REGULATIONS.
22. PROVIDE EXTENSIONS ON VALVE STEM TOPS HAVING OVER 5 FEET BURY. REFER TO STANDARD PLAN 570.
23. INSTALL AIR AND VACUUM VALVES PER STANDARD PLANS 574 AND 575 AT HIGH POINTS (8" DIAMETER PIPE OR LARGER) AS DEEMED NECESSARY BY THE DESIGN ENGINEER AND CITY.
24. THRUST BLOCKING IS REQUIRED ON ALL WATER MAIN AND FIRE LINES. REFER TO STANDARD PLANS 561 AND 562
25. REMOVE AND CORRECT DEFECTIVE WORK WITHIN 24 HOURS FOLLOWING WRITTEN NOTIFICATION BY THE CITY ENGINEER.
26. CONSTRUCT TEMPORARY FLUSHING VALVES/BLOW-OFF PIPING ON THE END OF NEW WATER MAINS AS REQUIRED TO MEET FLUSHING REQUIREMENTS. CONSULT WITH PUBLIC UTILITIES ENGINEER TO DETERMINE ACCEPTABLE LOCATIONS AND SIZING REQUIREMENTS. MINIMUM ACCEPTABLE FLUSHING VELOCITY FOR INITIAL FLUSH IS 3 FEET PER SECOND. DO NOT PERFORM INITIAL FLUSH THROUGH FIRE HYDRANTS WITHOUT APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL INTERNAL COMPONENTS OF FIRE HYDRANT TO BE REMOVED BY CONTRACTOR PRIOIR TO INTIAL FLUSHING. CONTRACTOR TO BE RESPONSIBLE FOR REINSTALLATION OF COMPONENTS AND RESPONSIBLE FOR ANY DAMAGES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 05/2025 **REV.** 4	**GENERAL WATER NOTES**	**STD. PLAN** **500.2**

27. ALL TYPES OF INSTALLED PIPE SHALL BE PRESSURE TESTED AND LEAKAGE TESTED IN ACCORDANCE WITH AWWA STANDARD C600-10
28. ALL NEW WATER MAINS OR APPURTENANCES SHALL BE DISINFECTED IN ACCORDANCE WITH AWWA STANDARD C651 OR A METHOD APPROVED BY THE PUBLIC UTILITIES ENGINEER. THE SPECIFICATIONS SHALL INCLUDE DETAILED PROCEDURES FOR THE ADEQUATE FLUSHING, DISINFECTION AND MICROBIOLOGICAL TESTING OF ALL WATER MAINS. ON ALL NEW AND EXTENSIVE DISTRIBUTION SYSTEM CONSTRUCTION, EVIDENCE OF SATISFACTORY DISINFECTION SHALL BE PROVIDED TO THE PUBLIC UTILITIES ENGINEER. SAMPLES FOR COLIFORM ANALYSES SHALL BE COLLECTED AFTER DISINFECTION IS COMPLETE AND THE SYSTEM IS REFILLED WITH DRINKING WATER. A STANDARD HETEROTROPHIC PLATE COUNT IS ADVISABLE. THE USE OF WATER FOR PUBLIC DRINKING WATER PURPOSES SHALL NOT COMMENCE UNTIL THE BACTERIOLOGICAL TESTS INDICATE THE WATER IS FREE FROM CONTAMINATION.
29. DISINFECTING, FLUSHING, AND HYDROSTATIC PLANS SHALL BE SUBMITTED TO THE PUBLIC UTILITIES ENGINEER A MINIMUM OF 5 WORKING DAYS PRIOR TO COMMENCEMENT OF ACTIVITY. CONTRACTOR SHALL NOT OPERATE EXISTING WATER VALVES.
30. BACKFLOW PREVENTION DEVICES MAY BE REQUIRED. IF REQUIRED, THE CITY MAY NOT SET A WATER METER UNTIL AN APPROVED AND TESTED BACKFLOW DEVICE IS INSTALLED AND INSPECTED
31. ALL BACKFLOW PREVENTERS HAVE TO BE TESTED ANNUALY TO ENSURE THAT THEY ARE FUNCTIONING PROPERLY. A VISUAL CHECK OF AIR GAPS IS SUFFICIENT, BUT MECHANICAL BACKFLOW PREVENTERS HAVE TO BE TESTED BY A STATE CERTIFIED BACKFLOW SPECIALIST, WITH PROPERLY CALIBRATED GAUGE EQUIPMENT. TO OBTAIN A LIST OF STATE CERTIFIED TESTERS REFER TO THE UTAH DIVISION OF DRINKING WATER (DDW), CROSS CONNECTION CONTROL & BACKFLOW PREVENTION WEBSITE.
32. FIRE SPRINKLER SYSTEM BOOSTER PUMPS: FIRE SPRINKLER SYSTEM PUMPS, INTEGRAL TO THE FIRE SPRINKLER PIPING, TO MEET FIRE SPRINKLER PRESSURE DESIGN REQUIREMENTS ARE CONSIDERED OUTSIDE THE INTENT OF UTAH DDW REGULATION R309-550-11(3) AND DO NOT REQUIRE APPROVAL OF THE DDW IF THEIR INSTALLATION CONFORMS TO UTAH ADOPTED PLUMBING CODE AND NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 13 D. PUMPS SHALL BE CONNECTED ON THE BUILDING SIDE OF THE WATER METER VAULT AND SHALL BE APPROVED BY THE CITY ENGINEER AND BUILDING DEPARTMENT. PUMP APPROVAL IS FOR FIRE SPRINKLER SYSTEMS ONLY AND NOT FOR DOMESTIC USE.



NOTES:

1. REFER TO STD. PLAN 511-S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 2	**FIRE HYDRANT**	STD. PLAN **511**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	FIRE HYDRANT, DRY BARREL, AWWA C502	MUELLER	SUPER CENTURION 250 3-WAY A-423, 5-1/4 PUMPER NOZZLE, NATIONAL STD. OPERATING NUT (OPENS LEFT) OR EQUAL IF UNAVAILABLE
②	BURIED VALVE AND VALVE BOX (STD. PLAN 570), 6" GATE VALVE, NRS, FLG X MJ, 2" SQ. OPERATING NUT, AWWA C509	MUELLER	SERIES 2360, SST BONNET BOLTS OR EQUAL
③	6" DUCTILE IRON FLANGE TEE (OR TAPPING SEE DETAIL 542), AWWA C110		
④	HYDRANT SERVICE LINE, 6" DIAMETER C900 PVC, DR14, RESTRAINED JOINTS (STD PLAN 540)		
⑤	MECHANICAL JOINT RESTRAINT OR SST TIE ROD / NUT RESTRAINTS	EBBA IRON	MEGALUG SERIES 1100, STD T-BOLTS AND NUTS
⑥	HYDRANT MARKER, HEAVY DUTY FIBERGLASS WITH RED FLAG, TOP MOUNT, 5' LENGTH (STD.), 6' LENGTH (ABOVE 7300' ELEVATION)	POLLARD	REFLECTIVE HYDRANT MARKER MODEL P69161 (STD.) AND P69170 (ABOVE 7300') WITH FLAG MODEL P691801, OR APPROVED EQUAL
⑦	POLYETHYLENE ENCASEMENT, V-BIO ENHANCED POLYETHYLENE ENCASEMENT FILM, AWWA C105 & AWWA C703E METHOD A & C	US PIPE	AWWA C703E METHOD A (4 MIL) AT PIPE AND AWWA C703E METHOD C (10 MIL) AT BOLT-TYPE JOINTS, FITTINGS AND VALVES

DETAIL NOTES

1. LOCATE HYDRANT AS SHOWN ON THE APPROVED PLANS
2. SET HYDRANT PLUMB WITH PUMPER NOZZLE FACING STREET
3. ADJUST TO GRADE WITH MAXIMUM OF ONE (1) HYDRANT BARREL EXTENSION (AWWA C502)
4. PROVIDE 316 STAINLESS STEEL BOLTS FOR ANY FLANGES THAT ARE BELOW GRADE INCLUDING BOLTS FOR HYDRANT RISERS. 304 STAINLESS STEEL BOLTS ARE ACCEPTABLE FOR EXPOSED/ABOVE GRADE FLANGES.
5. RECOAT DAMAGED OR MARRED HYDRANT COATING AFTER INSTALLATION (UV RESISTANT, HIGH GLOSS, POLYURETHANE ENAMEL COATING, FIRE HYDRANT RED)
6. REFER TO SPECIFICATIONS FOR FLUSHING, HYDROSTATIC TESTING, AND DISINFECTING REQUIREMENTS
7. APPLY WAX TAPE COATING SYSTEM TO VALVE BONNET BOLTS AND ALL OTHER BURIED BOLTS, NUTS, CONNECTORS, AND COUPLINGS, AWWA C 217. (STD PLAN 534)
8. CATHODICALLY PROTECT PIPE AND OR FITTINGS, WHEN EXISTING SOIL CONDITIONS REQUIRE PER SOILS ANALYSIS (STD. PLAN 534)
9. HYDRANT DRAINS SHALL NOT BE CONNECTED TO, OR LOCATED WITHIN, 10 FEET OF SANITARY SEWERS. WHERE POSSIBLE, HYDRANT DRAINS SHALL NOT BE LOCATED WITHIN 10 FEET OF STORM DRAINS.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 03/2024 **REV.** 3	**FIRE HYDRANT**	**STD. PLAN** **511 S**

GENERAL REQUIREMENTS –
WATER METER, METER VAULT, AND SERVICE LINE

REFER TO SPECIFICATIONS AND STANDARD PLANS FOR DETAILED WATER METER, METER VAULT, AND SERVICE LINE REQUIREMENTS

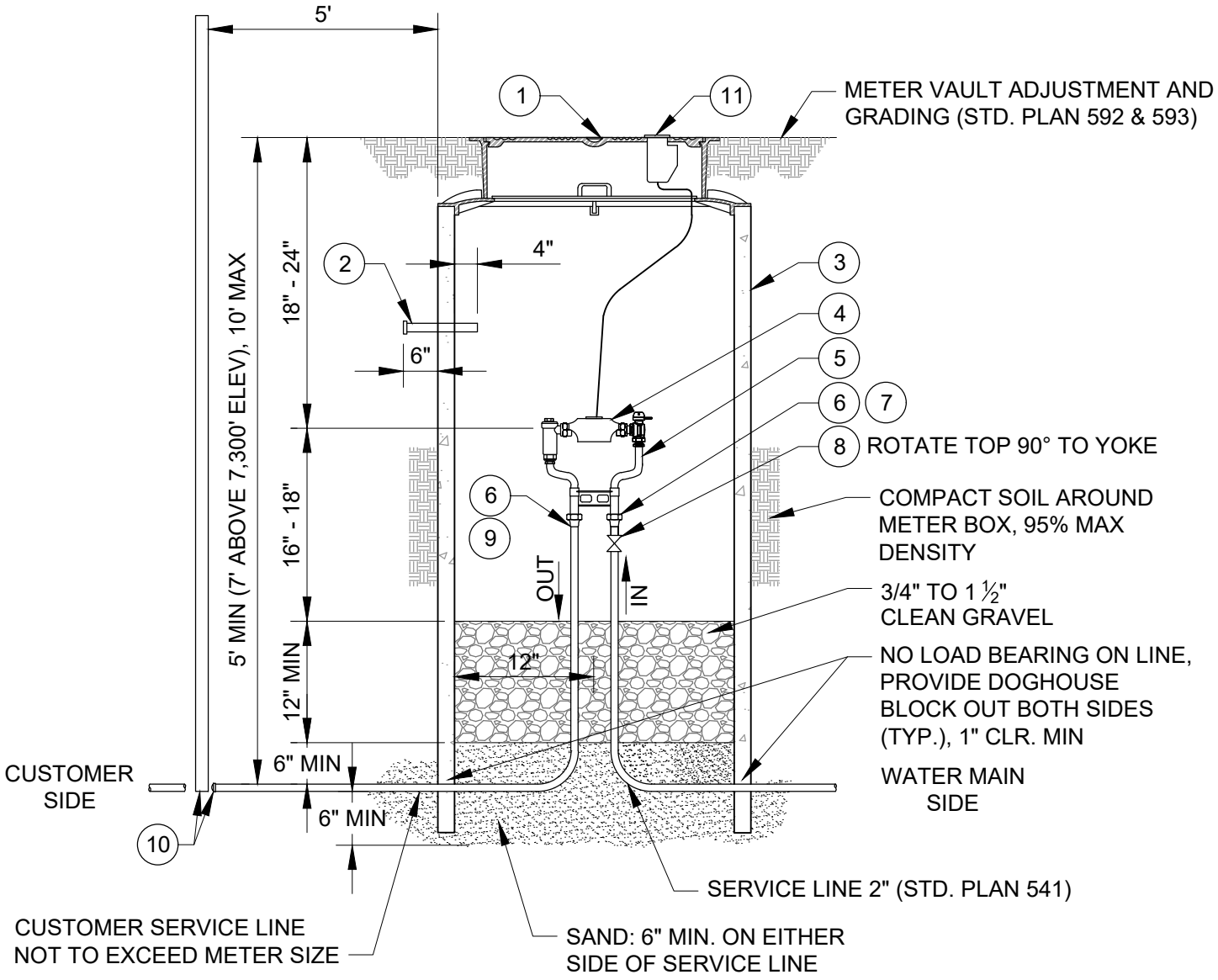
WATER METER & METER VAULT:

1. WATER METER AND RADIOREAD METER TRANSCEIVER UNIT (MXU) WILL BE PROVIDED BY THE CITY. ALL OTHER COMPONENTS SHALL BE PROVIDED AND INSTALLED BY THE DEVELOPER/BUILDER. PROVIDE 2 WEEKS ADVANCE NOTICE TO THE WATER DEPARTMENT FOR METER SET REQUESTS EXCEEDING FIVE METERS OR METER SIZES GREATER THAN 2 INCHES. APPROPRIATE METER APPLICATION AND PAYMENT OF FEES APPLY BEFORE THE CITY WILL SET A METER.
2. WATER METER SIZE, AND WATER SERVICE LINE SIZE SHALL BE APPROVED BY THE PUBLIC UTILITY ENGINEER PRIOR TO INSTALLATION OF ANY SERVICE LINE, METER VAULT, OR WATER MAIN TAP. APPROVED WATER METER SIZING CALCULATIONS, INCLUDING WATER SERVICE LINE SIZING FROM THE METER TO THE STRUCTURE ARE REQUIRED. A 2" MINIMUM WATER SERVICE SIZE IS REQUIRED FROM THE MAIN LINE.
3. INSTALLATION OF A WATER METER EXCEEDING 2-INCH WILL REQUIRE PUBLIC UTILITIES ENGINEER APPROVAL. THE METER AND VAULT WILL REQUIRE AN APPROVED FLOWRATE AND DEMAND ANALYSIS BY THE DEVELOPER / BUILDER AND A SITE SPECIFIC DESIGN.
4. INSTALLATION OF A WATER SERVICE LINE SIZE FOR A 2" METER AND GREATER WILL REQUIRE PUBLIC UTILITIES ENGINEER APPROVAL. THE SERVICE LINE REQUEST WILL REQUIRE SUBMITTAL OF AN APPROVED FLOWRATE AND DEMAND ANALYSIS BY THE DEVELOPER/BUILDER.
5. USE OF AN INSIDE WATER METER WILL REQUIRE PUBLIC UTILITIES ENGINEER APPROVAL. INSIDE METERS SHALL BE USED ONLY FOR COMMERCIAL OR MULTI-UNIT BUILDINGS SUBJECT TO THE FOLLOWING CONDITIONS:
   A. UNRESTRICTED ACCESS IS AVAILABLE TO WATER DEPARTMENT PERSONNEL
   B. THE METER SHALL BE LOCATED IN A SEPARATE MECHANICAL ROOM
   C. THE METER SHALL BE ASSOCIATED WITH FIRE PROTECTION SPRINKLER SYSTEM (FIRE STACK) PLUMBING
   D. THE METER REQUIRES A SITE SPECIFIC DESIGN APPROVED BY THE FIRE MARSHAL, THE PARK CITY BUILDING DEPARTMENT, CITY ENGINEER, PUBLIC UTILITIES DEPARTMENT, AND THE PUBLIC UTILITIES WATER RESOURCE MANAGER. LAYOUT SHALL BE CONSISTENT WITH WATER STANDARD PLANS 523, 526, AND 528
   E. A REMOTE RADIOREAD METER TRANSCEIVER UNIT (MXU) DEVICE SHALL BE INSTALLED AT A LOCATION ACCEPTABLE TO THE WATER DEPARTMENT. REFER TO NOTE 11.
6. METER VAULT LOCATION SHALL BE APPROVED BY THE PUBLIC UTILITIES ENGINEER PRIOR TO INSTALLATION OF ANY SERVICE LINE OR WATER MAIN TAP. MINIMUM REQUIREMENTS AROUND METER VAULT MUST BE MET. NO POWER, IRRIGATION, COMMUNICATION, CABLING, ECT. WITHIN METER VAULT CLEARANCE AREA.
7. LOCATE METER VAULT, WHENEVER POSSIBLE, IN LANDSCAPE AREAS. PLACEMENT WITHIN A PAVED SURFACE, DRIVEWAY OR WALKWAY, REQUIRES WRITTEN APPROVAL PRIOR TO INSTALLATION OF THE SERVICE LINE OR WATER MAIN TAP. THE METER VAULT SHALL BE PLACED AT THE PUBLIC RIGHT OF WAY LINE. IN THE ABSENCE OF A PUBLIC R-O-W LINE, THE METER VAULT SHALL BE LOCATED WITHIN A DEDICATED EASEMENT AND A MAXIMUM OF FIVE FEET BEHIND THE CURB AND GUTTER OR SIDEWALK AS APPLICABLE.
8. EXTEND THE SERVICE LINE STUB ON THE CUSTOMER SIDE TO 5 FEET BEYOND THE METER VAULT WITH METER VAULT CONSTRUCTION. INSTALL END CAP AND MARKER ON SERVICE LINE TERMINATION.
9. LOCATE METER VAULT TO PROVIDE CONVENIENT, SAFE, AND UNINHIBITED ACCESS FROM A PUBLIC ROW OR WATER EASEMENT. NO FENCES SHALL BE LOCATED BETWEEN THE ROW/EASEMENT LINE AND THE METER VAULT. NO OBSTRUCTIONS OR UTILITIES SHALL BE LOCATED WITHIN 3 FEET OF THE OUTSIDE WALL OF THE METER VAULT. NO BUSHES, SHRUBS, OR PLANTS SHALL BE WITHIN 2 FEET OF THE METER LID AND NO TREES SHALL BE PLANTED SUCH THAT THE DRIP LINE AT MATURITY WILL BE WITHIN 3 FEET OF THE METER LID.

10. SET METER VAULT SET FLUSH WITH THE FINAL LANDSCAPE OR PAVEMENT GRADE. IF THE GROUND IS NOT TO FINAL GRADE AT THE TIME OF THE METER INSTALLATION OR INSPECTION, ADJUST METER VAULT WHEN FINAL GRADE IS ESTABLISHED AND ADJUST THE METER SETTER TO MEET REQUIRED VAULT DIMENSIONS. REFERENCE STANDARD PLANS 592 AND 593 FOR METER VAULT GRADING REQUIREMENTS.
11. IN MOST CASES THE METER TRANSCEIVER UNIT (MXU) DEVICE WILL MOUNT THROUGH THE METER VAULT LID. IF METER LOCATION DOES NOT PERMIT A CLEAR RELIABLE MXU DEVICE RADIO SIGNAL TO CITY FACILITIES, A REMOTE MXU DEVICE WILL BE REQUIRED. THE REMOTE MXU DEVICE WILL BE INSTALLED BY THE CITY, AT A LOCATION DETERMINED BY THE CITY, AT THE TIME OF THE METER INSPECTION. IN MOST CASES THE REMOTE MXU DEVICE WILL BE INSTALLED ON THE OUTSIDE OF THE BUILDING FACING A PUBLIC STREET. PROVIDE CONDUIT AND SIGNAL WIRE FROM METER VAULT TO REMOTE MXU DEVICE LOCATION, REFERENCE STANDARD PLAN 530. FOR DEVELOPMENT PROJECTS, A SIGNAL PROPAGATION STUDY AND INSTALLATION OF A NEW REPEATER STATION AT THE DEVELOPER'S EXPENSE MAY BE REQUIRED.
12. IF REPLACING METER VAULT, PROTECT EXISTING METER AND MXU DEVICE, TAG OR LEAVE IN VAULT. CONTACT PARK CITY WATER DEPARTMENT PRIOR TO REMOVING OR REPLACING METER.
13. PROTECT METER VAULT AND MXU DEVICE THROUGHOUT CONSTRUCTION.
14. A WATER METER WILL NOT BE SET BY THE CITY UNTIL THE METER VAULT AND SERVICE LINE ARE IN COMPLIANCE WITH THE MOST CURRENT VERSION OF THE ENGINEERING STANDARDS, STANDARD DRAWINGS, AND APPROVED PROJECT DRAWINGS, A METER INSPECTION HAS BEEN PERFORMED AND DEFICIENCIES CORRECTED, AND ALL APPLICABLE FEES PAID.
15. ALL BRASS AND BRONZE PIPE, FITTINGS, AND VALVES SHALL MEET LOW LEAD COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH ANSI/ASTM 371.
16. PROVIDE COMPRESSION STYLE FITTINGS AND VALVES. <u>FLARED STYLE CONNECTIONS ARE NOT ALLOWED</u>.

<u>SERVICE LINE:</u>

1. ROUTE SERVICE LINES AT A 90 DEGREE ANGLE TO THE FRONT PROPERTY/R-O-W/EASEMENT LINE FROM THE WATER MAIN. AVOID ROUTING SERVICE LINES UNDER DRIVEWAYS.
2. MAINTAIN 5 FEET OF HORIZONTAL SEPARATION BETWEEN TAP LOCATION AND UTILITY CROSSINGS.
3. DUCTILE IRON WATER MAIN: MAINTAIN 2 FEET SEPARATION BETWEEN SERVICE LINE TAP AND ALL MAIN LINE FITTINGS, VALVES, PIPE JOINTS, AND OTHER SERVICE TAPS.
4. PVC WATER MAIN: MAINTAIN 3 FEET SEPARATION BETWEEN SERVICE LINE TAP AND ALL MAIN LINE FITTINGS, VALVES, PIPE JOINTS, AND OTHER SERVICE TAPS.
5. WATER SERVICE LINE SHALL BE CONTINUOUS. NO BENDS, FITTINGS, COUPLERS, OR CONNECTIONS, ARE PERMITTED BETWEEN WATER MAIN CORPORATION STOP AND THE METER VAULT CURB VALVE.
6. PROVIDE COMPRESSION STYLE VALVES FITTINGS. <u>FLARED STYLE CONNECTIONS ARE NOT ALLOWED</u>.
7. METER VAULTS AND SERVICE LINES MUST BE INSPECTED BY THE CITY PRIOR TO BACKFILLING, UNLESS SPECIFIC PRIOR APPROVAL IS PROVIDED BY THE CITY.
8. <u>TAPPING NEW CONSTRUCTION WATER MAIN:</u> NOTIFY AND SECURE INSPECTION OF INSTALLATION BY PUBLIC UTILITIES ENGINEER OR WATER DEPARTMENT PRIOR TO TAPPING WATER MAIN. PROVIDE TAPPING "COUPON" TO THE WATER DEPARTMENT.
9. <u>TAPPING EXISTING WATER MAIN:</u> NOTIFY AND SECURE INSPECTION OF INSTALLATION BY PUBLIC UTILITIES ENGINEER OR WATER DEPARTMENT 3 BUSINESS DAYS PRIOR TO TAPPING WATER MAIN. PROVIDE TAPPING "COUPON" TO THE WATER DEPARTMENT.
10. SERVICES LINES LARGER THAN 2-INCH DIAMETER SHALL MEET WATER MAIN REQUIREMENTS.
11. ALL BRASS AND BRONZE PIPE, FITTINGS, AND VALVES SHALL MEET LOW LEAD COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH ANSI/ASTM 371
12. DISINFECT ALL NEW WATER SERVICES AND APPURTENANCES IN ACCORDANCE WITH AWWA STANDARD C651, THE SPECIAL REQUIREMENTS OF THE *PARK CITY DESIGN STANDARDS, CONSTRUCTION SPECIFICATIONS, AND STANDARD DETAILS,* AND THE *PARK CITY WATER SYSTEM FIELD OBSERVATION GUIDELINES*. DISINFECTING, FLUSHING, AND HYDROSTATIC PLANS SHALL BE SUBMITTED TO THE PUBLIC UTILITIES ENGINEER A MINIMUM OF 5 WORKING DAYS PRIOR TO COMMENCEMENT OF ACTIVITY. <u>CONTRACTOR SHALL NOT OPERATE EXISTING WATER VALVES.</u>
13. TRACER WIRE IS REQUIRED FROM WATER MAIN TO METER VAULT.
14. ALL BURIED FITTINGS SHALL BE WAXED TAPED (CORPORATION STOPS, SADDLES, ECT.)
15. NO IRRIGATION CONNECTIONS ARE ALLOWED WITHIN METER VAULT.



NOTES:

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 521 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 2	**3/4" AND 1" SINGLE METER OUTSIDE SETTING**	STD. PLAN **521**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	METER VAULT FRAME AND COVER (STD. PLAN 529)		
②	MXU REMOTE LOCATION CONDUIT WITH END CAPS, SCH 40 PVC (STD. PLAN 530)		
③	24" DIAMETER METER VAULT PAVED AREAS: REINF. CONCRETE PIPE LANDSCAPE AREAS: CORRUGATED DUAL-WALL HDPE PIPE	HDPE PIPE: ADS	HDPE: MEGA GREEN N-12, OR APPROVED EQUAL
④	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	iPERL
⑤	3/4" METER YOKE	MUELLER	5/8"x3/4"x9" B2410N-6AN
		FORD	5/8"x3/4" VBHC72-9W-11-33-NL
	1" METER YOKE	MUELLER	1"x12" B2410N-6AN
		FORD	1" VBHC74-12W-11-33-NL
⑥	3/4" OR 1" METER YOKE END CONNECTION	MUELLER	MULTI X M.I.P, H-14223N
		FORD	3/4" OR 1" CLOSE BRASS NIPPLE
⑦	2" X 3/4" OR 1" BRONZE BUSHING		
⑧	2" CURB VALVE, F.I.P. X CTS (INLET)	MUELLER	B-25172N
		FORD	B41-66Q
⑨	CONNECTION, F.I.P. X CTS (OUTLET) SIZE NOT TO EXCEED METER SIZE	MUELLER	
		FORD	
⑩	END CAP AND MARKER, CTS X F.I.P. (OUTLET)	MUELLER	H-15451N AND H-10035N
⑪	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		

DETAIL NOTES

1. LOCATE METER VAULT PER APPROVED PLANS AND SET METER BOX PLUMB
2. SST INSERT STIFFENERS REQUIRED ON ALL CTS TUBING CONNECTIONS
3. WAX TAPE ALL BURIED FITTINGS (CORP STOP, SADDLE, ECT.)
4. TRACER WIRE FROM WATER MAIN TO METER VAULT

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	3/4" AND 1" SINGLE METER OUTSIDE SETTING	STD. PLAN
3/2024		521 S
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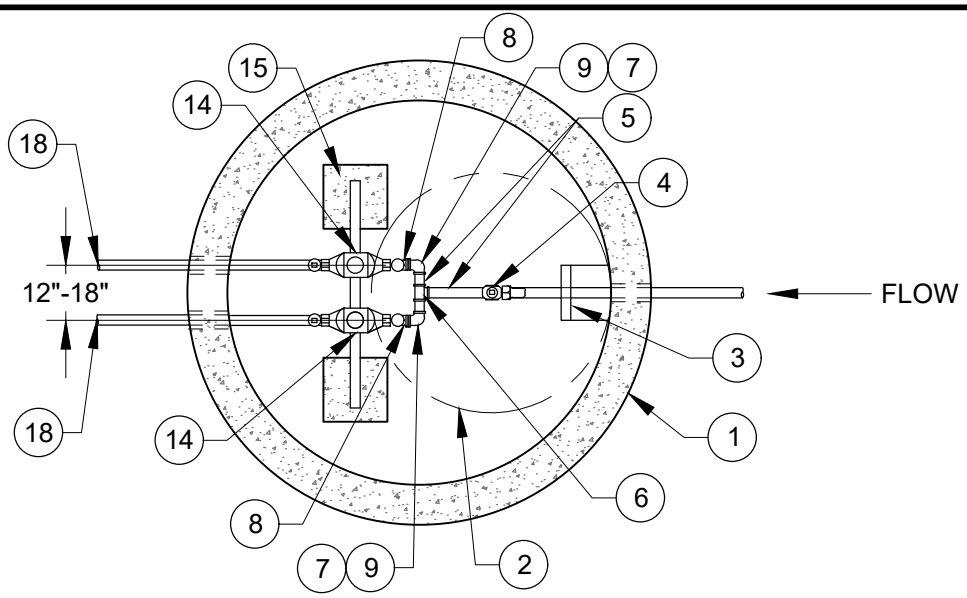
2		



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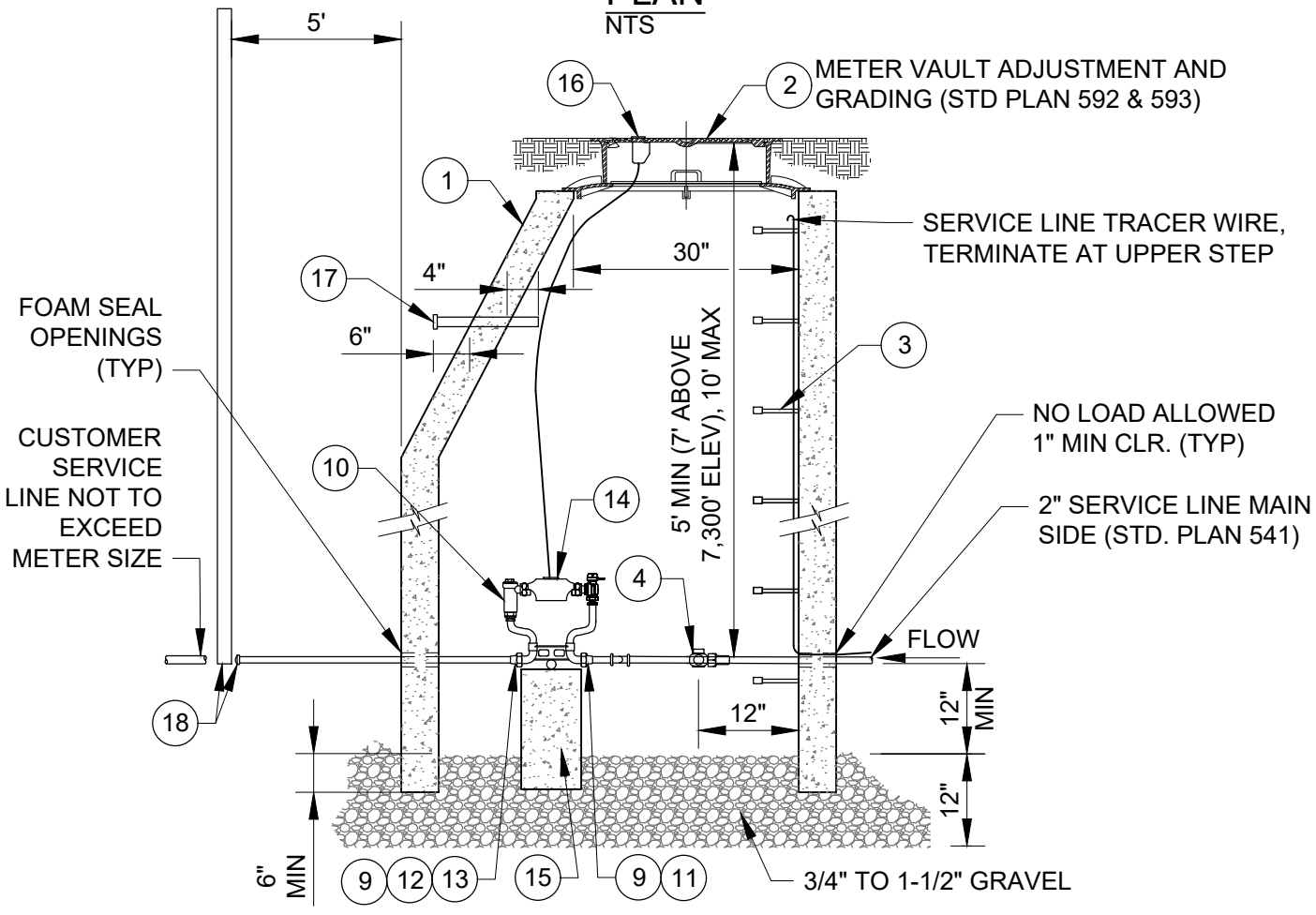


SECTION
NTS

NOTES:

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 522 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 2	**3/4" AND 1" DUAL METERS OUTSIDE SETTING**	STD. PLAN **522**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	5' DIA. MANHOLE, PRECAST CONCRETE ECCENTRIC CONE AND WALL SECTIONS		ASTM C 478
②	METER VAULT FRAME AND COVER (STD PLAN 529)		
③	POLYPROPYLENE ENCASED GRADE 60 STEEL STEPS AT 13" C-C, 13-1/2" TREAD WIDTH	M.A. INDUSTRIES OR APP'D EQUAL	PS2-PFDF
④	2" CURB VALVE	MUELLER	B-25172N
		FORD	B41-666Q
⑤	2" DIA. BRASS NIPPLE X 6" LENGTH, M.I.P.		
⑥	2" DIA. BRONZE TEE, F.I.P., THREADED		
⑦	2" BRONZE 90^0 ELBOW, F.I.P., THREADED (2 EA)		
⑧	2" BRASS NIPPLE X 4" LENGTH, M.I.P. (2 EA)		
⑨	BRONZE BELL REDUCER REQ'D (2 EA) 3/4" YOKE: 2" X 3/4" 1" YOKE: 2" X 1" DIA.		
⑩	3/4" METER YOKE (2 EA)	MUELLER	5/8"x3/4"x18" B-2404-6AN
		FORD	5/8"x3/4" VBHC72-18W-11-33-NL
	1" METER YOKE (2 EA)	MUELLER	1"x18" B-2404-6AN
		FORD	1" VBHC74-18W-11-44-NL
⑪	3/4" OR 1" METER YOKE END CONNECTIONS (2 EA)	MUELLER	MULTI X M.I.P., H-14223N
		FORD	3/4" OR 1" CLOSE BRASS NIPPLE
⑫	2" x 3/4" OR 1" BRONZE BUSHING (OUTLET) (2 EA)		
⑬	2" CONNECTION, F.I.P. X CTS (OUTLET) (2 EA)	MUELLER	H-15451N
		FORD	C-14-66-G-NL
⑭	METER, SUPPLIED AND INSTALLED BY PCMC (2 EA)	SENSUS	iPERL
⑮	PIPE SUPPORTS, GALVANIZED PIPE SUPPORT ROD AND (2) 16"x8"x8" CMU BLOCK		
⑯	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑰	MXU REMOTE LOCATION CONDUIT WITH END CAPS, SCH 40 PVC (STD. PLAN 531)		
⑱	END CAP AND MARKER, CTS X F.I.P. (OUTLET) (2 EA)	MUELLER	H-15451N AND H-10035N

DETAIL NOTES

1. LOCATE METER VAULT PER APPROVED PLANS AND SET METER BOX PLUMB
2. SST INSERT STIFFENERS REQUIRED ON ALL CTS TUBING CONNECTION
3. USE PIPE DOPE OR TEFLON TAPE ON THREADED FITTINGS
4. WAX TAPE ALL BURIED FITTINGS. TRACER WIRE REQUIRED FROM WATER MAIN TO METER

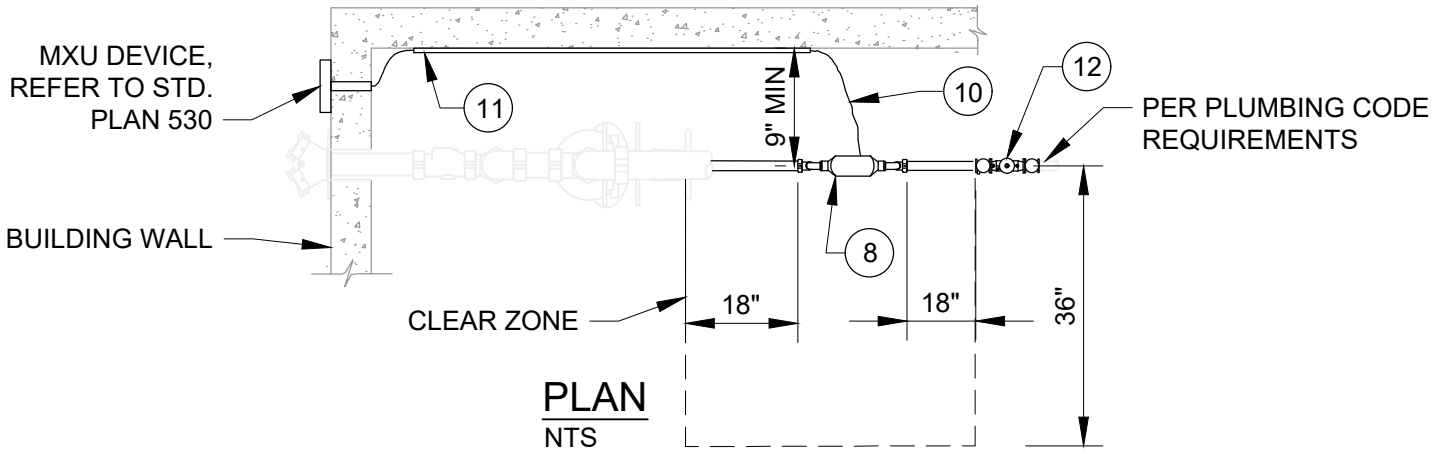
PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

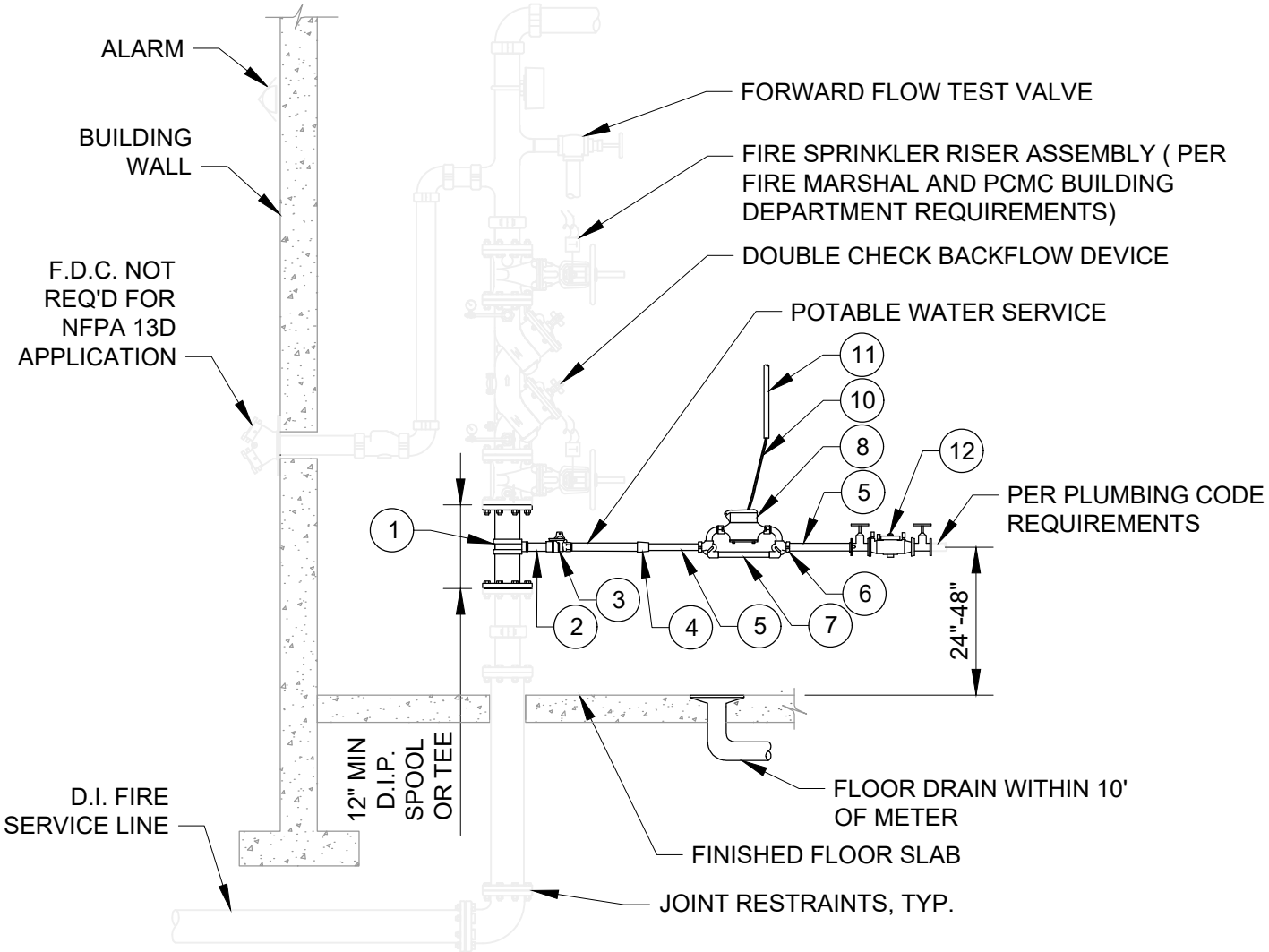
DATE	3/2024
REV.	2

3/4" AND 1" DUAL METERS OUTSIDE SETTING

STD. PLAN	522 S



PLAN
NTS



SECTION
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NOTES:
1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 523 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**3/4" AND 1" METER INSIDE SETTING**	STD. PLAN **523**

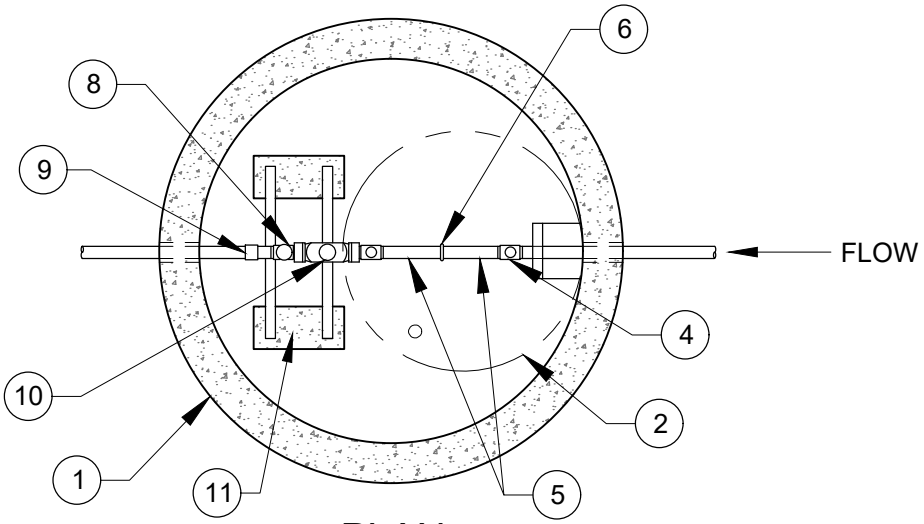
LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	1" BRONZE SERVICE SADDLE, DOUBLE STRAP	MUELLER	BR2B SERIES, CC THREADS
		FORD	STYLE 202B, CC THREADS
②	1" DIA. BRASS NIPPLE x 2" LENGTH, M.I.P.		
③	1" CURB VALVE, F.I.P. X F.I.P.	MUELLER	B-20283N
④	1" DIA. BRASS NIPPLE x 2" LENGTH, M.I.P. AND BRONZE BELL REDUCER, 1" X 3/4" DIA. (REQ'D FOR 3/4" METER YOKE ONLY)		
⑤	3/4" OR 1" DIA. COPPER PIPING AND FITTINGS, AS REQ'D PER SITE SPECIFIC LAYOUT		
⑥	3/4" OR 1" METER YOKE END CONNECTIONS	MUELLER	MULTI X F.I.P, H-14222N
⑦	3/4" METER YOKE (HORIZONTAL LINE INLET AND OUTLET)	MUELLER	5/8"x3/4" B-2518-2AN
		FORD	5/8"x3/4" LSVBHHCR11-233W-NL
	3/4" METER YOKE (VERTICAL INLET AND OUTLET)	MUELLER	5/8"x3/4" B-2448-2AN
		FORD	5/8"X3/4" KHVBHCr-2-NL
	1" METER YOKE (HORIZONTAL LINE INLET AND OUTLET)	MUELLER	1" B-2518-2AN
		FORD	1" LSVBHH11-444W-NL
	1" METER YOKE (VERTICAL INLET AND OUTLET)	MUELLER	1" B-2448-2AN
		FORD	1" KHVBHCR-4-NL
⑧	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	iPEARL
⑨	PIPE SIZE BRASS NIPPLE AND CURB VALVE, F.I.P. X F.I.P.	MUELLER	B-20283N
⑩	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑪	EMT CONDUIT FOR MXU WIRING, AS REQUIRED		
⑫	DOUBLE CHECK BACKFLOW ASSEMBLY		

DETAIL NOTES

1. USE OF AN INSIDE WATER METER REQUIRES PUBLIC UTILITIES ENGINEER APPROVAL. REFERENCE WATER STANDARD PLAN 520 FOR APPLICABLE CONDITIONS.
2. FIRE SPRINKLER RISER WITH POTABLE WATER SERVICE: A SITE SPECIFIC DESIGN IS REQUIRED. THE FIRE PROTECTION SPRINKLER SYSTEM AND POTABLE WATER SYSTEM DESIGN SHALL BE APPROVED BY THE FIRE MARSHAL AND THE PARK CITY BUILDING DEPARTMENT. THE POTABLE WATER SERVICE CONNECTION AND METER ASSEMBLY DESIGN SHALL BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT AND THE PUBLIC UTILITIES ENGINEER. DESIGN AND CONSTRUCTION SHALL COMPLY WITH APPLICABLE BUILDING AND PLUMBING CODES.
3. BACKFLOW PREVENTION: PROVIDE A DOUBLE CHECK BACKFLOW ASSEMBLY (DC) ON THE FIRE SPRINKLER RISER ASSEMBLY. REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY (RP) ALLOWED WITH PUBLIC UTILITIES ENGINEER APPROVAL. STYLE TO BE DETERMINED BY THE BUILDING AND WATER DEPARTMENT BASED ON DEGREE OF HAZARD POSED BY FIRE SPRINKLER PROTECTION SYSTEM. BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED BY THE BUILDING DEPARTMENT, BACKFLOW ASSEMBLY TESTING FOR PROPER OPERATION (PER CITY REQUIREMENTS BY A CERTIFIED TESTER RECOGNIZED BY THE CITY) IS REQUIRED AND A REPORT SUBMITTED.
4. CONNECTIONS TO THE WATER SYSTEM ARE NOT PERMITTED PRIOR TO THE POTABLE WATER METER ASSEMBLY OR THE FIRE SPRINKLER RISER BACKFLOW ASSEMBLY. THIS INCLUDES OUTSIDE IRRIGATION SUPPLY.
5. CLEARANCES: PROVIDE ADEQUATE CLEARANCES FROM FIRE RISER AND AROUND WATER METER ASSEMBLY. MAINTAIN: 9" MINIMUM FROM WALL TO FACE OF POTABLE WATER PIPING
   18" CLEAR ON EACH SIDE OF METER ASSEBLY
   36" CLEAR IN FRONT OF METER ASSEMBLY
6. LOCATE METER ASSEMBLY TWO (2) TO FOUR (4) FEET ABOVE THE FLOOR. POSITION METER HORIZONTAL WITH DIAL POINTING UP.
7. PROVIDE ISOLATION (CURB) VALVES AT METER INLET AND OUTLET
8. FOR MULTIPLE METERS PROVIDE A MANIFOLD WITH A MAIN CURB VALVE PRIOR TO THE MANIFOLD AND INDIVIDUAL CURB VALVES LOCATED PRIOR TO AND AFTER METERS.
9. PROVIDE A FLOOR DRAIN IN THE FIRE RISER ROOM WITHIN 10 FEET OF THE WATER METER LOCATION.
10. PROVIDE PIPE LABELS ON THE POTABLE WATER LINE BETWEEN THE FIRE RISER AND THE WATER METER DESIGNATING PIPE AS "POTABLE WATER".
11. PROVIDE PIPE ANCHORAGE TO SUPPORT METER YOKE AND ASSEMBLY INDEPENDENT OF THE POTABLE WATER SUPPLY PIPING AND BUILDING PLUMBING. PROVIDE PIPE STANDS OR UNISTRUT WALL STANDOFFS. DO NOT SUPPORT METER ASSEMBLY FROM OTHER PIPING.
12. PROVIDE A WALL PENETRATION AND CONDUIT FOR REMOTE RADIOREAD METER TRANSEIVER UNIT (MXU) DEVICE(S). COORDINATE ROUTING AND WALL PENETRATION LOCATION WITH THE WATER DEPARTMENT. REFERENCE WATER STANDARD PLANS 520 AND 530.
13. PROVIDE 1/2" EMT CONDUIT AND SUPPORTS FOR MXU SIGNAL WIRE IF DISTANCE TO WALL PENETRATION EXCEEDS 10 FEET
14. INSPECTION: CONTACT THE CITY ENGINEER FOR INSPECTION OF THE POTABLE WATER SYSTEM METER ASSEMBLY INSTALLATION
15. REFER TO STD. PLAN 500 AND THE SPECIFICATIONS FOR FLUSHING, HYDROSTATIC TESTING, AND DISINFECTING REQUIREMENTS

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 05/2025 **REV.** 3	**3/4" AND 1" METER INSIDE SETTING**	**STD. PLAN** **523 S.2**



PLAN
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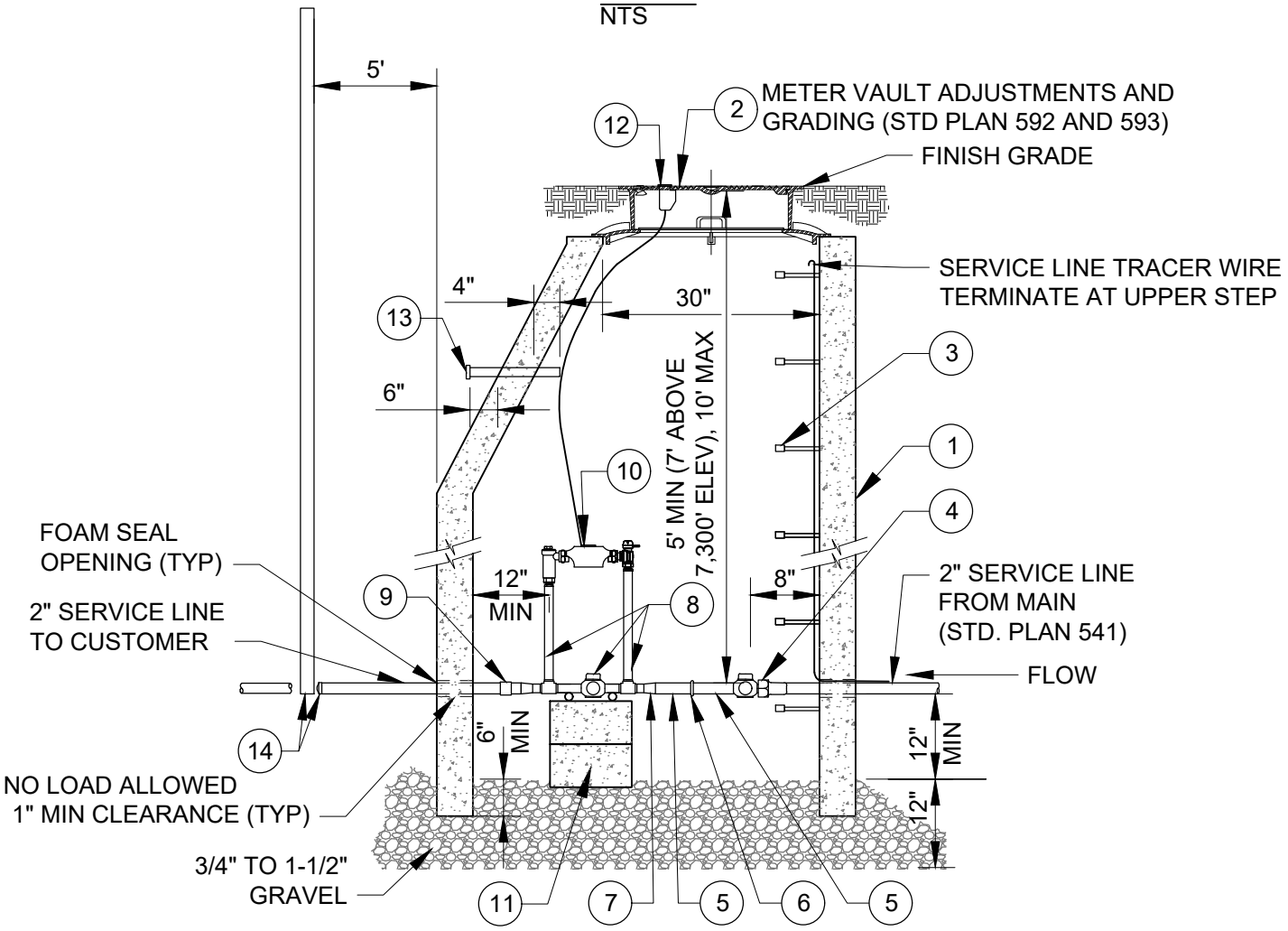


SECTION
NTS

NOTES:

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 524 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 05/2014 REV. 0	**1-1/2" AND 2" SINGLE METER OUTSIDE SETTING**	STD. PLAN **524**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	5' DIA. MANHOLE, PRECAST CONCRETE ECCENTRIC CONE AND WALL SECTIONS		ASTM C 478
②	METER VAULT FRAME AND COVER (STD. PLAN 529)		
③	POLYPROPYLENE ENCASED GRADE 60 STEEL STEPS AT 13" C-C, 13-1/2" TREAD WIDTH	M.A. INDUSTRIES OR APPV'D EQ.	PS2-PFDF
④	2" CURB VALVE, F.I.P. x CTS	MUELLER	B-25172N
		FORD	B11-777Q
⑤	2" DIA. BRASS NIPPLE x 4" LENGTH, M.I.P.		
⑥	2" BRONZE UNION, F.I.P., THREADED		
⑦	1-1/2" METER YOKE 2" BRASS NIPPLE x 4" LENGTH, 2" x 1-1/2" BRONZE BELL REDUCER, AND 1-1/2" CLOSE BRASS NIPPLE 2" METER YOKE 2" BRASS NIPPLE x 4" LENGTH		
⑧	1-1/2" METER YOKE COMMERCIAL SERVICE: WITH BYPASS RESIDENTIAL SERVICE: WITHOUT BYPASS IRRIGATION SERVICE: WITHOUT BYPASS **METER LAY LENGTH – 13 INCHES**	MUELLER	1-1/2"x18" B-1423-2-01N (WITH BYPASS) 1-1/2"x18" B-2422-2N (W/O BYPASS)
		FORD	1-1/2" VBHC76-18B-11-66-NL (WITH BYPASS) 1-1/2" VBHC76-18-11-66-NL (W/O BYPASS)
	2" METER YOKE COMMERCIAL SERVICE: WITH BYPASS RESIDENTIAL SERVICE: WITHOUT BYPASS IRRIGATION SERVICE: WITHOUT BYPASS **METER LAY LENGTH – 17 INCHES**	MUELLER	2"x18" B-1423-2-01N (WITH BYPASS) 2"x18" B-2422-2N (W/O BYPASS)
		FORD	2" VBHC77-18B-11-77-NL (WITH BYPASS) 2" VBHC77-18-11-77-NL (W/O BYPASS)
⑨	1-1/2" METER YOKE F.I.P x CTS AND 2" BRASS NIPPLE x 4" LENGTH, 2" x 1-1/2" BRONZE BELL REDUCER, AND 1-1/2" CLOSE BRASS NIPPLE 2" METER YOKE F.I.P x CTS AND 2" BRASS NIPPLE x 4" LENGTH	MUELLER	H-15451N
		FORD	C-14-66-G-NL
⑩	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	OMNI
⑪	PIPE SUPPORTS (4) 16"x8"x8" CMU BLOCK, (2) METER SUPPORT RODS, GALVANIZED		
⑫	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑬	MXU REMOTE LOCATION CONDUIT WITH END CAPS, SCH 40 PVC (STD. PLAN 531)		
⑭	END CAP AND MARKER, CTS x F.I.P. (OUTLET)		H-15451N AND H-10035N

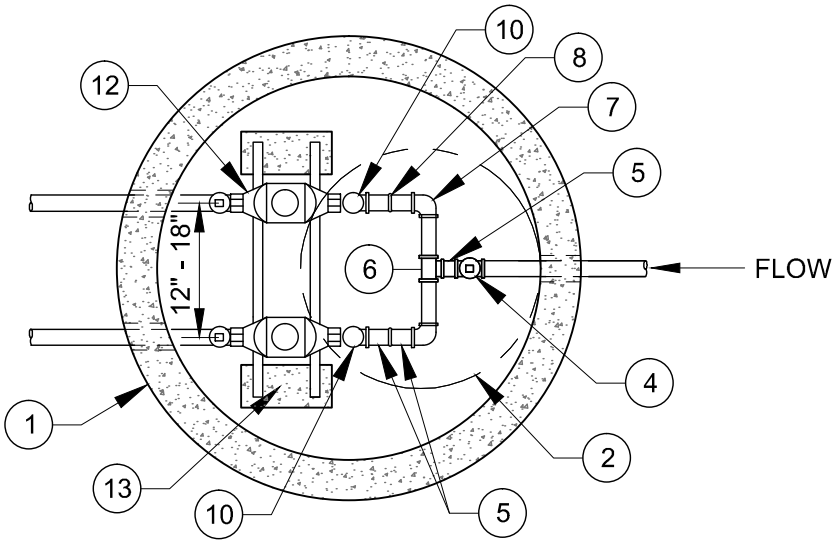
DETAIL NOTES

1. LOCATE METER VAULT PER APPROVED PLANS AND SET METER BOX PLUMB
2. SST INSERT STIFFENERS REQUIRED ON ALL CTS TUBING CONNECTIONS

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	1-1/2" AND 2" SINGLE METER OUTSIDE SETTING	STD. PLAN
03/2024		524 S
REV.		
2		



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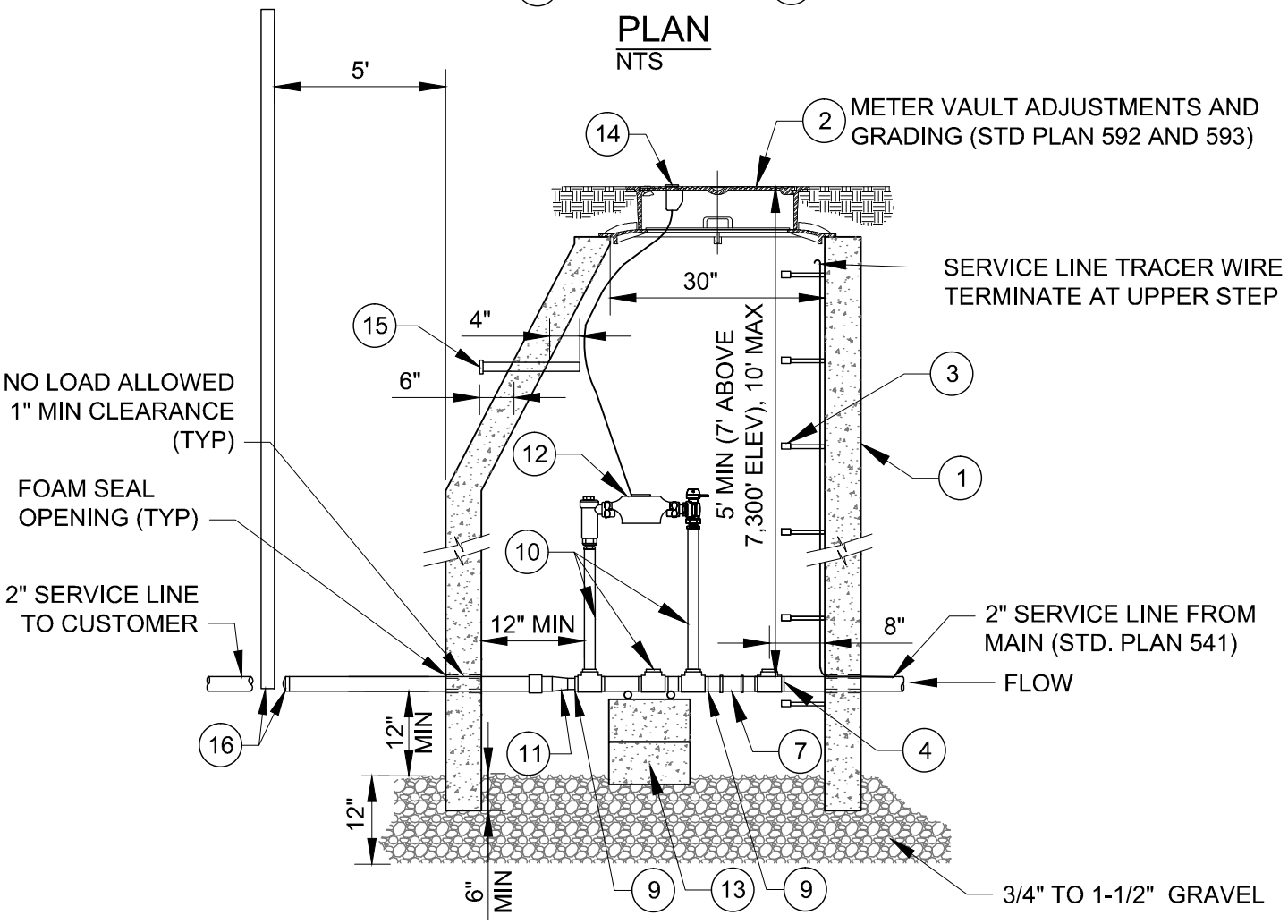


SECTION
NTS

NOTES:
1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 525 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 05/2014 REV. 0	**1-1/2" DUAL METERS OUTSIDE SETTING**	STD. PLAN **525**

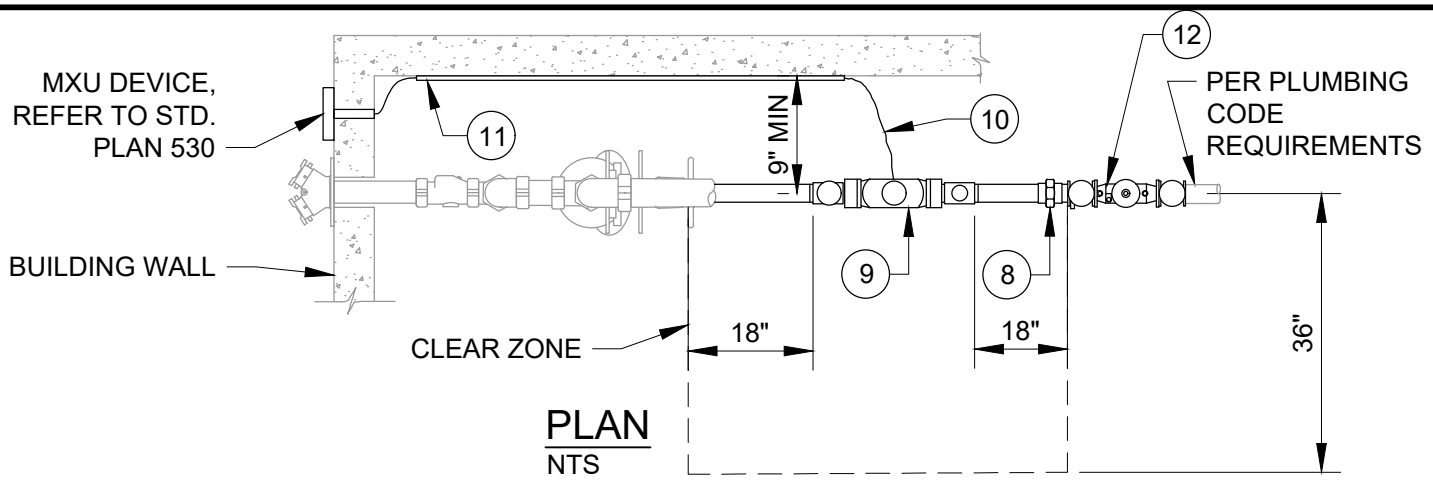
LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	5' DIA. MANHOLE, PRECAST CONCRETE ECCENTRIC CONE AND WALL SECTIONS		ASTM C 478
②	METER VAULT FRAME AND COVER (STD. PLAN 529)		
③	POLYPROPYLENE ENCASED GRADE 60 STEEL STEPS AT 13" C-C, 13-1/2" TREAD WIDTH	M.A. INDUSTRIES OR APPV'D EQ.	PS2-PFDF
④	2" CURB VALVE, F.I.P. x CTS	MUELLER	B-25172N
		FORD	B11-777Q
⑤	2" DIA. BRASS NIPPLE x 3" LENGTH, M.I.P. (5 EA)		
⑥	2" DIA. BRONZE TEE, F.I.P., THREADED		
⑦	2" BRONZE 90^0 ELBOW, F.I.P., THREADED (2 EA)		
⑧	2" BRONZE UNION, F.I.P., THREADED (2 EA)		
⑨	1-1/2" BRASS NIPPLE x 4" LENGTH, 2" x 1-1/2" BRONZE BELL REDUCER, AND 1-1/2" CLOSE BRASS NIPPLE (2 EA)		
⑩	1-1/2" METER YOKE (2 EA) COMMERCIAL SERVICE: WITH BYPASS RESIDENTIAL SERVICE: WITHOUT BYPASS IRRIGATION SERVICE: WITHOUT BYPASS **METER LAY LENGTH – 13 INCHES**	MUELLER	1-1/2"x18" B-1423-2-01N (WITH BYPASS) 1-1/2"x18" B-2422N (WITHOUT BYPASS)
		FORD	1-1/2" VBHC76-18B-11-66-NL (WITH BYPASS) 1-1/2" VBHC76-18-11-66-NL (WITHOUT BYPASS)
⑪	2" CONNECTION, F.I.P. x CTS; 2" BRASS NIPPLE x 4" LENGTH; 2"x1-1/2" BRONZE BELL REDUCER; AND 1-1/2" CLOSE BRASS NIPPLE (OUTLET) (2 EA)	MUELLER	H-15451N
		FORD	C-14-66-G-NL
⑫	METER, SUPPLIED AND INSTALLED BY PCMC (2 EA)	SENSUS	OMNI
⑬	PIPE SUPPORTS (4) 16"X8"X8" CMU BLOCK, (2) METER SUPPORT RODS, GALVANIZED		
⑭	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑮	MXU REMOTE LOCATION CONDUIT WITH END CAPS, SCH 40 PVC (STD. PLAN 531)		
⑯	END CAP AND MARKER, CTS X F.I.P. (OUTLET) (2 EA)		H-15451N AND H-10035N

DETAIL NOTES

1. LOCATE METER VAULT PER APPROVED PLANS AND SET METER BOX PLUMB
2. SST INSERT STIFFENERS REQUIRED ON ALL CTS TUBING CONNECTIONS

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 03/2024 **REV.** 2	**1-1/2" DUAL METERS OUTSIDE SETTING**	**STD. PLAN** **525 S**



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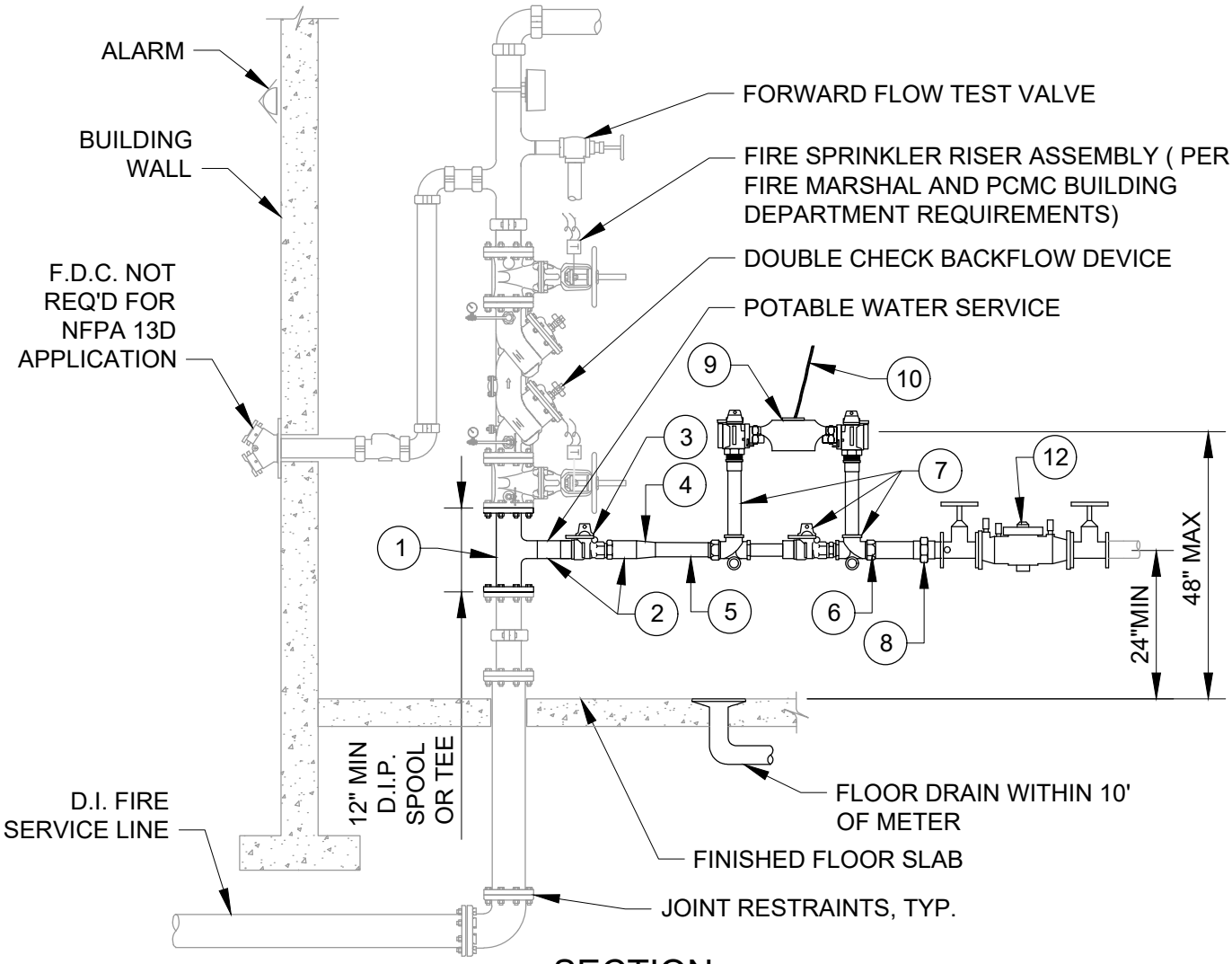


SECTION
NTS

NOTES:
1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 526 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**1-1/2" AND 2" METER INSIDE SETTING**	STD. PLAN **526**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	DUCTILE IRON TEE OR 2" BRONZE SERVICE SADDLE, DOUBLE STRAP	MUELLER	BR2B SERIES, FIP THDS
		FORD	STYLE 202B, FIP THDS
②	2" DIA. BRASS NIPPLE x 2" LENGTH, M.I.P.		
③	2" CURB VALVE, F.I.P. X F.I.P.	MUELLER	B-20283N
		FORD	B11-777Q
④	2" DIA. BRASS NIPPLE x 2" LENGTH, M.I.P. AND BRONZE BELL REDUCER, 2" X 1-1/2" DIA. (REQ'D FOR 1-1/2" YOKE ONLY)		
⑤	1-1/2" OR 2" DIA. BRASS NIPPLES AND BRASS FITTINGS OR COPPER PIPING AND FITTINGS, AS REQ'D PER SITE SPECIFIC LAYOUT		
⑥	1-1/2" OR 2" METER YOKE END CONNECTIONS	MUELLER	MULTI X F.I.P, H-14222N
⑦	1-1/2" METER YOKE COMMERCIAL SERVICE: WITH BYPASS RESIDENTIAL SERVICE: WITHOUT BYPASS **METER LAY LENGTH – 13 INCHES**	MUELLER	1-1/2"x12" B-2423N (WITH BYPASS) 1-1/2"x12" B-2422-00N (WITHOUT BYPASS)
		FORD	1-1/2" VBB76-18B-11-66-NL (WITH BYPASS) 1-1/2" VBB76-18-11-66-NL (WITHOUT BYPASS)
	2" METER YOKE COMMERCIAL SERVICE: WITH BYPASS RESIDENTIAL SERVICE: WITHOUT BYPASS **METER LAY LENGTH – 17 INCHES**	MUELLER	2"x12" B-2423N (WITH BYPASS) 2"x12" B-2422-00N (WITHOUT BYPASS)
		FORD	2" VBB77-12B-11-77-NL (WITH BYPASS) 2" VBB77-12-11-77-NL (WITHOUT BYPASS)
⑧	PIPE SIZE BRASS NIPPLE AND BRONZE UNION, F.I.P., THREADED		
⑨	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	OMNI
⑩	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑪	EMT CONDUIT FOR MXU WIRING, AS REQUIRED		
⑫	DOUBLE CHECK BACKFLOW ASSEMBLY		

PARK CITY 1884

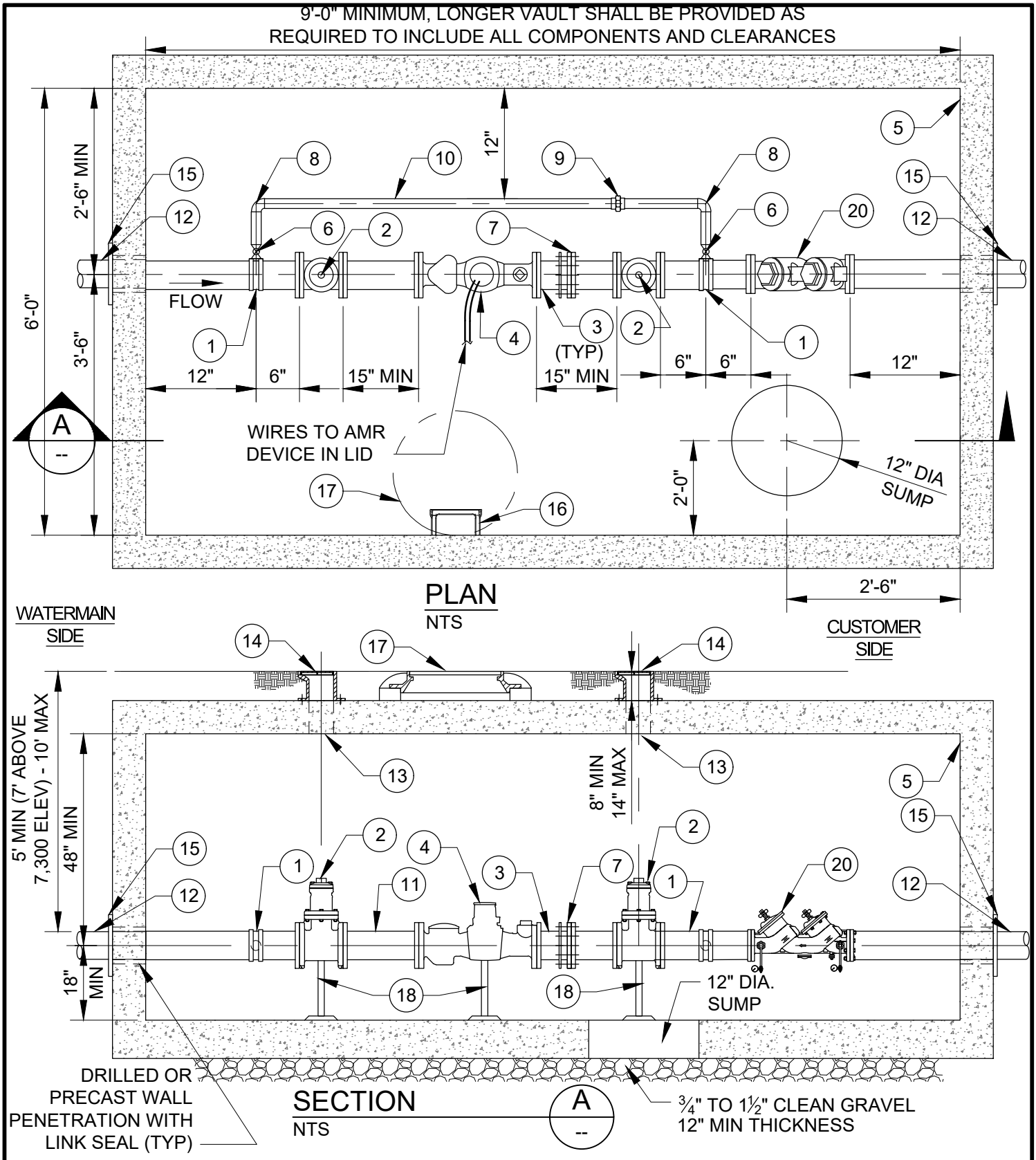
PARK CITY MUNICIPAL CORPORATION
WATER

DATE	1-1/2" AND 2" METER INSIDE SETTING	STD. PLAN
05/2025		526 S.1
REV.		
3		

DETAIL NOTES

1. USE OF AN INSIDE WATER METER REQUIRES PUBLIC UTILITIES ENGINEER APPROVAL. REFERENCE WATER STANDARD PLAN 520 FOR APPLICABLE CONDITIONS.
2. FIRE SPRINKLER RISER WITH POTABLE WATER SERVICE: A SITE SPECIFIC DESIGN IS REQUIRED. THE FIRE PROTECTION SPRINKLER SYSTEM AND POTABLE WATER SYSTEM DESIGN SHALL BE APPROVED BY THE FIRE MARSHAL AND THE PARK CITY BUILDING DEPARTMENT. THE POTABLE WATER SERVICE CONNECTION AND METER ASSEMBLY DESIGN SHALL BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT AND THE PUBLIC UTILITIES ENGINEER. DESIGN AND CONSTRUCTION SHALL COMPLY WITH APPLICABLE BUILDING AND PLUMBING CODES.
3. BACKFLOW PREVENTION: PROVIDE A DOUBLE CHECK BACKFLOW ASSEMBLY (DC) ON THE FIRE SPRINKLER RISER ASSEMBLY. REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY (RP) ALLOWED WITH PUBLIC UTILITIES ENGINEER APPROVAL. STYLE TO BE DETERMINED BY THE BUILDING AND WATER DEPARTMENT BASED ON DEGREE OF HAZARD POSED BY FIRE SPRINKLER PROTECTION SYSTEM. BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED BY THE BUILDING DEPARTMENT, BACKFLOW ASSEMBLY TESTING FOR PROPER OPERATION (PER CITY REQUIREMENTS BY A CERTIFIED TESTER RECOGNIZED BY THE CITY) IS REQUIRED AND A REPORT SUBMITTED.
4. CONNECTIONS TO THE WATER SYSTEM ARE NOT PERMITTED PRIOR TO THE POTABLE WATER METER ASSEMBLY OR THE FIRE SPRINKLER RISER BACKFLOW ASSEMBLY. THIS INCLUDES OUTSIDE IRRIGATION SUPPLY.
5. CLEARANCES: PROVIDE ADEQUATE CLEARANCES FROM FIRE RISER AND AROUND WATER METER ASSEMBLY. MAINTAIN: 9” MINIMUM FROM WALL TO FACE OF POTABLE WATER PIPING
   18” CLEAR ON EACH SIDE OF METER ASSEBLY
   36” CLEAR IN FRONT OF METER ASSEMBLY
6. LOCATE METER ASSEMBLY TWO (2) TO FOUR (4) FEET ABOVE THE FLOOR. POSITION METER HORIZONTAL WITH DIAL POINTING UP.
7. PROVIDE ISOLATION (CURB) VALVES AT METER INLET AND OUTLET
8. FOR MULTIPLE METERS PROVIDE A MANIFOLD WITH A MAIN CURB VALVE PRIOR TO THE MANIFOLD AND INDIVIDUAL CURB VALVES LOCATED PRIOR TO AND AFTER METERS.
9. PROVIDE A FLOOR DRAIN IN THE FIRE RISER ROOM WITHIN 10 FEET OF THE WATER METER LOCATION.
10. PROVIDE PIPE LABELS ON THE POTABLE WATER LINE BETWEEN THE FIRE RISER AND THE WATER METER DESIGNATING PIPE AS “POTABLE WATER”.
11. PROVIDE PIPE ANCHORAGE TO SUPPORT METER YOKE AND ASSEMBLY INDEPENDENT OF THE POTABLE WATER SUPPLY PIPING AND BUILDING PLUMBING. PROVIDE PIPE STANDS OR UNISTRUT WALL STANDOFFS. DO NOT SUPPORT METER ASSEMBLY FROM OTHER PIPING.
12. PROVIDE A WALL PENETRATION AND CONDUIT FOR REMOTE RADIOREAD METER TRANSEIVER UNIT (MXU) DEVICE(S). COORDINATE ROUTING AND WALL PENETRATION LOCATION WITH THE WATER DEPARTMENT. REFER TO WATER STANDARD PLANS 520 AND 530.
13. PROVIDE 1/2” EMT CONDUIT AND SUPPORTS FOR MXU SIGNAL WIRE IF DISTANCE TO WALL PENETRATION EXCEEDS 10 FEET.
14. INSPECTION: CONTACT THE CITY ENGINEER FOR INSPECTION OF THE POTABLE WATER SYSTEM METER ASSEMBLY INSTALLATION
15. REFER TO STD. PLAN 500 AND THE SPECIFICATIONS FOR FLUSHING, HYDROSTATIC TESTING, AND DISINFECTING REQUIREMENTS

PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 05/2025 **REV.** 3	**1-1/2” AND 2” METER INSIDE SETTING**	**STD. PLAN** **526 S.2**



NOTES:

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 527 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 05/2025 REV. 2	**3" AND LARGER METER OUTSIDE SETTING**	STD. PLAN **527**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	2" BRONZE SERVICE SADDLE, DOUBLE STRAP	MUELLER	BR2B SERIES, F.I.P. THREADS
		FORD	202B SERIES, F.I.P. THREADS
②	GATE VALVE, PIPE SIZE, NRS, FLANGED, 2" SQ. OPERATING NUT, AWWA C509	MUELLER	SERIES A-2360
		CLOW	MODEL 2639
③	DUCTILE IRON PIPE SPOOL (2), FLG X PE 15"		
④	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	OMNI
⑤	PRECAST CONCRETE VAULT, HS20 RATED		
⑥	2" BRONZE BALL VALVE WITH LOCKING HANDLE, F.I.P., THREADED, 300 PSI RATED	FORD	B11-777Q
⑦	DISMANTLING JOINT	ROMAC	DJ400 OR APPV'D EQUAL
⑧	2" DIA. COPPER 90^0 ELBOW, SOLDERED, OR BRONZE, F.I.P., THREADED		
⑨	2" DIA. BRONZE UNION, F.I.P., THREADED		
⑩	2" COPPER PIPE, TYPE K, OR BRASS NIPPLE		
⑪	DUCTILE IRON PIPE SPOOL, 15" LENGTH, FLG X FLG		
⑫	DUCTILE IRON PIPE SPOOL, FLG X PE		
⑬	AFTER PIPING INSTALLATION CORE DRILL 6" DIA. HOLE IN VAULT LID DIRECTLY ABOVE GATE VALVES		
⑭	VALVE BOX, FASTEN VALVE BOX TO VAULT WITH TWO EPOXIED ALL-THREAD ROD/NUT OR SST EXP ANCHOR	D & L SUPPLY HILTI	M-8065 AND M-8048 TO M-8053 3/8" DIA. ROD SST 316, OR KWIK BOLT 3 3/8"x3" SS316
⑮	THRUST RESTRAINTS	EBBA IRON	MEGALUG SERIES 1100
⑯	POLYPROPYLENE ENCASED GRADE 60 STL STEPS AT 13" C-C, 13-1/2" TREAD WIDTH	M.A. INDUSTRIES OR APPV'D EQUAL	PS2-PFDF
⑰	METER VAULT FRAME AND COVER (STD. PLAN 529)		
⑱	PIPE SUPPORTS, 5 REQ'D (STD. PLAN 533)		
⑲	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑳	SWING CHECK BACKFLOW ASSEMBLY	VAL-MATIC	W/ BACKFLOW ACTUATOR

DETAIL NOTES

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS – METER, METER VAULT, AND SERVICE LINE
2. LOCATE METER VAULT PER APPROVED PLANS AND SET METER BOX PLUMB
3. SST FASTENERS REQUIRED ON ALL FITTINGS
4. NO BYPASS ALLOWED FOR IRRIGATION METERS
5. NO SERVICE LINE REDUCERS OR BENDS WITHIN 5' OF VAULT
6. COORDINATE METER SIZE AND LENGTH WITH CITY PRIOR TO ORDERING MATERIALS
7. REFER TO STD. PLANS 592 AND 593 FOR MANHOLE ADJUSTMENT AND GRADING REQUIREMENTS
8. FOR 3" METERS A MINIMUM OF 4" PIPE SHALL BE USED AND REDUCED AT METER, ALL OTHER PIPE SIZE SHOULD MATCH METER SIZE.

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PARK CITY MUNICIPAL CORPORATION

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DATE	STD. PLAN
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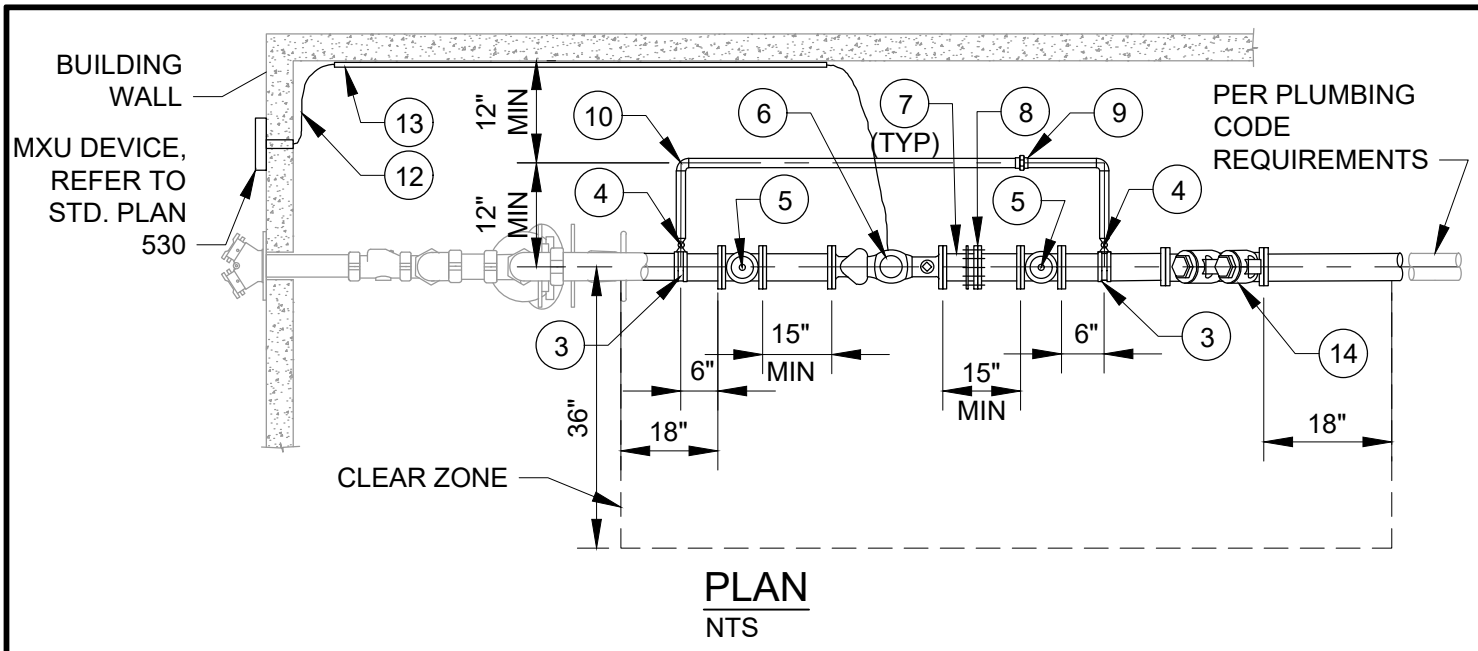
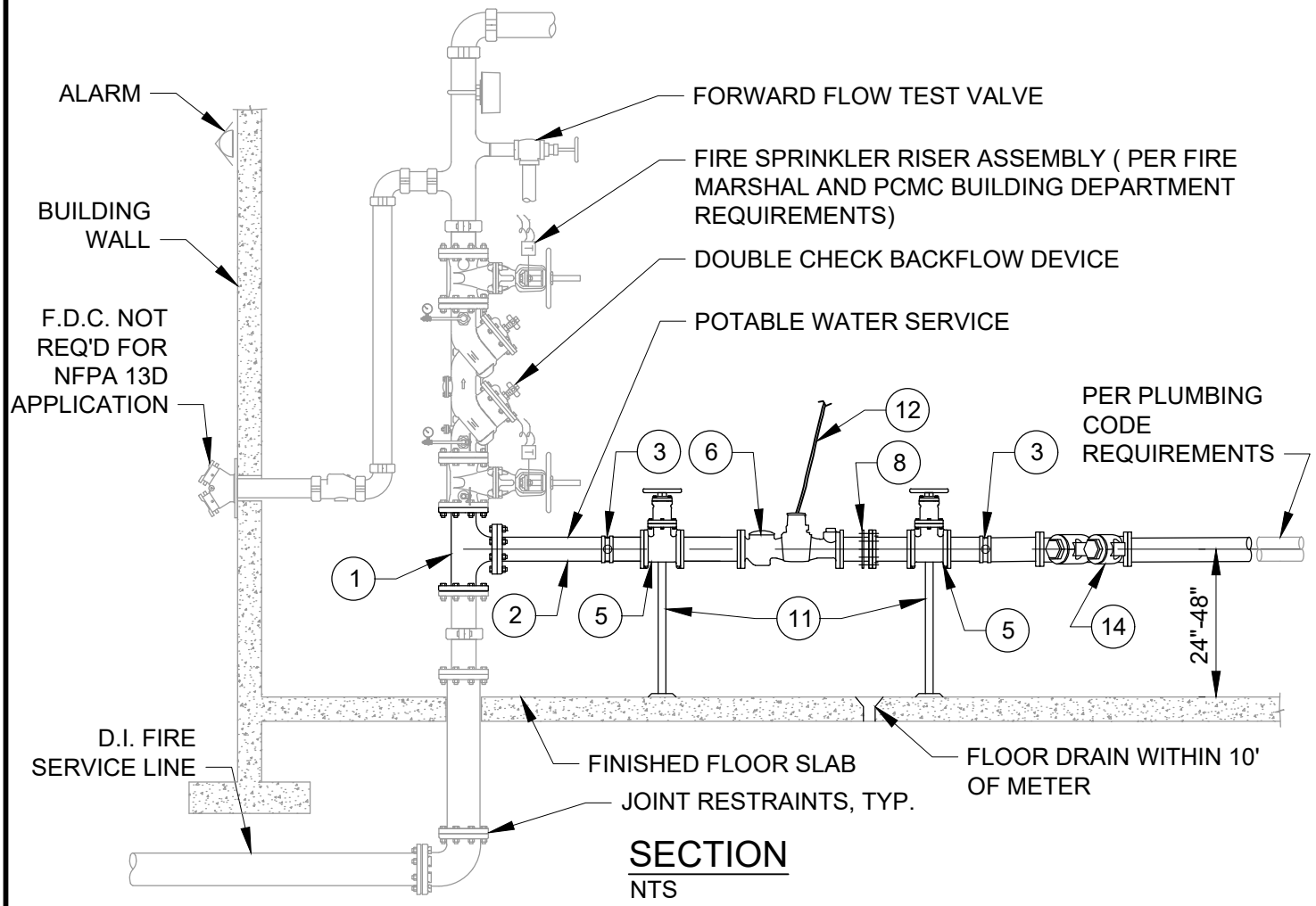
3	

3" AND LARGER METER OUTSIDE SETTING

527 S



PLAN
NTS



SECTION
NTS

NOTES:
1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.
2. REFER TO STD. PLAN 528 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 05/2025 REV. 2	**3" AND LARGER METER INSIDE SETTING**	STD. PLAN **528**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	DUCTILE IRON TEE, FLG., PRESSURE CLASS 350, CEMENT-MORTAR LINED, ASPHALTIC INTERIOR COATING, AWWA C150 / C151 / C104	U.S. PIPE PACIFIC STATES	
		U.S. PIPE PACIFIC STATES	
②	DUCTILE IRON PIPE SPOOL, FLG. X FLG., 3" TO 12" DIAMETER, FULL BODY, PRESSURE CLASS 350, CEMENT-MORTAR LINED, ASPHALTIC INTERIOR COATING, AWWA C150 / C151 / C104	U.S. PIPE PACIFIC STATES	
③	2" BRONZE SERVICE SADDLE, DOUBLE STRAP	MUELLER	BR2B SERIES, FIP THDS
		FORD	STYLE 202B, FIP THDS
④	2" BRONZE BALL VALVE WITH LOCKING HANDLE, F.I.P., THREADED, 300 PSI RATED, LEAD FREE	FORD	B11-777Q
⑤	GATE VALVE, PIPE SIZE, NRS WITH HANDWHEEL, FLANGED, 2" SQ. OPERATING NUT, AWWA C509	MUELLER	SERIES A-2360
		CLOW	MODEL 2639
⑥	METER, SUPPLIED AND INSTALLED BY PCMC	SENSUS	OMNI
⑦	DUCTILE IRON PIPE SPOOL (2), FLG X PE		
⑧	DISMANTLING JOINT, WITH RESTRAINING BOLTS	ROMAC	DJ400 OR APPV'D EQUAL
⑨	2" BRONZE UNION, F.I.P., THREADED, LEAD FREE		
⑩	2" COPPER PIPE, TYPE K, WITH COPPER 90^0 ELBOW, SOLDERED, OR BRASS NIPPLE BRONZE, F.I.P., WITH THREADED 90^0 ELBOW (NO GALVANIZED MATERIALS)		
⑪	PIPE SUPPORTS, 2 REQ'D ON MAIN SERVICE LINE AND 2 REQ'D ON BYPASS SERVICE		
⑫	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑬	1/2" EMT CONDUIT FOR MXU WIRING, AS REQUIRED		
⑭	SWING CHECK BACKFLOW ASSEMBLY	VAL-MATIC	W/ BACKFLOW ACTUATOR

PARK CITY 1884

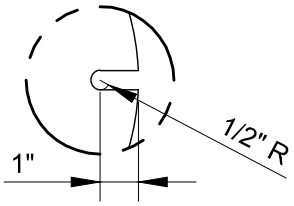
PARK CITY MUNICIPAL CORPORATION
WATER

DATE	3" AND LARGER METER INSIDE SETTING	STD. PLAN
5/2025		528 S.1
REV.		
2		

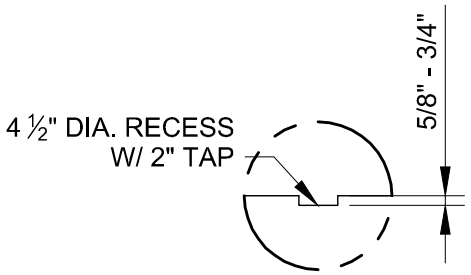
DETAIL NOTES

1. USE OF AN INSIDE WATER METER REQUIRES PUBLIC UTILITIES ENGINEER APPROVAL. REFERENCE WATER STANDARD PLAN 520 FOR APPLICABLE CONDITIONS.
2. FIRE SPRINKLER RISER WITH POTABLE WATER SERVICE: A SITE SPECIFIC DESIGN IS REQUIRED. THE FIRE PROTECTION SPRINKLER SYSTEM AND POTABLE WATER SYSTEM DESIGN SHALL BE APPROVED BY THE FIRE MARSHAL AND THE PARK CITY BUILDING DEPARTMENT. THE POTABLE WATER SERVICE CONNECTION AND METER ASSEMBLY DESIGN SHALL BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT AND THE PUBLIC UTILITIES ENGINEER. DESIGN AND CONSTRUCTION SHALL COMPLY WITH APPLICABLE BUILDING AND PLUMBING CODES.
3. BACKFLOW PREVENTION: PROVIDE A DOUBLE CHECK BACKFLOW ASSEMBLY (DC) ON THE FIRE SPRINKLER RISER ASSEMBLY. REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY (RP) ALLOWED WITH PUBLIC UTILITIES ENGINEER APPROVAL. STYLE TO BE DETERMINED BY THE BUILDING AND WATER DEPARTMENT BASED ON DEGREE OF HAZARD POSED BY FIRE SPRINKLER PROTECTION SYSTEM. BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED BY THE BUILDING DEPARTMENT, BACKFLOW ASSEMBLY TESTING FOR PROPER OPERATION (PER CITY REQUIREMENTS BY A CERTIFIED TESTER RECOGNIZED BY THE CITY) IS REQUIRED AND A REPORT SUBMITTED.
4. CONNECTIONS TO THE WATER SYSTEM ARE NOT PERMITTED PRIOR TO THE POTABLE WATER METER ASSEMBLY OR THE FIRE SPRINKLER RISER BACKFLOW ASSEMBLY. THIS INCLUDES OUTSIDE IRRIGATION SUPPLY.
5. CLEARANCES: PROVIDE ADEQUATE CLEARANCES FROM FIRE RISER AND AROUND WATER METER ASSEMBLY. MAINTAIN: 9” MINIMUM FROM WALL TO FACE OF POTABLE WATER PIPING
   18” CLEAR ON EACH SIDE OF METER ASSEBLY
   36” CLEAR IN FRONT OF METER ASSEMBLY
6. LOCATE METER ASSEMBLY TWO (2) TO FOUR (4) FEET ABOVE THE FLOOR. POSITION METER HORIZONTAL WITH DIAL POINTING UP.
7. VERIFY METER LAY LENGTH WITH WATER DEPARTMENT PRIOR TO INSTALLING PIPING
8. PROVIDE ISOLATION VALVES AT METER INLET AND OUTLET
9. FOR MULTIPLE METERS PROVIDE A MANIFOLD WITH A MAIN VALVE PRIOR TO THE MANIFOLD AND INDIVIDUAL VALVES LOCATED PRIOR TO AND AFTER METERS.
10. PROVIDE A FLOOR DRAIN IN THE FIRE RISER ROOM WITHIN 10 FEET OF THE WATER METER LOCATION.
11. PROVIDE PIPE LABELS ON THE POTABLE WATER LINE BETWEEN THE FIRE RISER AND THE WATER METER DESIGNATING PIPE AS “POTABLE WATER”.
12. PROVIDE PIPE ANCHORAGE TO SUPPORT METER ASSEMBLY INDEPENDENT OF THE POTABLE WATER SUPPLY PIPING AND BUILDING PLUMBING. PROVIDE PIPE STANDS OR UNISTRUT WALL STANDOFFS. DO NOT SUPPORT METER ASSEMBLY FROM OTHER PIPING.
13. PROVIDE A WALL PENETRATION AND CONDUIT FOR REMOTE RADIOREAD METER TRANSEIVER UNIT (MXU) DEVICE(S). COORDINATE ROUTING AND WALL PENETRATION LOCATION WITH THE WATER DEPARTMENT. REFERENCE WATER STANDARD PLANS 520 AND 530.
14. PROVIDE 1/2” EMT CONDUIT AND SUPPORTS FOR MXU SIGNAL WIRE IF DISTANCE TO WALL PENETRATION EXCEEDS 10 FEET.
15. INSPECTION: CONTACT THE CITY ENGINEER FOR INSPECTION OF THE POTABLE WATER SYSTEM METER ASSEMBLY INSTALLATION.
16. REFER TO STD. PLAN 500 AND THE SPECIFICATIONS FOR FLUSHING, HYDROSTATIC TESTING, AND DISINFECTING REQUIREMENTS
17. BUILDING OWNER IS RESPONSIBLE TO HAVE THE BACKFLOW PREVENTER FLOW TESTED AND INSPECTED INTERNALLY AT LEAST ONCE PER YEAR, OR MORE AS CONDITIONS WARRANT, IN ACCORDANCE WITH NFPA 13 AND NFPA 25 AND A REPORT SUBMITTED TO THE PARK CITY BUILDING DEPARTMENT

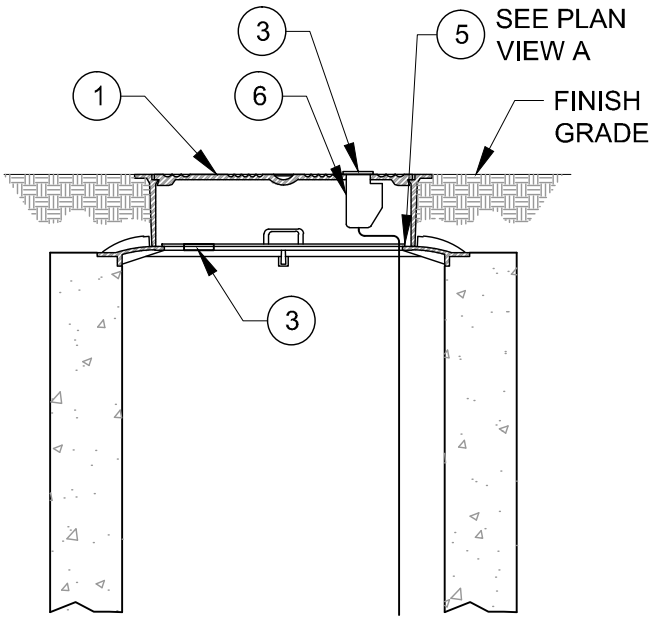
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 5/2025 **REV.** 2	**3” AND LARGER METER INSIDE SETTING**	**STD. PLAN** **528 S.2**



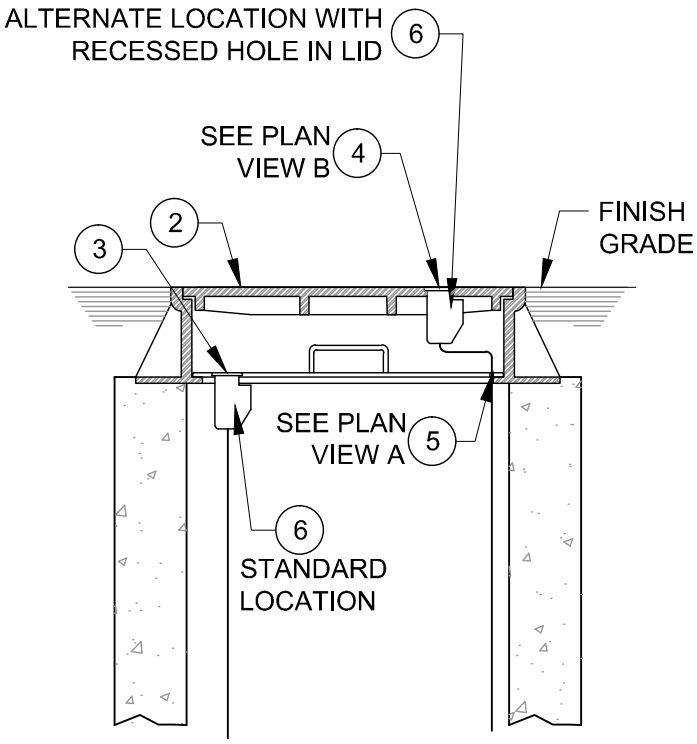
PLAN VIEW A



PLAN VIEW B



LANDSCAPE AREA



PAVEMENT AREA

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2014 REV. 0	**METER VAULT FRAME AND COVER / MXU DEVICE LOCATION**	STD. PLAN **529**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	METER VAULT FRAME AND COVER, MARKED “WATER”	D&L SUPPLY	L-2320, OR APPROVED EQUAL
②	METER VAULT FRAME AND COVER, TRAFFIC RATED, MARKED “WATER”	D&L SUPPLY	A-1019, OR APPROVED EQUAL
③	2” TAP AND PLUG, REQUIRED	FORD OR APPROVED EQUAL	PLUG: PTP-3-25
④	2” TAP WITH RECESSED PLUG, REQUIRED (PLAN VIEW ‘B’)		
⑤	NOTCH INNER FROST FREE LID FOR SIGNAL WIRE (PLAN VIEW ‘A’)		
⑥	MXU AND WIRING, SUPPLIED AND INSTALLED BY PCMC		
⑦	METER VAULT, MATERIALS VARY		

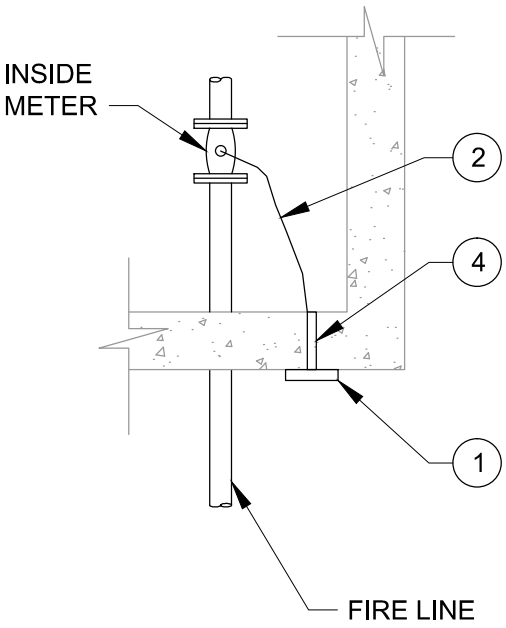
DETAIL NOTES

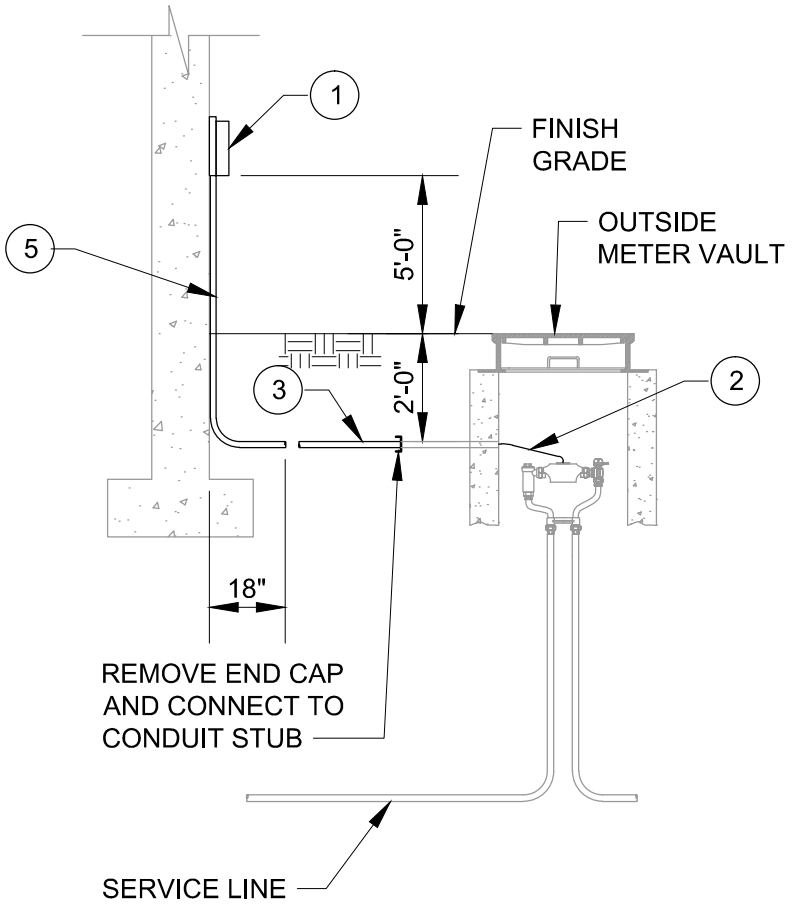
1. REFER TO STD. PLAN 592 AND 593 FOR METER VAULT ADJUSTMENT AND GRADING REQUIREMENTS
2. PROVIDE TAPS FOR STANDARD AND ALTERNATE MXU LOCATIONS
3. PROVIDE PLUGS FOR ALL OPENINGS
4. REMOVE ALL BURRS FROM TAPS AND NOTCHES
5. REFER TO STD PLAN 530 FOR REMOTE MXU REQUIREMENTS

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	METER VAULT FRAME AND COVER / MXU DEVICE LOCATION	STD. PLAN
10/2020		529 S
REV. 1		





INSIDE METER

OUTSIDE METER

LEGEND	
ITEM	DESCRIPTION
1	REMOTE RADIO READ MXU, 6"X6", DEVICE SURFACE MOUNT, BY PCMC
2	MXU SIGNAL WIRE, SUPPLIED AND INSTALLED BY PCMC
3	3/4" PVC NEMA TC-2 CONDUIT BY CUSTOMER
4	WALL PENETRATION, BY CUSTOMER
5	3/4" GALVANIZED RIGID STEEL CONDUIT, BY CUSTOMER

NOTES:

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	STD. PLAN
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0	

REMOTE MXU DEVICE

530

DETAIL NOTES:

1. USE OF A PCMC FIRE HYDRANT FOR OBTAINING CONSTRUCTION WATER REQUIRES A VALID CUSTOMER WATER SERVICE AGREEMENT. THE AGREEMENT CAN BE OBTAINED FROM THE PUBLIC WORKS DEPARTMENT. A DEPOSIT FEE IS REQUIRED.

2. CONTRACTOR (CUSTOMER) IS RESPONSIBLE TO PICK UP THE PCMC PROVIDED HYDRANT METER ASSEMBLY FROM THE PUBLIC WORKS DEPARTMENT. COORDINATE PICK UP 24 HOURS PRIOR TO ARRIVAL.

3. CONTRACTOR SHALL BE RESPONSIBLE TO INSTALL AND NOTIFY THE PARK CITY FIRE SERVICE DISTRICT OFFICE OF THE HYDRANT CONNECTION.

4. FULLY OPEN THE FIRE HYDRANT VALVE PRIOR TO OPERATION. DO NOT USE THE FIRE HYDRANT VALVE FOR THROTTLING, USE THE BACKFLOW ASSEMBLY VALVE. DO NOT CLOSE VALVES ON THE ASSEMBLY OR THE DISCHARGE LINE QUICKLY.

5. CONTRACTOR SHALL PROTECT THE HYDRANT METER ASSEMBLY FROM DAMAGE, THEFT, AND MISUSE.

6. CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL WATER CONSUMPTION.

7. CONTRACTOR SHALL NOTIFY PCMC WATER DEPARTMENT AND REMOVE AND RETURN THE HYDRANT METER ASSEMBLY WHEN HYDRANT USE IS COMPLETE. RELOCATION OF THE HYDRANT METER ASSEMBLY REQUIRES PRIOR NOTIFICATION TO THE WATER DEPARTMENT AND A MODIFICATION TO THE CUSTOMER SERVICE AGREEMENT.

8. CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL DAMAGE TO METER AND HYDRANT WHILE IN USE.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2023 REV. 2	**TEMPORARY HYDRANT METER ASSEMBLY**	STD. PLAN **531**

PCMC WATER SYSTEM – CORROSION PROTECTION REQUIREMENTS:

PCMC HAS EXPERIENCED EXTERNAL CORROSION OF WATER DISTRIBUTION MATERIALS IN VARYING DEGREES THROUGHOUT THE CITY. TO MAXIMIZE THE LIFE CYCLE OF WATER SYSTEM IMPROVEMENTS, AS IMPACTED BY THE IMMEDIATE SITE CONDITIONS AND THE SELECTION OF MATERIALS, THE CITY HAS IDENTIFIED KEY DESIGN AND CONSTRUCTION REQUIREMENTS.

1. **FOR PROJECTS WITH LESS THAN 300 FEET OF NEW WATER PIPE** AND APPURTENANCES, CORROSION PROTECTION SHALL BE ADDRESSED IN THE FOLLOWING MANNER:
   a. IN ADDITION TO THE REQUIRED POLYETHYLENE WRAP, APPLY A WAX TAPE COATING SYSTEM TO VALVE BONNET BOLTS,SADDLES, CORP STOPS, STAINLESS REPAIR CLAMPS AND ALL OTHER BURIED BOLTS, NUTS, CONNECTORS, RESTAINER GLAND BOLTS, AND COUPLING HARDWARE, AWWA C217. COATING SYSTEM TO INCLUDE A 4-MIL MINIMUM WAX TAPE PRIMER, FILLER MATERIAL, 45-MIL MINIMUM WAX TAPE AND PROTECTIVE OUTER WRAP. WHEN WAX TAPING A STAINLESS CLAMP THE ENTIRE CLAM SHOULD BE WRAPPED NOT JUST BOLTS.
   b. WAX TAPE COATING MATERIALS:
      i. DENSO NORTH AMERICA DENSO PRIMER, DENSYL TAPE AND/OR MASTIC, DENSO FIBER-WRAP
      ii. TRENTON PRIMER, #1 WAX-TAPE, AND GUARD-WRAP
      iii. OR APPROVED EQUAL (SUBMITTAL TO CITY AND WRITTEN APPROVAL REQUIRED PRIOR TO INSTALLATION)

2. **FOR PROJECTS EXCEEDING 300 FEET OF NEW WATER PIPE** AND APPURTENANCES, CORROSION PROTECTION SHALL BE ADDRESSED IN THE FOLLOWING MANNER:

   a. THE DEVELOPER AND ITS' DESIGN ENGINEER, GEOTECHNICAL ENGINEER, AND CORROSION CONSULTANT SHALL PROVIDE A SITE SPECIFIC "CORROSION STUDY REPORT". THE REPORT SHALL INCORPORATE PROJECT SPECIFIC FINDINGS INTO CORROSION PROTECTION RECOMMENDATIONS FOR THE PROPOSED WATER SYSTEM IMPROVEMENTS. THE REPORT SHALL INCLUDE AT A MINIMUM THE FOLLOWING ITEMS:

      i. DETAILED INFORMATION ON EXISTING CONDITIONS, SOIL TYPES, CLASSIFICATION, ETC.
      ii. IDENTIFICATION OF STRAY CURRENT SOURCES AND ANY EXISTING CORROSION PROTECTION SYSTEMS IN THE IMMEDIATE AREA
      iii. IDENTIFICATION OF ANY POTENTIAL FOR HOT SPOTS OR VARYING SOIL CONDITIONS THAT MAY WARRANT CHANGES TO THE CORROSION PROTECTION PLAN DURING CONSTRUCTION.
      iv. FIELD SAMPLING AND TESTING RESULTS WITHIN THE PROPOSED PIPE ZONE BASED ON REPRESENTATIVE SAMPLING OF THE DEVELOPMENT AREA CONDITIONS
      v. SOIL RESISTIVITY TESTING RESULTS IDENTIFYING CORROSIVE SOIL CONDITIONS AND LOCATIONS (WENNER 4-PIN SOIL RESISTIVITY TESTS AND SOIL BOX RESISTIVITY TESTS) AT REPRESENTATIVE PIPE INSTALL DEPTHS
      vi. LABORATORY ANALYSIS OF SOIL SAMPLES FOR PH, CHLORIDES, SULFATES, TOTAL SALTS, AND CONDUCTIVITY
      vii. DETERMINATION OF THE NEED FOR CORROSION PROTECTION BASED ON SOIL CORROSIVITY CLASSIFICATION/SOIL RESISTIVITY AND RECOMMENDATION OF SUITABLE PIPE, CONSTRUCTION MATERIALS, PIPE PROTECTION METHOD, PIPE EXTERIOR COATINGS, ETC., BASED ON SITE CORROSIVITY. SEE TABLE BELOW.
      viii. SPECIFY IF THE INVESTIGATION INCLUDES ONLY THE INITIAL PHASE OR ALL FUTURE PHASES

b. FOLLOWING PCMC'S RECEIPT AND REVIEW OF THE CORROSION STUDY REPORT, THE DEVELOPER WILL BE NOTIFIED OF THE CITY'S DETERMINATION AS TO REQUIRED PROTECTION OR THE DESIGN TEAM WILL BE REQUESTED TO MEET AND REVIEW THE FINDINGS AND ESTABLISH THE FINAL WATER SYSTEM DESIGN CRITERIA. THE CITY'S REVIEW WILL BE BASED ON THE FOLLOWING TABLE 1:

TABLE 1 - SOIL CORROSIVITY CLASSIFICATION VERSUS SOIL RESISTIVITY

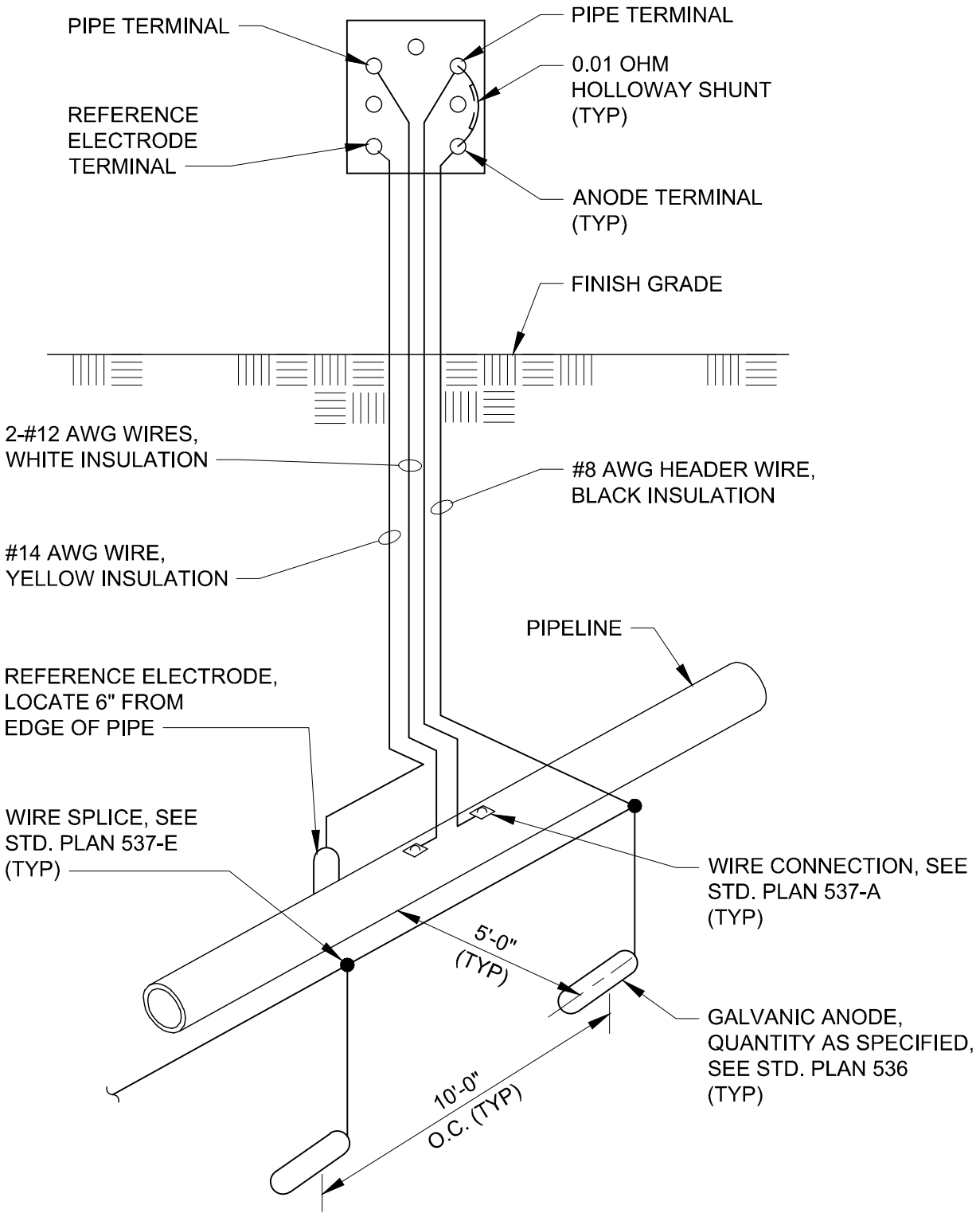
CORROSIVITY	RESISTIVITY, OHM-CM	TREATMENT
EXTREMELY CORROSIVE	LESS THAN 1,000	SITE SPECIFIC DESIGN REQUIRED
VERY CORROSIVE	1,000 TO 3,000	SITE SPECIFIC DESIGN REQUIRED
CORROSIVE	3,000 TO 6,000	NON-METALLIC PIPE – WAX TAPE COATING SYSTEM ON BOLTS & NUTS, ANODE PROTECTED FITTINGS AND VALVES
MODERATELY CORROSIVE	6,000 TO 10,000	NON-METALLIC PIPE - WAX TAPE COATING SYSTEM ON BOLTS AND NUTS ON PIPE, FITTINGS, AND VALVES
MILDLY CORROSIVE	MORE THAN 10,000	WAX TAPE COATING SYSTEM ON BOLTS AND NUTS ON PIPE, FITTINGS, AND VALVES *ALWAYS REQUIRED UNLESS SOILS TESTING IS PROVIDED

c. REFER TO PERTINENT PCMC WATER STANDARD PLANS OR PROVIDE CONSTRUCTION DRAWING DETAILS ASSOCIATED WITH CORROSION STUDY RECOMMENDATIONS AND THE PCMC FINAL APPROVED WATER SYSTEM

WAX TAPE INSTALLATION PROCEDURES

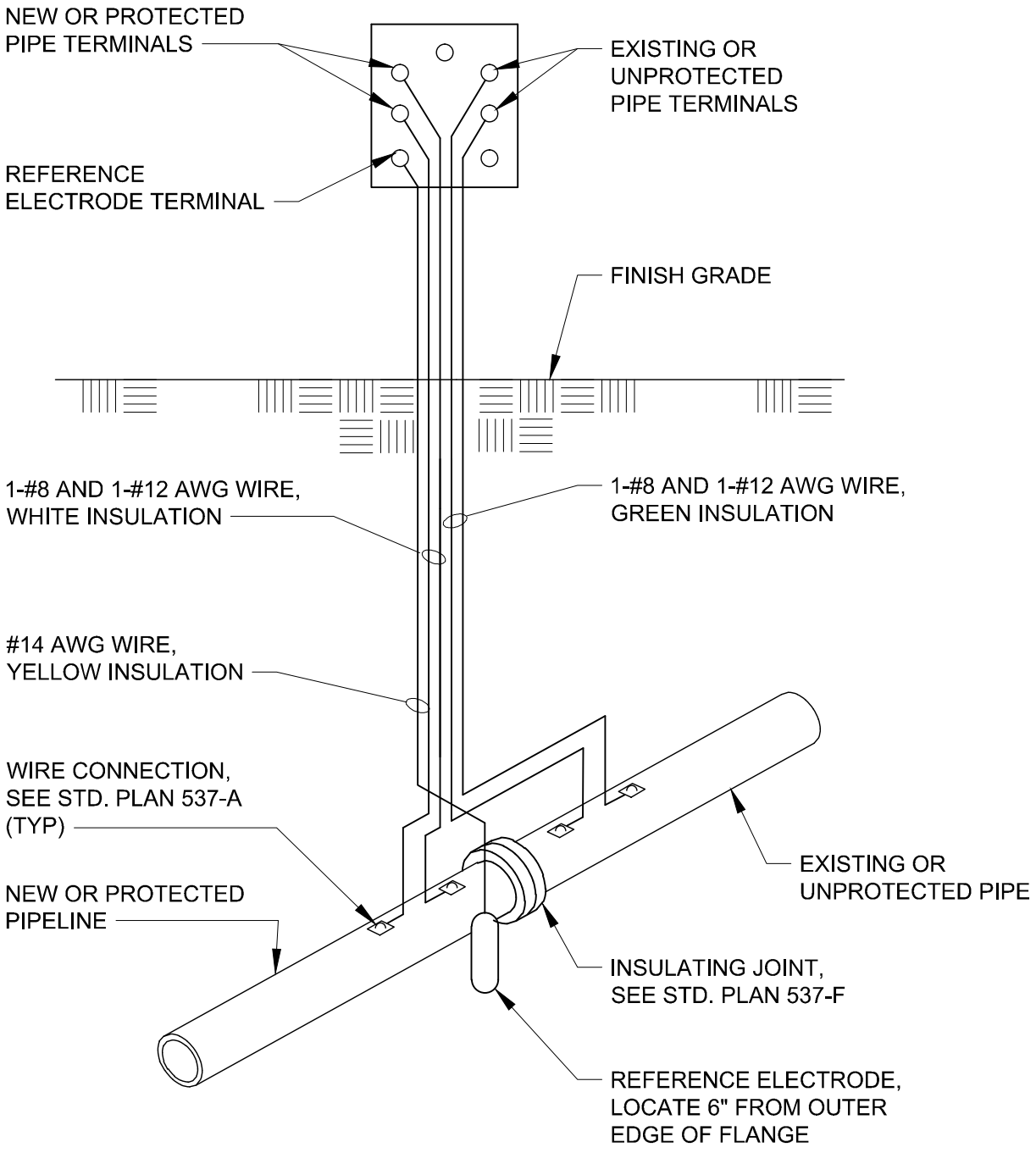
WIRE BRUSH AND SCRAPE THE SURFACE CLEAN OF DIRT, LOOSE COATING AND LOOSE RUST. APPLY A THIN FILM OF WAX-TAPE® PRIMER. IF THE SURFACE IS WET, COLD OR RUSTY, RUB AND PRESS ON PRIMER TO DISPLACE MOISTURE AND ENSURE ADHESION. THEN WRAP WAX-TAPE WRAP USING A 1″ OVERLAP. ON STRAIGHT PIPE APPLY SLIGHT TENSION TO ENSURE CONTACT WITH SURFACE. ON IRREGULAR SURFACES ALLOW SLACK SO THE WRAP CAN BE MOLDED INTO CONFORMITY. IN EITHER CASE, PRESS AND FORM THE WRAP SO THERE ARE NO AIR POCKETS OR VOIDS UNDER THE WRAP. ALSO, PRESS AND SMOOTH OUT THE LAP SEAMS TO ENSURE THEY ARE SEALED AND APPLY OUTERWRAP. THE WRAP DOES NOT REQUIRE CURING OR DRYING TIME SO IT CAN BE BACKFILLED IMMEDIATELY.

TERMINAL BOARD WIRING DIAGRAM



PARK CITY MUNICIPAL CORPORATION WATER	DATE	TYPE A TEST STATION	STD. PLAN
	12/2013		535-A
	REV.		
	0		

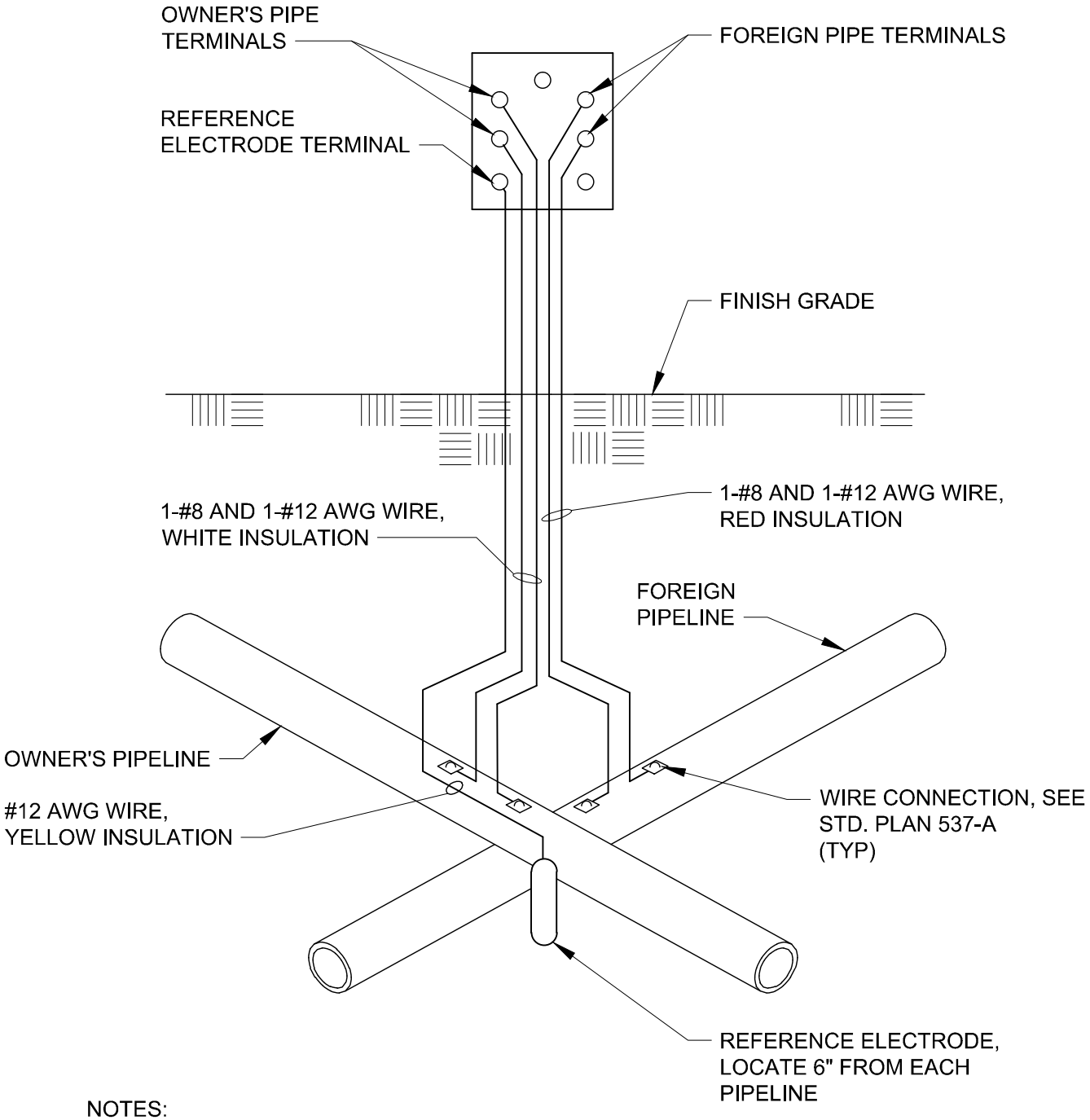
TERMINAL BOARD WIRING DIAGRAM



NOTE:
SEE POST OR FLUSH MOUNTED TEST STATION DETAILS AS APPLICABLE FOR TEST STATION STYLE REQUIRED.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**TYPE I TEST STATION**	STD. PLAN **535-B**

TERMINAL BOARD WIRING DIAGRAM

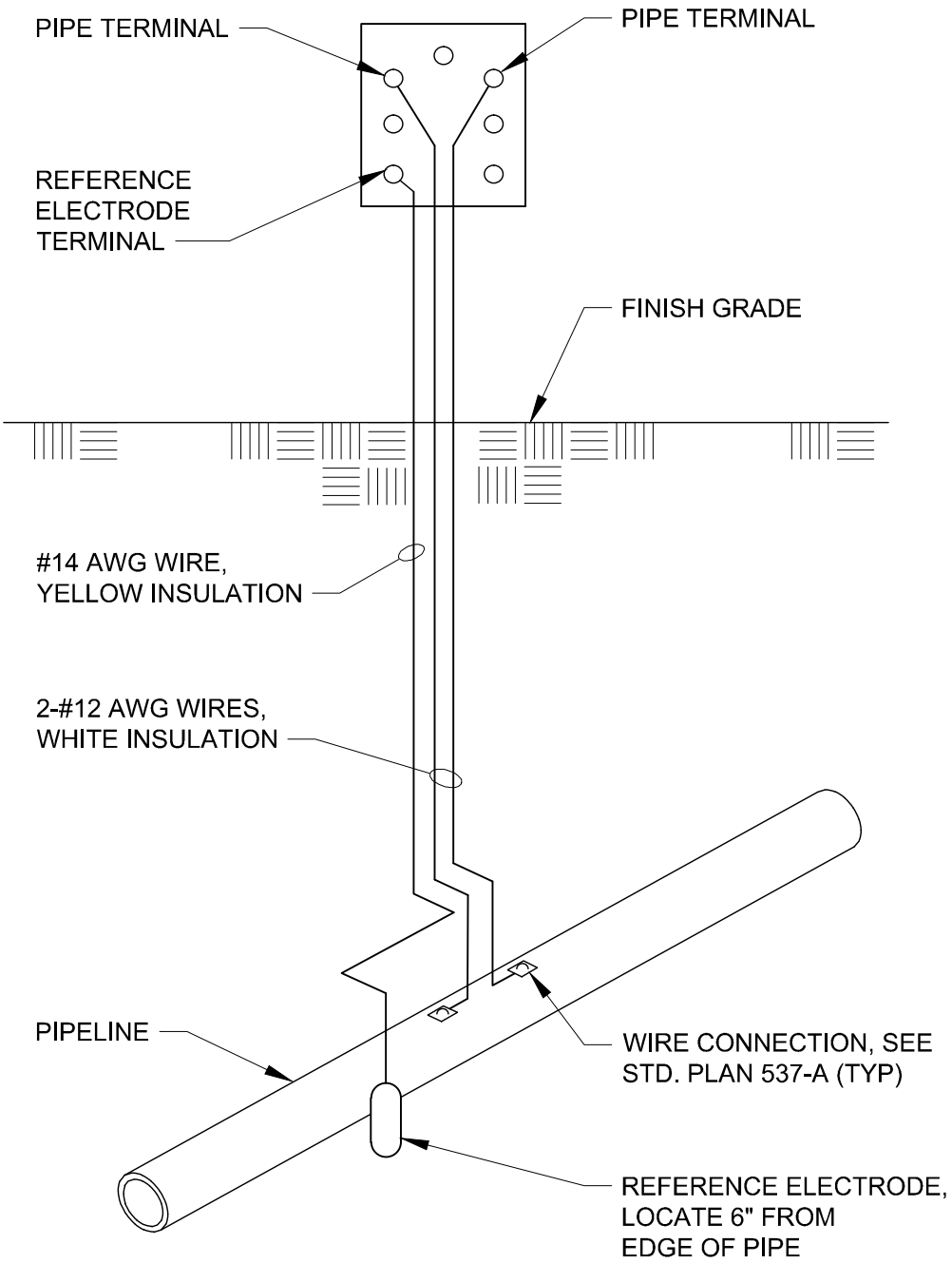


NOTES:

1. PRIOR TO MAKING WIRE CONNECTIONS CONTACT FOREIGN PIPELINE OWNER FOR APPROVAL.
2. SEE POST OR FLUSH MOUNTED TEST STATION DETAILS AS APPLICABLE FOR TEST STATION STYLE REQUIRED.

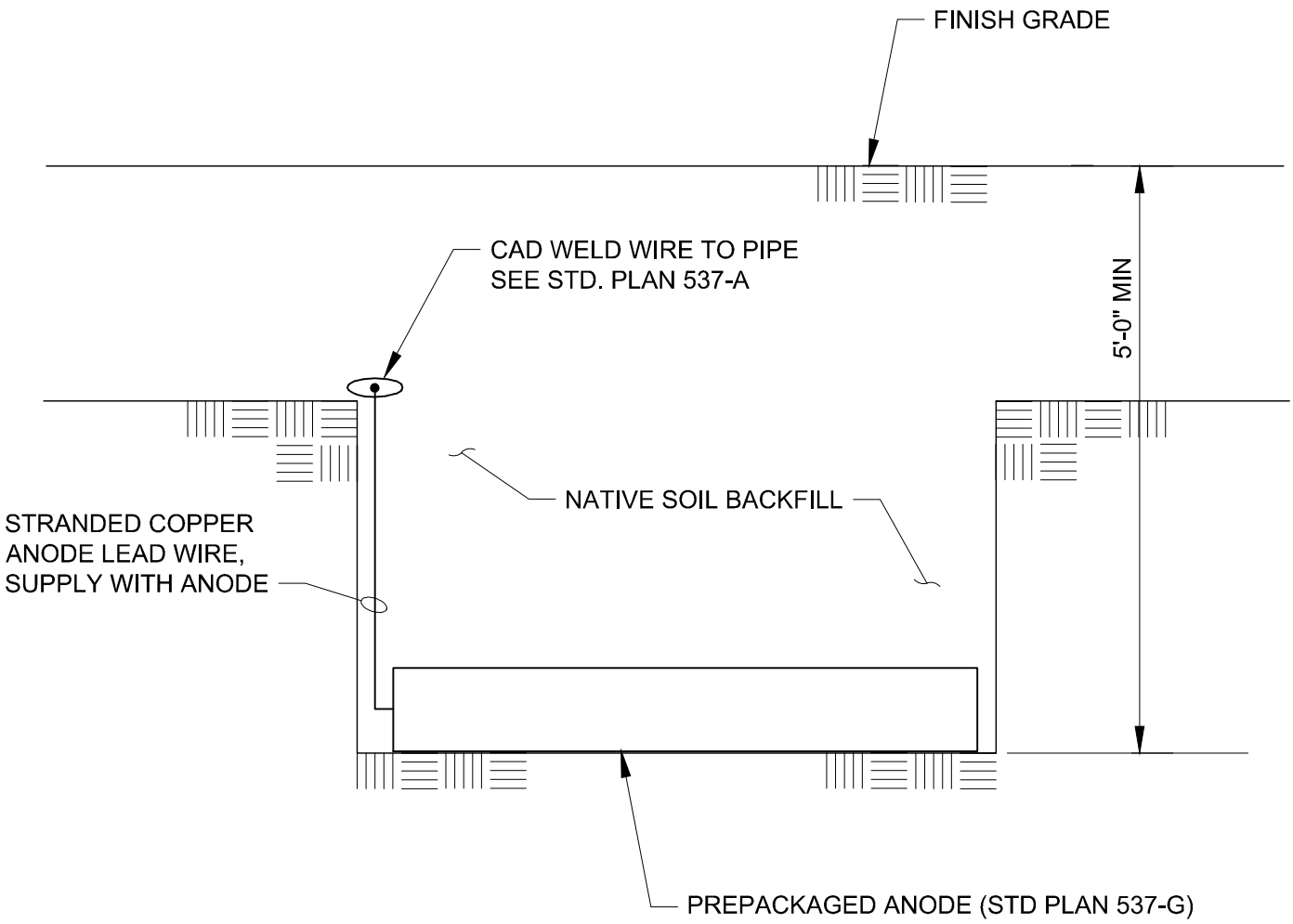
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**TYPE F TEST STATION**	STD. PLAN **535-C**

TERMINAL BOARD WIRING DIAGRAM

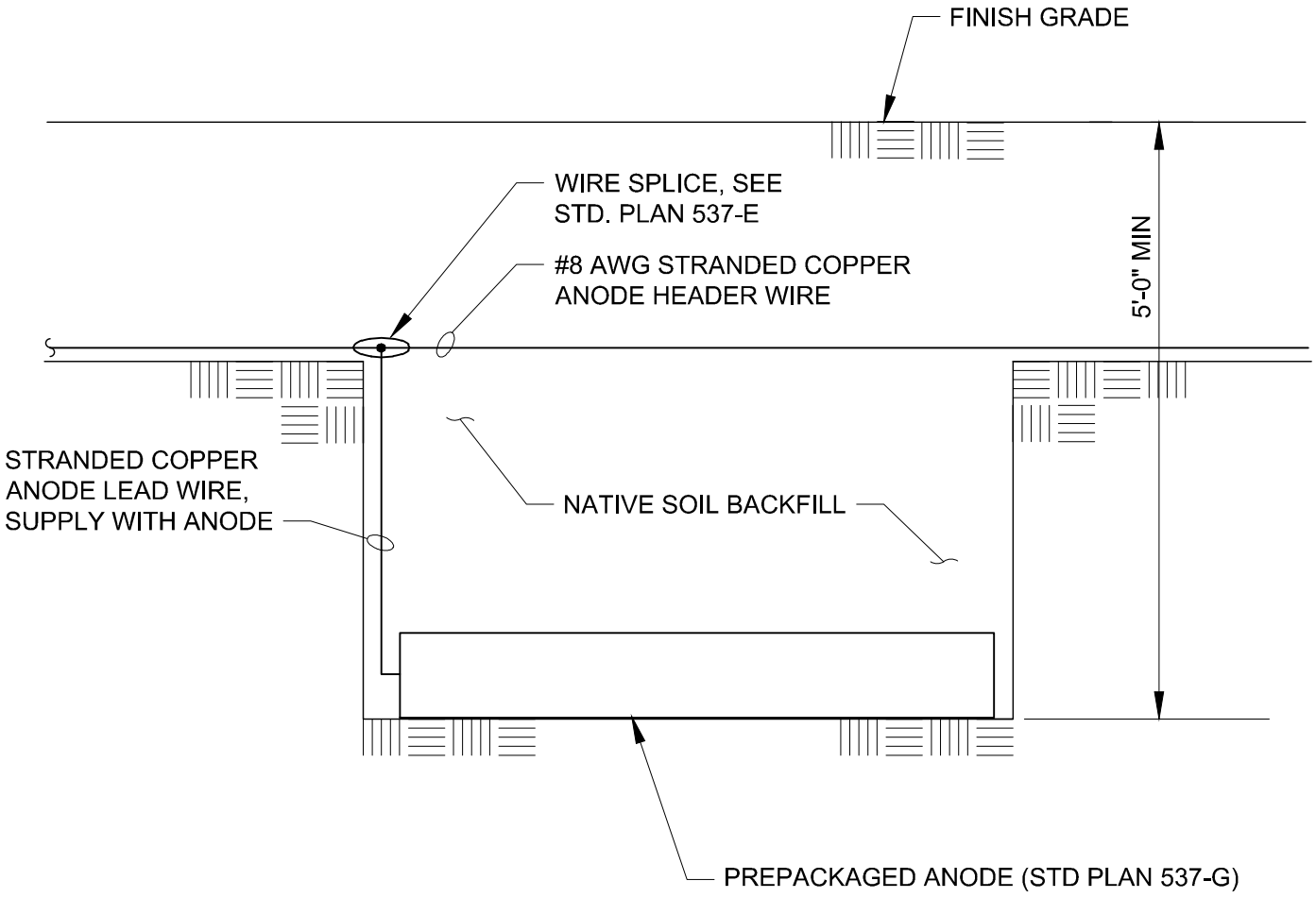


NOTE:
SEE POST OR FLUSH MOUNTED TEST STATION DETAILS AS APPLICABLE FOR TEST STATION STYLE REQUIRED.

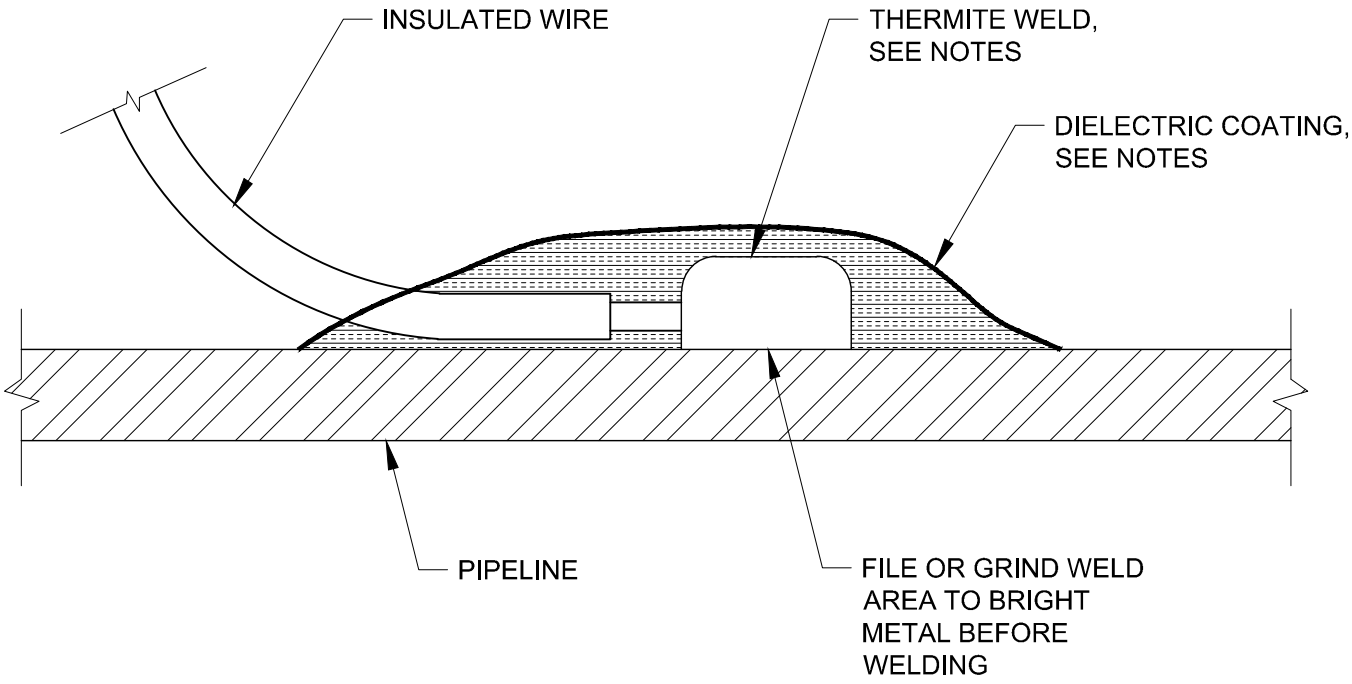
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**TYPE T TEST STATION**	STD. PLAN **535-D**



PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 04/2014 REV. 0	**HORIZONTAL GALVANIC ANODE INSTALLATION WITHOUT TEST STATION**	STD. PLAN **536-A**



PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2014 REV. 0	**HORIZONTAL GALVANIC ANODE INSTALLATION**	STD. PLAN **536-B**



NOTES:

1. MAKE WIRE CONNECTION TO PIPE AT FIELD JOINT WHERE HOLDBACK OCCURS ON PIPELINE COATING.

2. MAINTAIN SEPARATION BETWEEN MULTIPLE TEST WIRE CONNECTIONS OF ONE PIPE DIA OR 24", WHICHEVER IS LESS.

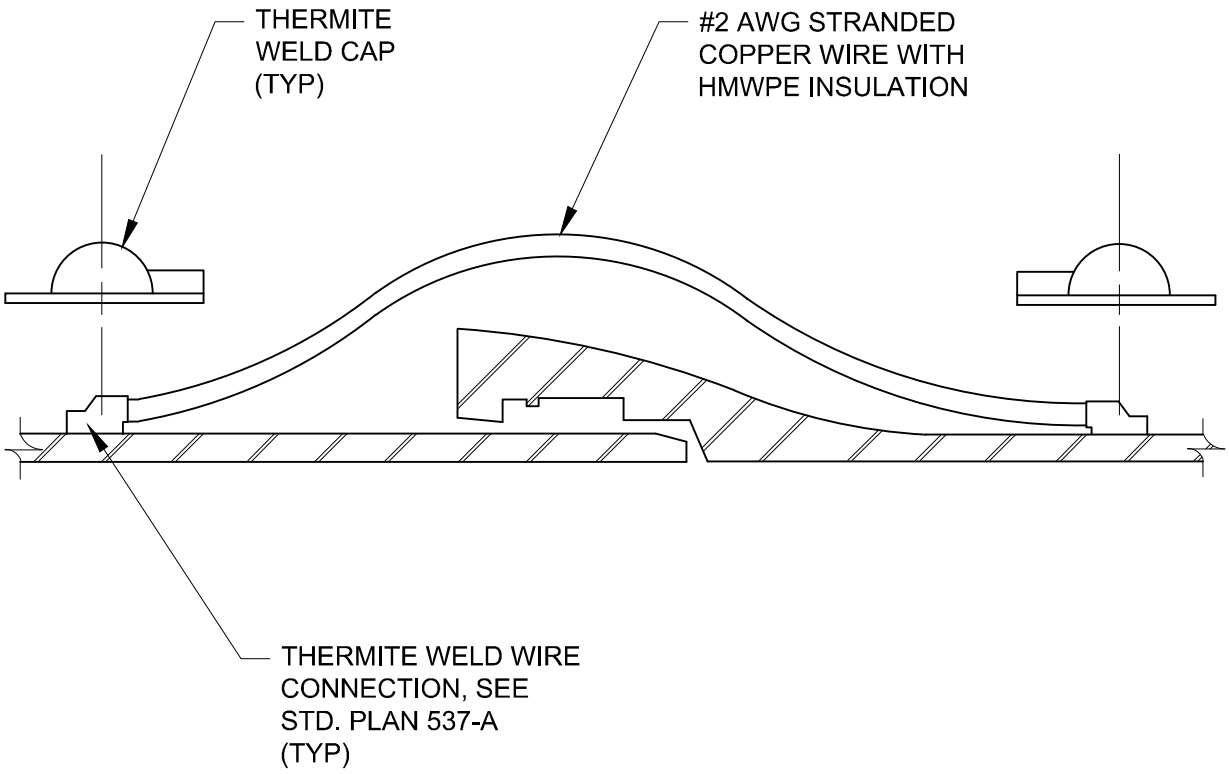
3. COPPER SLEEVE REQUIRED FOR #2 AWG JOINT BONDS OR FOR #12 AWG OR SMALLER TEST WIRES.

4. WELDER AND CARTRIDGE SIZE VARIES ACCORDING TO PIPE SIZE AND PIPE MATERIAL, CONSULT WELDER MANUFACTURER FOR RECOMMENDED WELDER AND CARTRIDGE.

5. COAT COMPLETED CONNECTIONS, SEE STD PLAN 537-G.

6. PIPELINE JOINT COATING NOT SHOWN FOR CLARITY.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 04/2014 REV. 0	**STEEL AND DUCTILE IRON PIPE WIRE CONNECTION**	STD. PLAN **537-A**



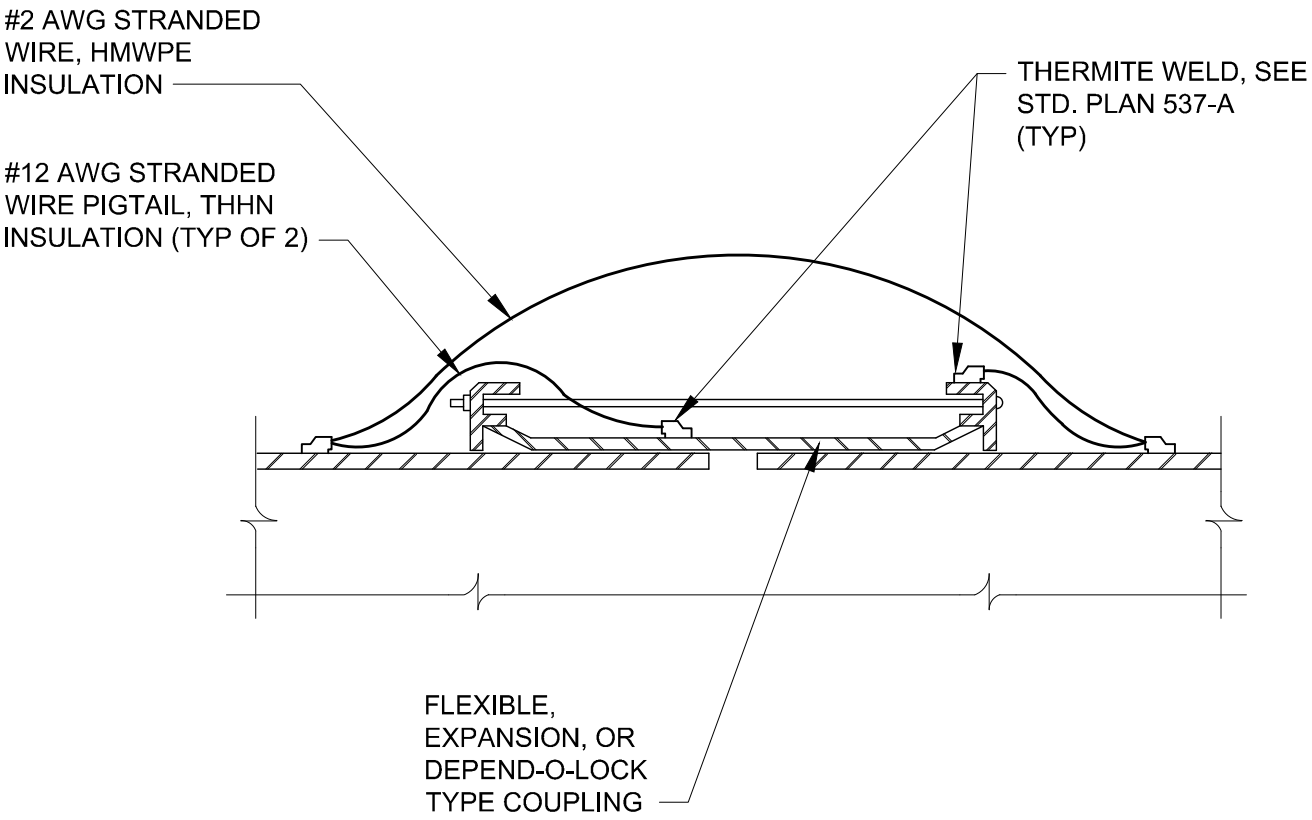
NOTES:

1. PUSH ON DUCTILE IRON BOND SHOWN, SIMILAR FOR DUCTILE MECHANICAL AND RESTRAINED JOINTS, AND STEEL CARNEGIE JOINTS.

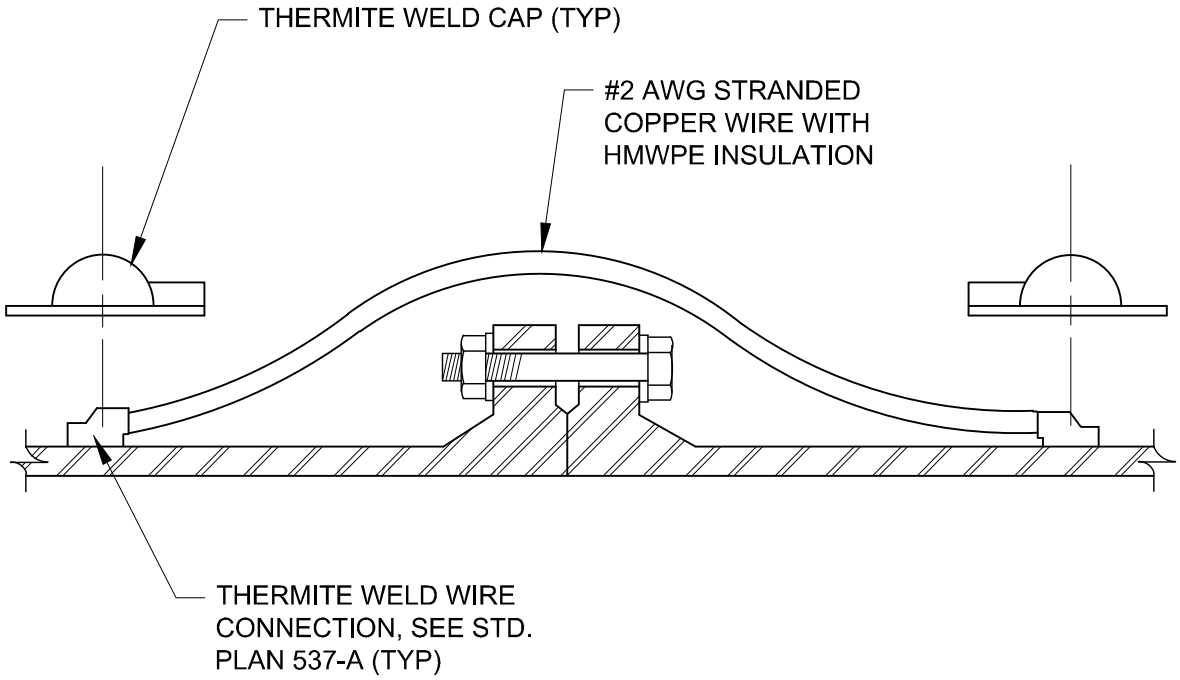
2. INSTALL 2 BOND WIRES AT EACH PIPE JOINT, UNLESS SPECIFIED OTHERWISE.

3. COAT THERMITE WELDS WITH THERMITE WELD CAP OR FAST CURE EPOXY AT CONTRACTOR'S OPTION.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**DUCTILE IRON PIPE JOINT BOND**	STD. PLAN **537-B**

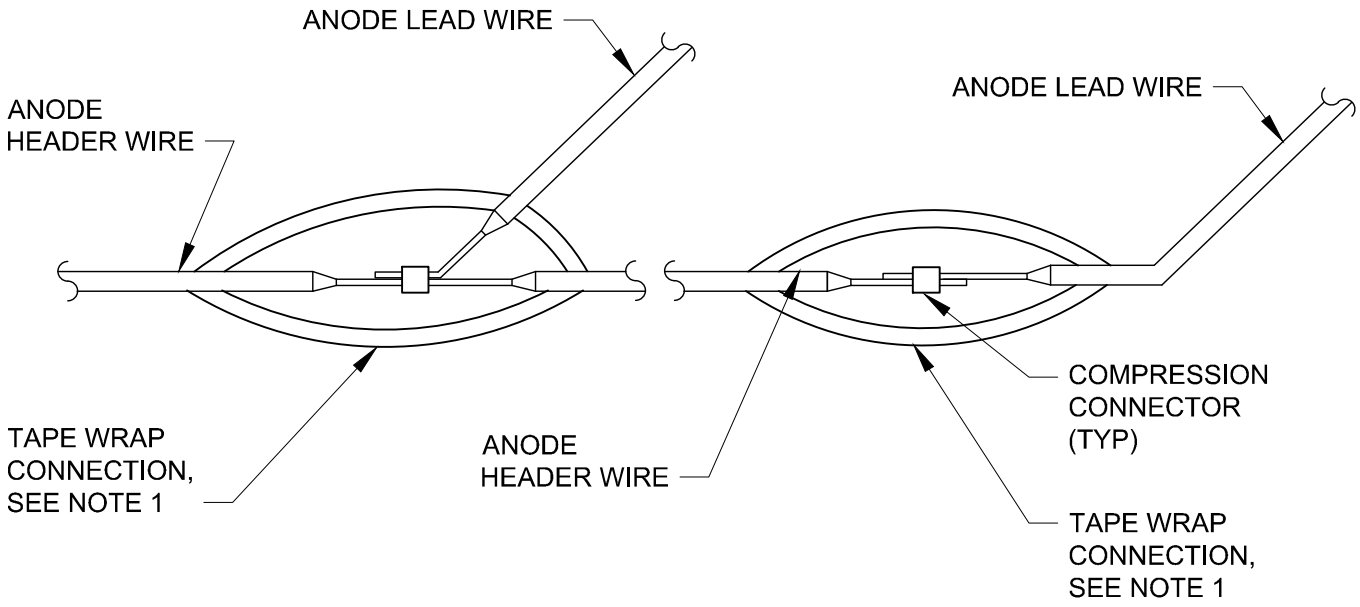


PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**FLEXIBLE JOINT BOND**	STD. PLAN **537-C**



NOTE:
INSTALL TWO BOND WIRES AT EACH PIPE JOINT.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**FLANGED AND MECHANICAL JOINT BOND**	STD. PLAN **537-D**

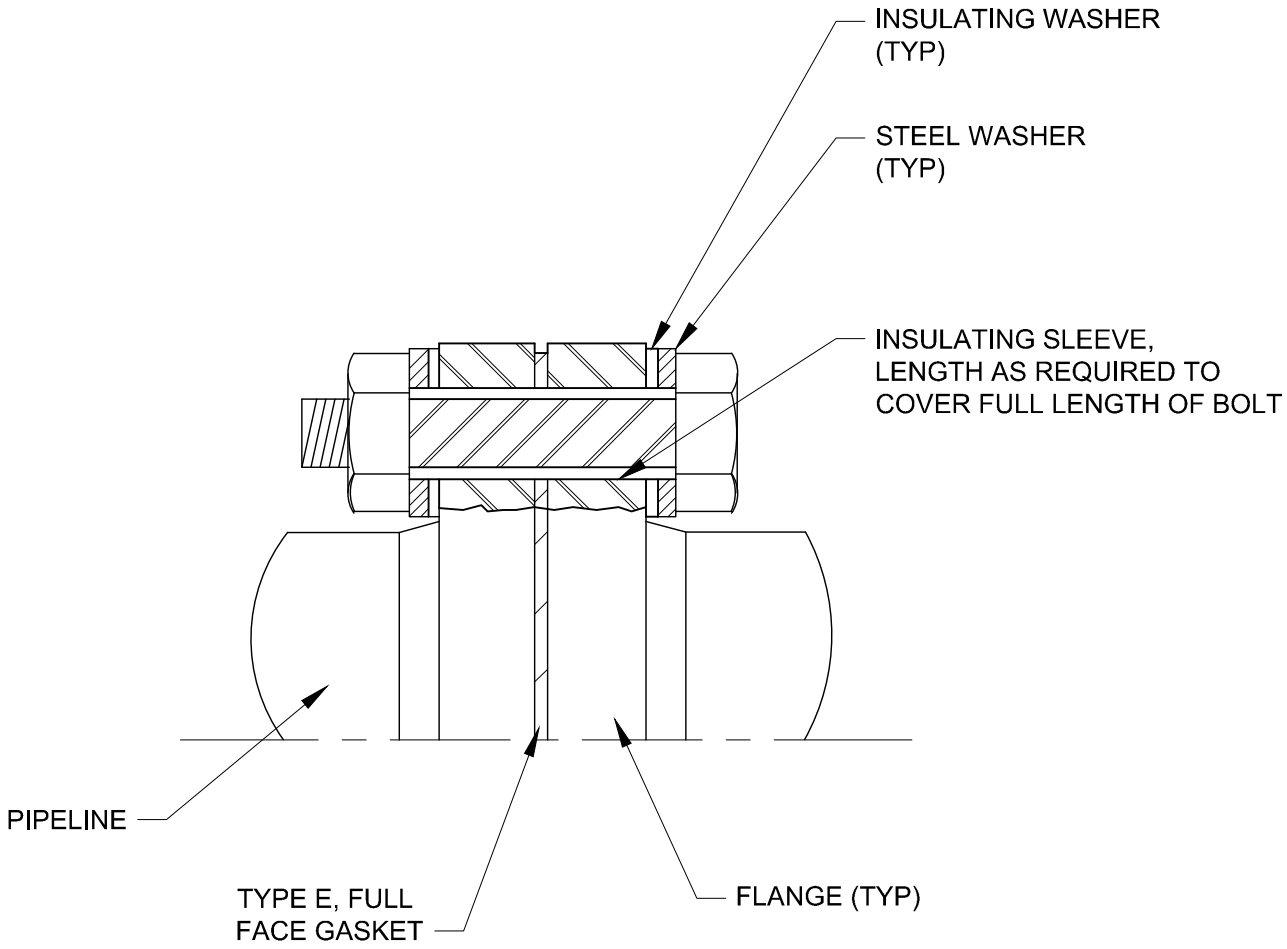


NOTES:

1. FILL VOIDS AND IRREGULARITIES WITH INSULATING PUTTY, WRAP CONNECTION WITH TWO LAYERS OF SCOTCH 130C SELF VULCANIZING RUBBER TAPE AND TWO LAYERS OF SCOTCH 88 VINYL ELECTRICAL TAPE.

2. DETAIL SIMILAR FOR ANODE HEADER WIRE SPLICES, SIZE COMPRESSION CONNECTORS AS REQUIRED.

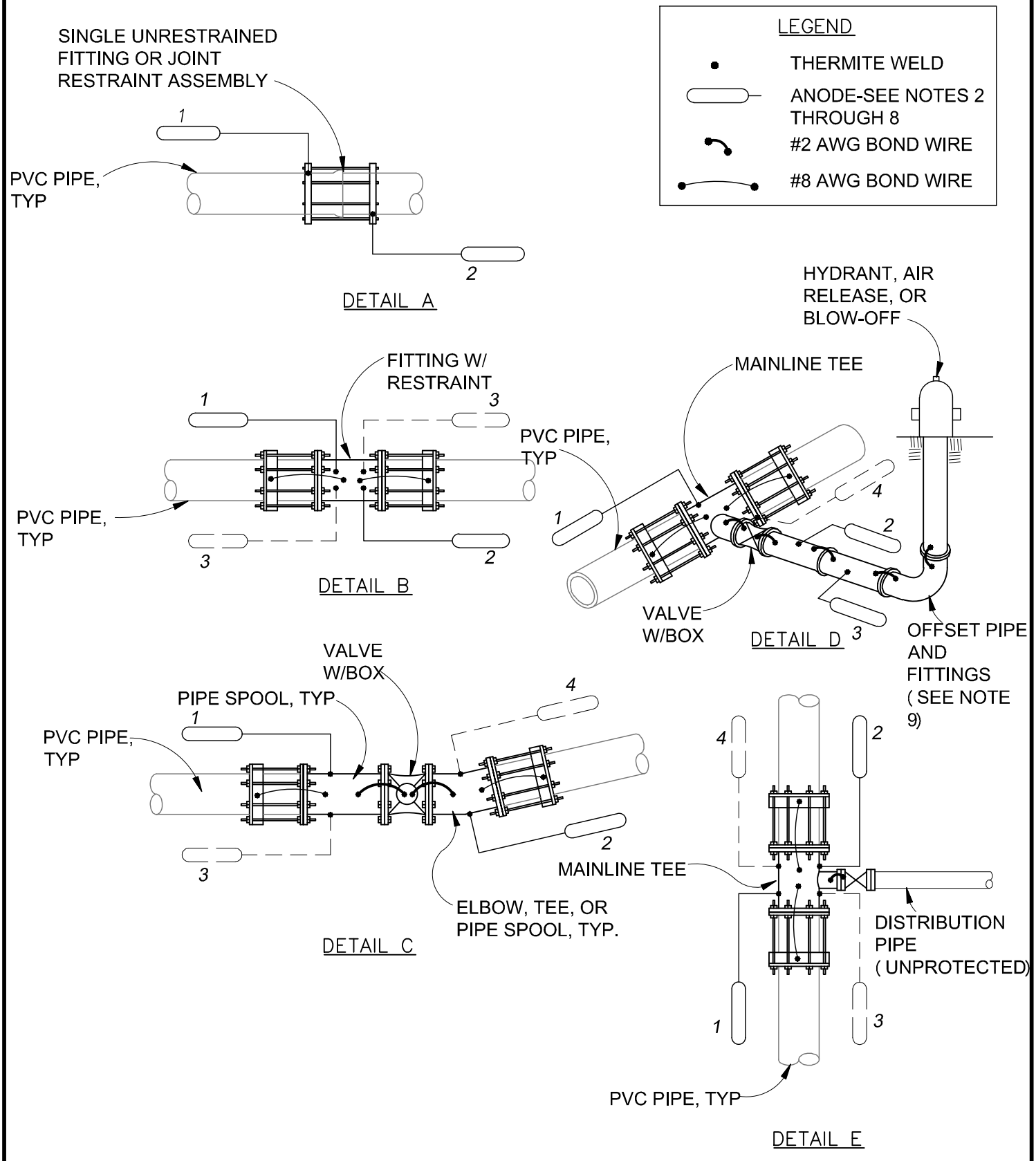
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**GALVANIC ANODE WIRE SPLICE**	STD. PLAN **537-E**



NOTES:

1. DOUBLE INSULATING WASHERS SHOWN FOR NON-BURIED INSULATING FLANGE INSTALLATIONS.
2. FOR BURIED OR SUBMERGED INSULATING FLANGE INSTALLATION USE SINGLE INSULATING WASHER ON UNPROTECTED SIDE OF INSULATING FLANGE.
3. COAT INTERIOR OF MORTAR LINED PIPE FOR TWO PIPE DIAMETERS WITH NSF APPROVED EPOXY AT 20 MILS DFT.
4. COAT BURIED OR IMMERSED INSULATING FLANGES WITH SPECIFIED PIPELINE DIELECTRIC JOINT COATING OR HEAT SHRINK SLEEVE WITH MORTAR OVERCOAT ON MLC STEEL PIPE.
5. TEST COMPLETED JOINT FOR ELECTRICAL ISOLATION AND REPAIR AS REQUIRED.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 12/2013 REV. 0	**INSULATING FLANGE**	STD. PLAN **537-F**



PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**METALLIC PIPE APPURTENANCE AND FITTING CATHODIC PROTECTION**	STD. PLAN **537-G.1**

NOTES:

1. APPLY DIELECTRIC COATING TO ALL METALLIC FITTINGS, VALVES, PIPE, AND VALVE BOXES UNLESS SPECIFIED OTHERWISE.

2. GALVANIC ANODES SHALL BE H1 ALLOY MAGNESIUM ANODES AT THE BARE WEIGHT LISTED IN THE SCHEDULE, SUPPLY PREPACKAGED IN A CLOTH BAG AT 2.5 TIMES BARE WEIGHT IN 75% GYPSUM, 20% BENTONITE, AND 5% SODIUM SULFATE BACKFILL WITH MANUFACTURER'S STANDARD 10-FOOT LONG, NO. 12 AWG LEAD WIRE.

3. INSTALL ANODES IN PIPE TRENCH APPROXIMATELY 2 FEET FROM THE FITTING WHERE POSSIBLE, BUT NOT CLOSER THAN 12-INCHES FROM THE METALLIC FITTING.

4. ANODE PLACEMENT IS INDICATED BY NUMBER NEXT TO EACH ANODE SHOWN IN DETAILS, FIRST ANODE IS PLACED AT ONE, SECOND AT TWO, ETC.

5. LOCATE MULTIPLE ANODES AT EQUAL SPACING ALONG PIPE FITTING ASSEMBLY AND ON OPPOSITE SIDES OF PIPE WHEN MORE THAN FOUR ANODES ARE REQUIRED.

6. 32-LB GALVANIC ANODES MAY BE SUBSTITUTED FOR 17-LB ANODES AT THE CONTRACTOR'S OPTION, BUT THE TOTAL QUANTITY OF ANODES REQUIRED WILL NOT CHANGE.

7. ANODE QUANTITY AND BARE WEIGHT REQUIRED FOR SOME PIPE AND FITTING COMBINATIONS ARE LISTED IN THE SCHEDULE.

8. ADDITIONAL ANODES ARE REQUIRED ON METALLIC PIPE ASSEMBLIES THAT EXCEED THE MAXIMUM COMBINED LENGTH LISTED IN THE SCHEDULE FOR ALL FITTINGS, VALVES, PIPE SPOOLS, AND OTHER METALLIC APPURTENANCES IN THE ASSEMBLY, EXCLUDING THRUST RESTRAINT, ADD ONE ANODE FOR EACH EXTRA PIPE LENGTH AND ONE ANODE FOR FRACTIONAL EXTRA PIPE LENGTH TO THE LISTED QUANTITY OF ANODES.

9. PIPE ASSEMBLIES FOR BLOW-OFFS, AIR RELEASE, AND FIRE HYDRANTS ARE BASED ON STANDARD CONSTRUCTION DETAILS AND INCLUDES ONE RESTRAINED MAINLINE TEE FITTING AND ALL OFFSET PIPE, FITTINGS, AND RISERS AS SHOWN ON THE APPLICABLE CONSTRUCTION DETAILS, ADDITIONAL ANODES ARE REQUIRED FOR - 1) OFFSET PIPE LENGTH IN EXCESS OF THE MAXIMUM COMBINED LENGTH FOR THE OFFSET PIPE DIAMETER, AND 2) ADDITIONAL ANODES REQUIRED FOR EXTRA MAINLINE PIPE FITTINGS.

10. BOND ALL ADJACENT FITTING JOINTS WHERE MULTIPLE METALLIC FITTINGS ARE INSTALLED TOGETHER WITH JOINT BONDS AS SHOWN IN DETAIL 711-L,M,N.

11. BOND WIRES SHALL BE STRANDED COPPER WIRE WITH THHN INSULATION, USE NO. 2 AWG WIRE FOR BONDING OF PIPE OR FITTING JOINTS, USE NO. 8 AWG WIRE FOR BONDING FOLLOWER RINGS AND RESTRAINED JOINT RINGS TO FITTING AS SHOWN.

12. COAT ALL THERMITE WELDS, PIPE, AND EXPOSED COPPER WIRE WITH SCOTCHKOTE 206P THERMOPLASTIC PATCH MELT STICK COATING, THERMITE WELD CAP, OR COATING SYSTEM AS SPECIFIED.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**METALLIC PIPE APPURTENANCE AND FITTING CATHODIC PROTECTION**	STD. PLAN **537-G.2**

13. COATING MATERIAL FOR METALLIC PIPE AND FITTINGS

A. GENERAL:

1. ALL METALLIC FITTINGS AND METALLIC HARDWARE ASSOCIATED WITH NON-METALLIC PIPE CONSTRUCTION SHALL BE DIELECTRICALLY COATED WITH A BONDED COATING.

2. PREPARE SURFACE OF ITEMS TO BE COATED IN ACCORDANCE WITH COATING MANUFACTURER'S REQUIREMENTS.

B. DIELECTRIC COATING SYSTEMS FOR METALLIC PIPE, FITTINGS, AND APPURTENANCES

1. WAX TAPE COATING SYSTEM

a. METALLIC PIPING, FITTINGS, AND APPURTENANCES SHALL BE COATED IN ACCORDANCE WITH AWWA C217.

b. APPLY COATING SYSTEM TO ALL BURIED METALLIC PIPE APPURTENANCES, INCLUDING JOINTS, FITTINGS, BOLTS, AND IRREGULARLY SHAPED SURFACES.

c. FILLER MATERIAL:

(1) SHALL BE COMPRISED OF SATURATED PETROLEUM HYDROCARBONS (PETROLATUM) INERT FILLERS, REINFORCING FIBERS AND THERMAL EXTENDERS. VARIATIONS MAY CONTAIN BEADS OF CELLULAR POLYMER AND FLOW CONTROL ADDITIVES.

(2) WAX SHALL BE COLD APPLIED SELF SUPPORTING MASTICS FOR MOLDING AROUND IRREGULAR SHAPED FITTINGS TO PROVIDE A SUITABLE PROFILE FOR APPLYING ANTI-CORROSION TAPES.

d. TAPE COATING

(1) COMPOSED OF A NON-WOVEN SYNTHETIC FABRIC CARRIER, FULLY IMPREGNATED WITH A NEUTRAL COMPOUND BASED ON SATURATED PETROLEUM COMPOSED OF INERT SILICEOUS FILLERS. APPLY COATING IN ACCORDANCE WITH AWWA C217, EXCEPT AS MODIFIED HEREIN.

e. PROTECTIVE OUTER WRAP

(1) PROVIDE FIBER MESH FABRIC OUTER WRAP OVER WAX TAPE RESIN COATED, WOVEN FIBER-MESH FABRIC THAT IS .005 INCHES.

f. ALL COMPONENTS OF THE WAX TAPE COATING SYSTEM SHALL BE FROM A SINGLE MANUFACTURER AS MANUFACTURED BY DENSO NORTH AMERICAN, TRENTON, OR EQUAL.

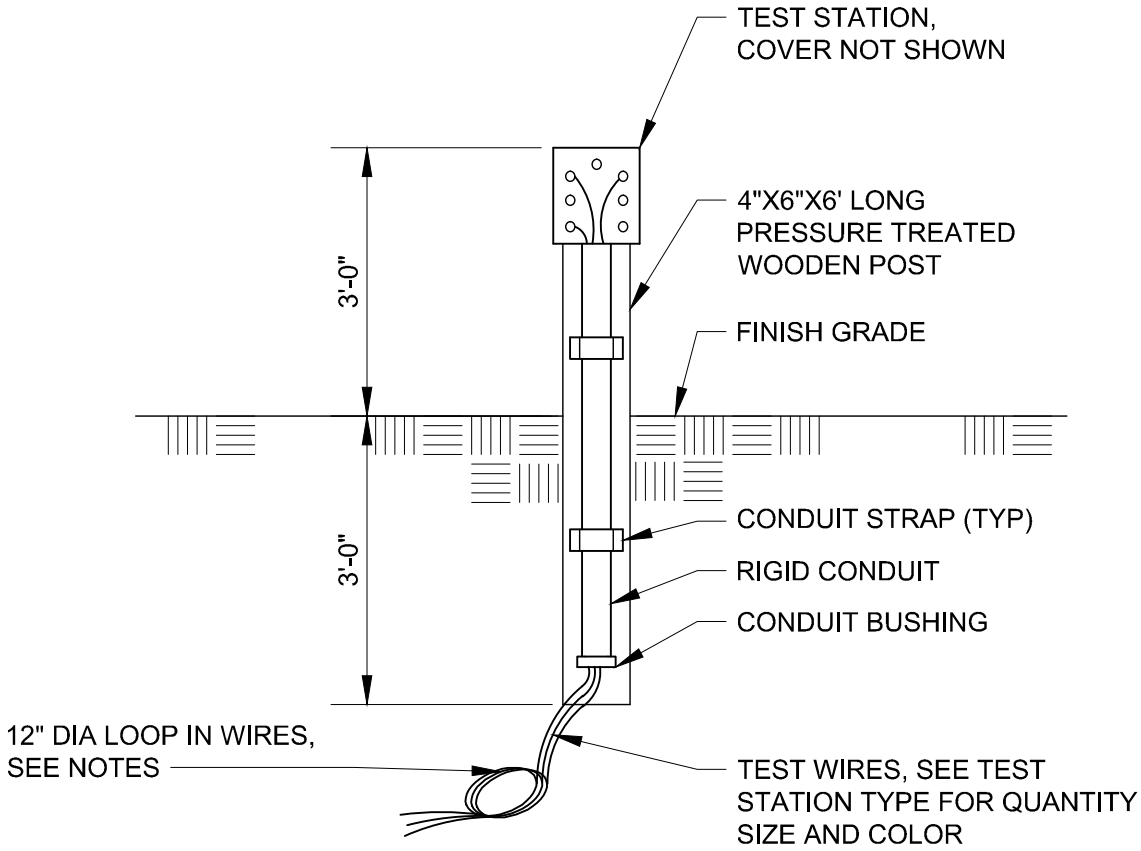
SCHEDULE OF ANODE QUANTITIES AND BARE WEIGHT

PIPE AND FITTINGS DESCRIPTIONS	MAX. COMBINED LENGTH	PIPELINE DIAMETER			REFERENCE DETAIL
		6"-10"	12"-18"	20"-24"	
ONE JOINT RESTRAINT	0'	1 @ 17#	1 @ 17#	1 @ 17#	A
ONE FITTING W/0 RESTRAINT	0'	1 @ 17#	1 @ 17#	1 @ 17#	A
ONE FITTING W/ RESTRAINT	0'	1 @ 17#	1 @ 17#	1 @ 17#	B
ONE FLEXIBLE COUPLING	0'	1 @ 17#	1 @ 17#	1 @ 17#	A
3"-6" AIR RELEASE ASSEMBLY	20'	2 @ 17#	3 @ 17#	4 @ 17#	D
6" BLOW-OFF PIPE ASSEMBLY	20'	2 @ 17#	3 @ 17#	4 @ 17#	D
6" OR 8" FIRE HYDRANT	20'	2 @ 17#	3 @ 17#	4 @ 17#	D
BURIED MAINLINE VALVE	10'	1 @ 17#	1 @ 17#	2 @ 17#	C
MULTIPLE FITTINGS	10'	1 @ 17#	2 @ 17#	2 @ 17#	C
VALVED TURNOUT	0'	1 @ 17#	2 @ 17#	2 @ 17#	E
EXTRA PIPE LENGTH:					
1-17 LB ANODE FOR		30 FT	15 FT	10 FT	
EXTRA FITTING LENGTH:					
2-17 LB ANODES FOR		20 FT	12 FT	8 FT	

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	**METALLIC PIPE APPURTENANCE AND FITTING CATHODIC PROTECTION**	STD. PLAN
4/2014		**537-G.4**
REV.		
0		



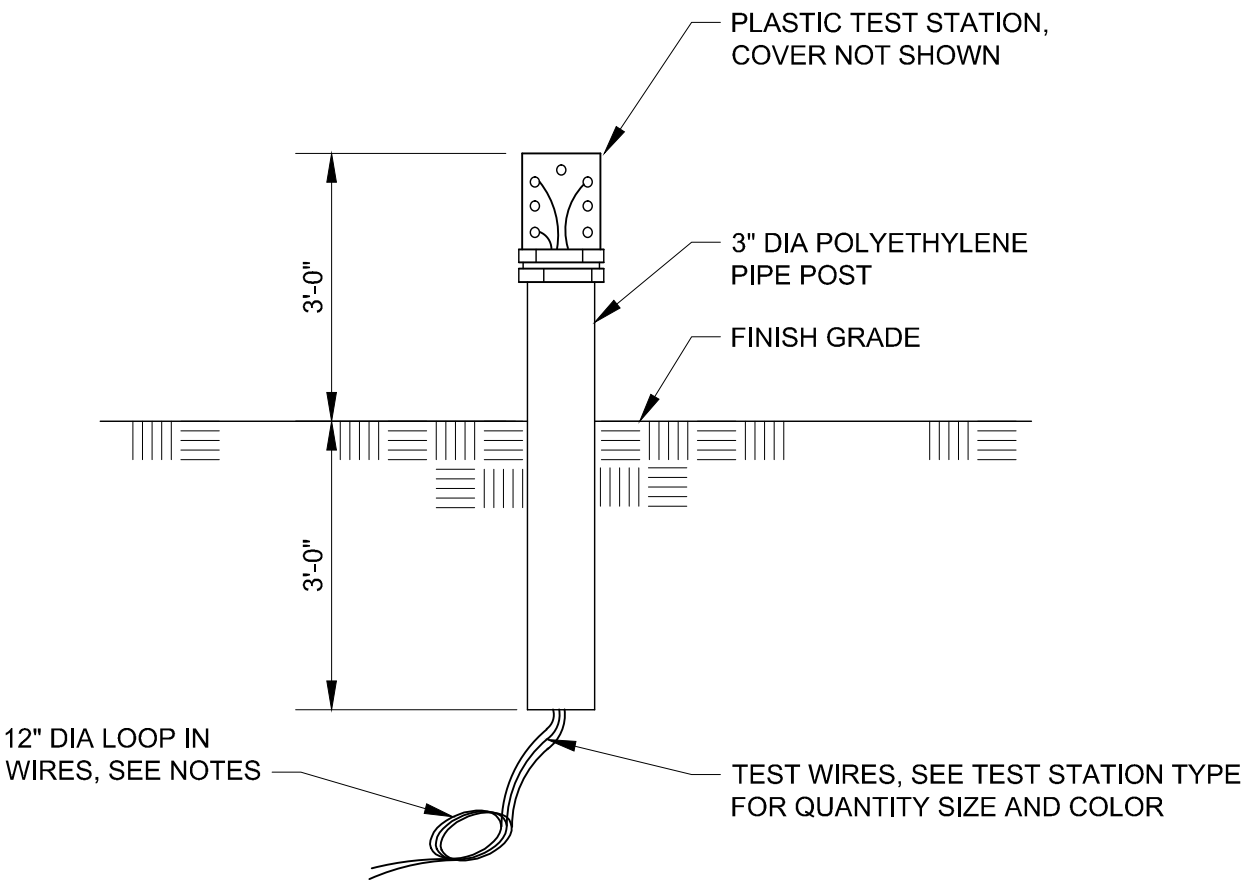
NOTES:

1. TEST STATION TO BE ALUMINUM BODY AND LID WITH THREADED CONNECTION FOR CONDUIT.

2. QUANTITY OF TERMINALS AND WIRING CONNECTIONS VARIES, SEE APPLICABLE TEST STATION DETAILS FOR TYPE OF TEST STATION.

3. PROVIDE WIRE LOP AT BASE OF POST MOUNTED TEST STATION TO MINIMIZE SETTLEMENT STRESSES ON WIRE.

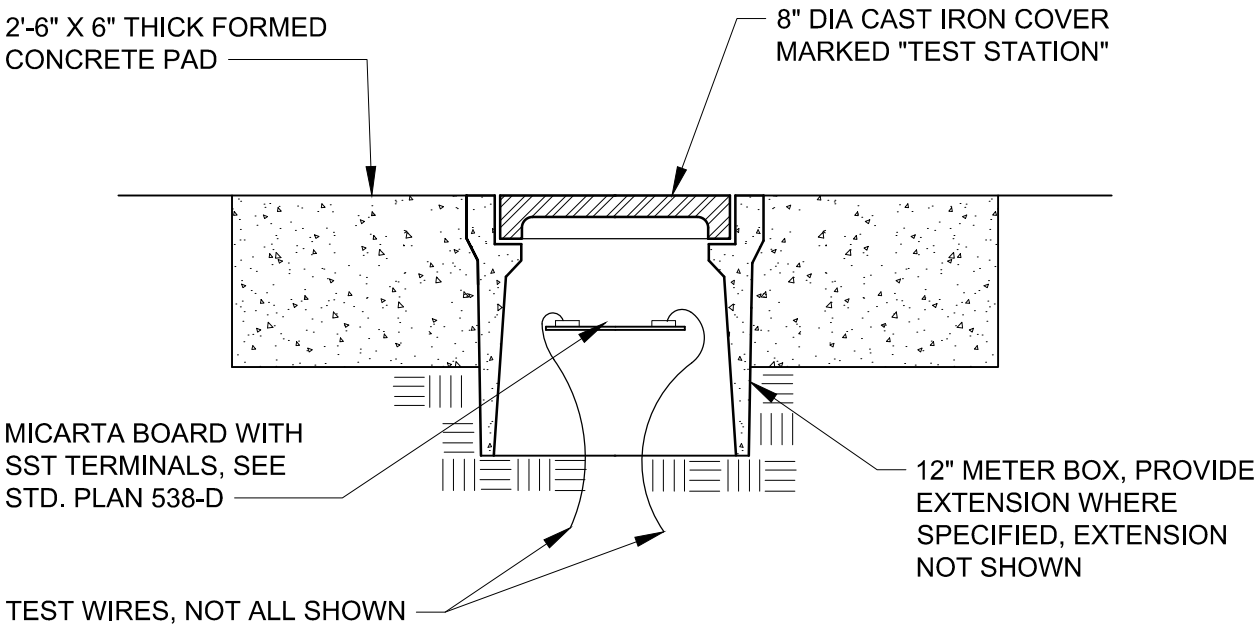
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2014 REV. 0	**POST STYLE TEST STATION WOOD**	STD. PLAN **538-A**



NOTES:

1. COLOR OR TEST STATION AND POST AS SPECIFIED.
2. QUANTITY OF TERMINALS AND WIRING CONNECTIONS VARIES, SEE APPLICABLE TEST STATION DETAILS FOR TYPE OF TEST STATION.
3. PROVIDE WIRE LOP AT BASE OF POST MOUNTED TEST STATION TO MINIMIZE SETTLEMENT STRESSES ON WIRE

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2014 REV. 0	**POST STYLE TEST STATION PLASTIC**	STD. PLAN **538-B**



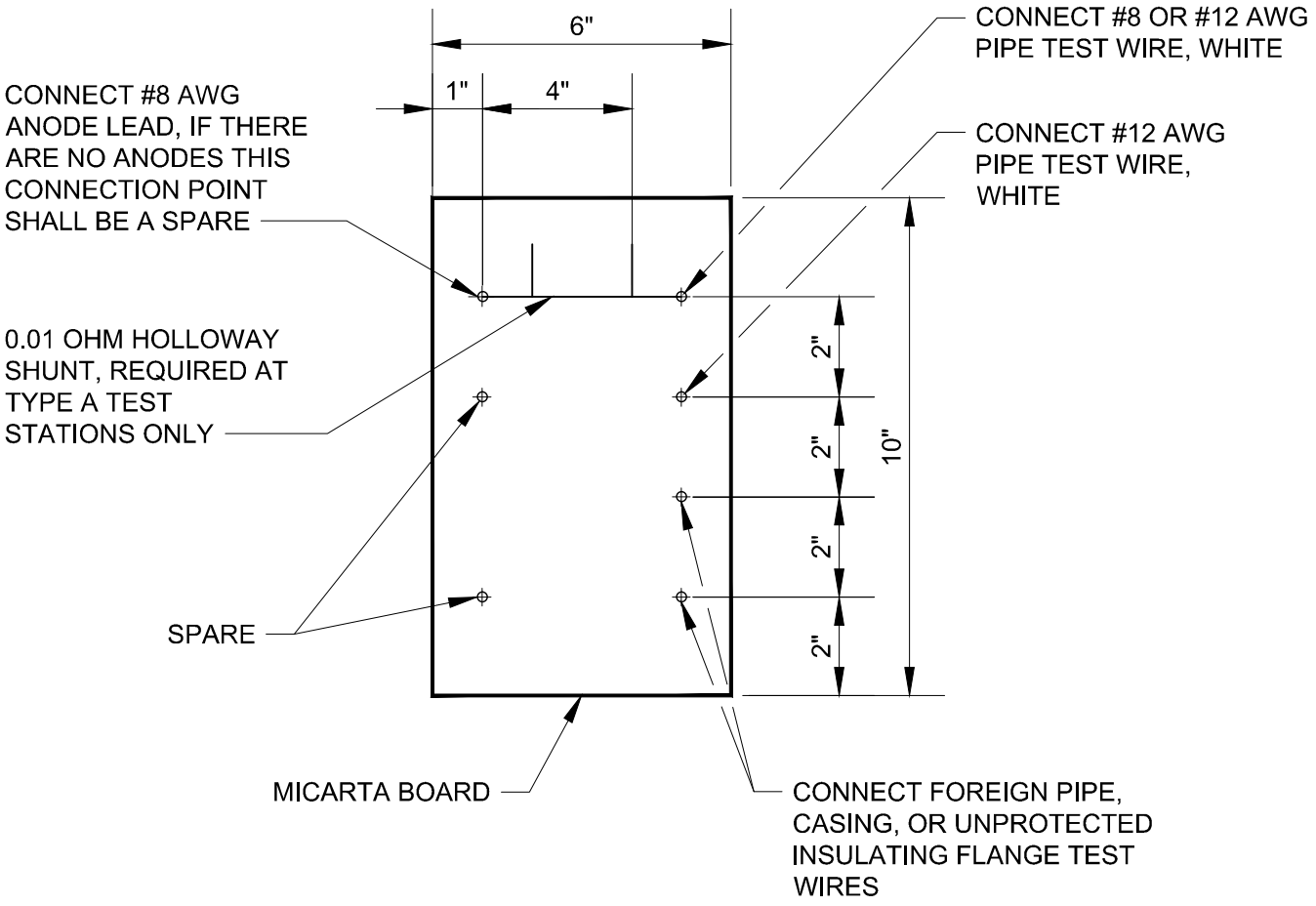
NOTES:

1. COLOR CODE WIRE INSULATION AS SHOWN IN APPLICABLE TEST STATION DETAILS, CONNECT EACH TEST WIRE TO SEPARATE TERMINAL.

2. WIRE CONFIGURATION FOR FLUSH MOUNTED TEST STATIONS SIMILAR TO POST MOUNTED TEST STATIONS.

3. PROVIDE 18 INCHES SLACK IN TEST WIRES, MINIMUM.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2014 REV. 0	**FLUSH STYLE TEST STATION BOX**	STD. PLAN **538-C**



NOTES:

1. TERMINALS SHALL BE 1/4" STAINLESS STEEL WITH LOCKING WASHER, TWO FLAT WASHERS, AND DOUBLE NUTS.

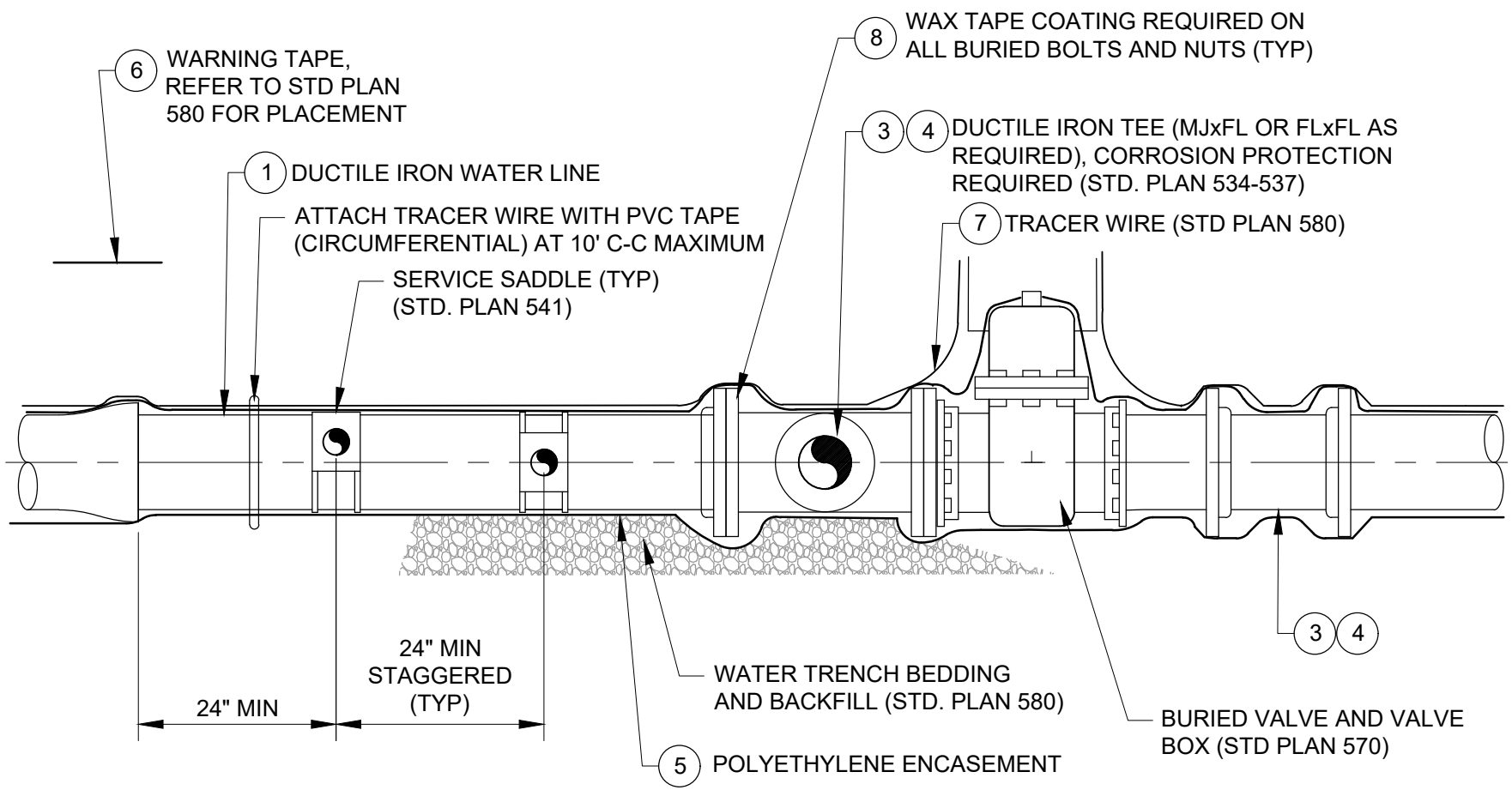
2. ALL WIRE CONNECTIONS TO BE WITH RING TONGUE COMPRESSION TERMINALS.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 02/2014 REV. 0	**FLUSH STYLE TEST STATION TERMINAL BOARD**	STD. PLAN **538-D**

PARK CITY MUNICIPAL CORPORATION
WATER

WATER MAIN
DUCTILE IRON PIPE
4" TO 12" DIAMETER

DATE	REV.	STD. PLAN
03/2024	2	**540-A**



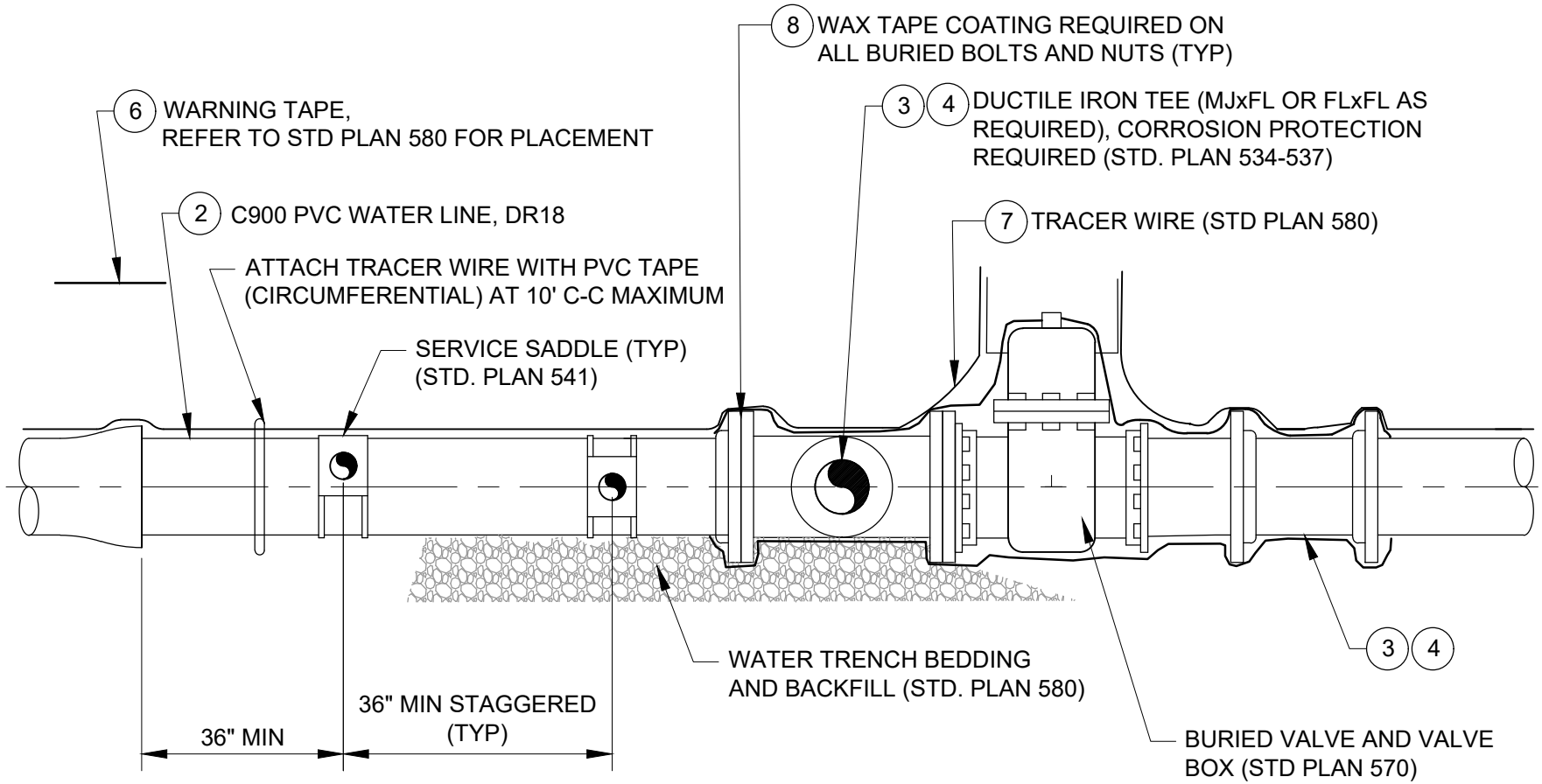
NOTES:

1. PROVIDE A 24" MINIMUM DUCTILE IRON PIPE SECTION LENGTH BETWEEN FITTINGS, VALVES, AND COUPLINGS
2. PROVIDE RETAINING GLANDS ON MECHANICAL JOINTS
3. STAGGER MULTIPLE TAPS 22-1/2 DEG. AND MAINTAIN 24” C-C MINIMUM SEPARATION
4. PROVIDE CORROSION PROTECTION AS REQUIRED. REFER TO STANDARD PLAN 534.
5. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION.

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	REV.	STD. PLAN
03/2024	2	**540-B**

WATER MAIN - PVC PIPE
4" TO 12" DIAMETER



NOTES:

1. MINIMUM PVC PIPE SECTION LENGTH BETWEEN FITTINGS, VALVES, BELLS, AND COUPLINGS: NO DR-18 C-900 PVC SHORTER THAN 6' MAY BE USED. NO DR-14 C-900 PVC SHORTER THAN 3' MAY BE USED. DUCTILE IRON MUST BE USED FOR SHORTER LENGTHS.
2. PROVIDE RETAINING GLANDS ON MECHANICAL JOINTS
3. STAGGER MULTIPLE TAPS 22-1/2 DEG. AND MAINTAIN 36” C-C MINIMUM SEPARATION
4. PROVIDE CORROSION PROTECTION ON ALL METALLIC FITTINGS, VALVES, COUPLERS, ETC., AS REQUIRED. REFER TO STANDARD PLAN 534.
5. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION.
6. PVC PIPE USED AS FIRE HYDRANT OR FIRE LINES LATERALS MUST BE DR-14 C-900 PVC

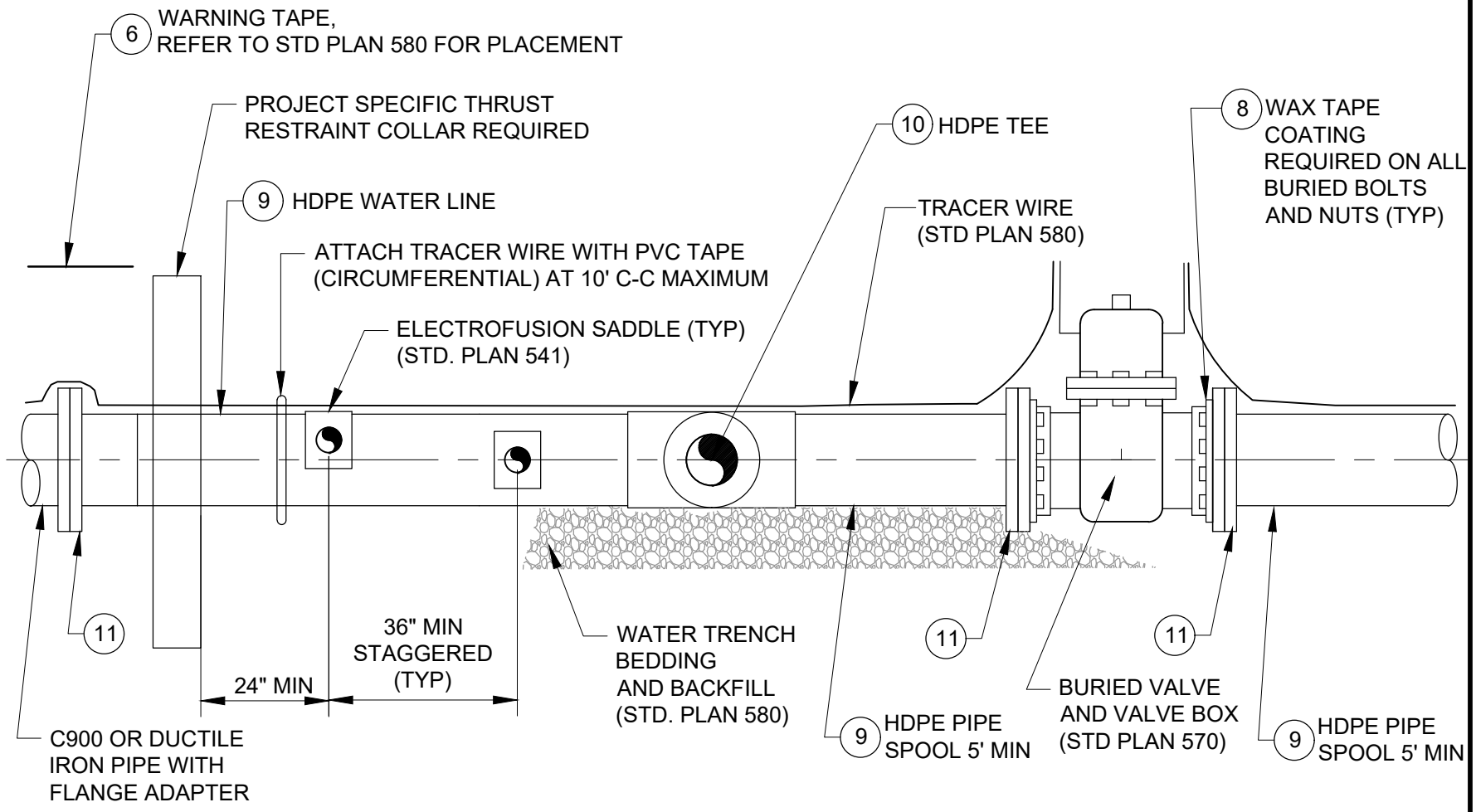
PARK CITY MUNICIPAL CORPORATION
WATER

DATE	REV.	
03/2024	0	

WATER MAIN - HDPE PIPE
4" TO 16" DIAMETER

540-C

STD. PLAN



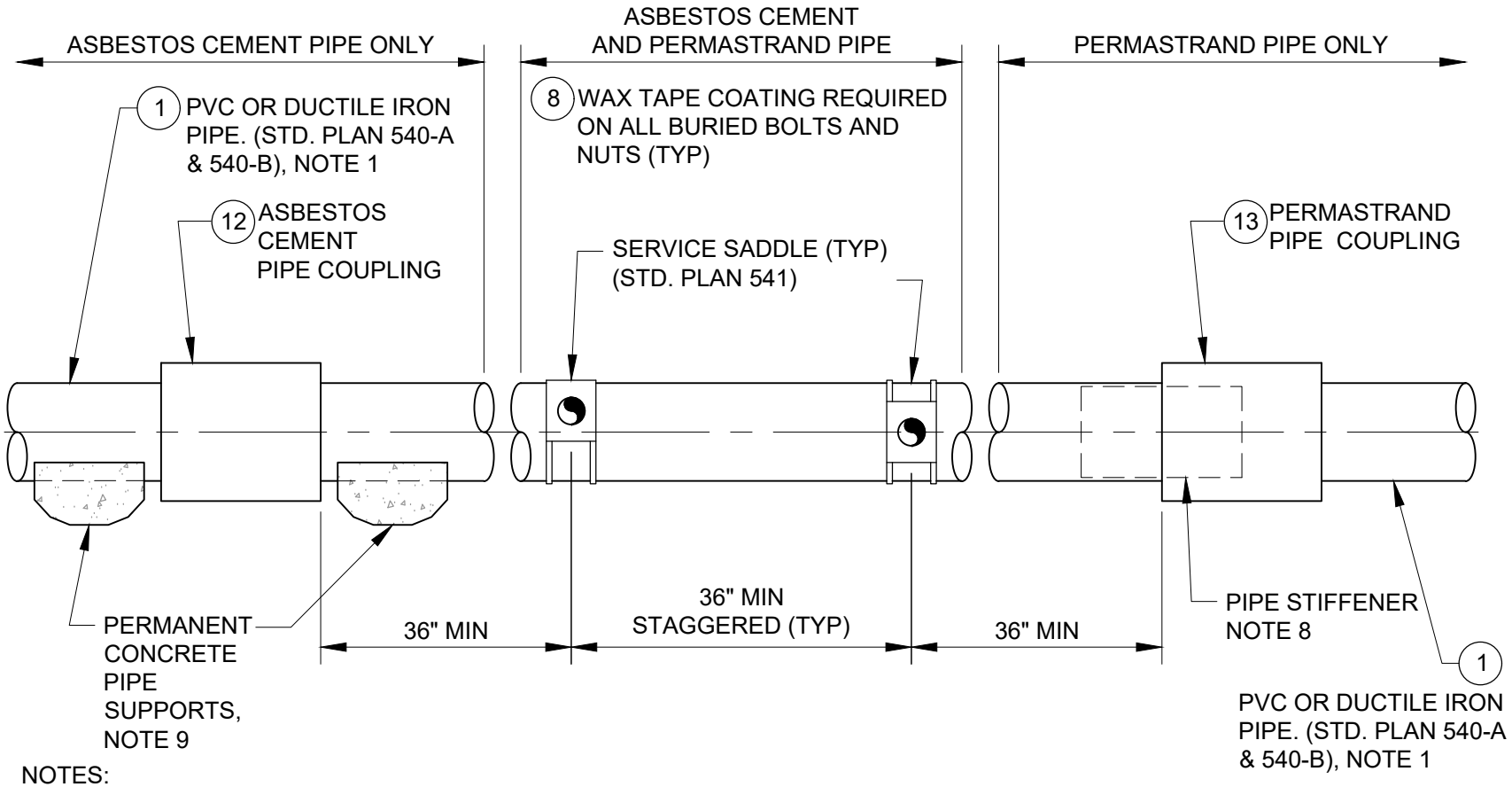
NOTES:

1. PROVIDE RETAINING GLANDS ON MECHANICAL JOINTS
2. STAGGER MULTIPLE TAPS 22-1/2 DEG. AND MAINTAIN 36" C-C MINIMUM SEPARATION
3. PROVIDE CORROSION PROTECTION ON ALL METALLIC FITTINGS, VALVES, COUPLERS, ETC., AS REQUIRED. REFER TO STANDARD PLAN 534.
4. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION
5. ALL PIPE WELDS TO BE PERFORMED BY CERTIFIED PERSONNEL
6. USE OF HDPE FLANGE GASKETS TO BE DETERMINED BY PARK CITY PUBLIC UTILITIES ENGINEER

PARK CITY MUNICIPAL CORPORATION
WATER

CONNECTION TO EXISTING WATER MAIN - ASBESTOS CEMENT & PERMASTRAND PIPE 4" TO 12" DIAMETER

DATE	REV.	STD. PLAN
03/2024	0	**540-D**



NOTES:

1. MINIMUM PVC PIPE SECTION LENGTH BETWEEN FITTINGS, VALVES, COUPLINGS, AND BELLS: NO DR-18 C-900 PVC SHORTER THAN 6' MAY BE USED. NO DR-14 C-900 PVC SHORTER THAN 3' MAY BE USED. DUCTILE IRON MUST BE USED FOR SHORTER LENGTHS.
2. PROVIDE RETAINING GLANDS ON MECHANICAL JOINTS
3. STAGGER MULTIPLE TAPS 22-1/2 DEG. AND MAINTAIN 36” C-C MINIMUM SEPARATION
4. PROVIDE CORROSION PROTECTION ON ALL METALLIC FITTINGS, VALVES, COUPLERS, ETC., AS REQUIRED. REFER TO STANDARD PLAN 534.
5. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION
8. STIFFENERS FOR PERMASTRAND PIPE TO BE PROVIDED BY PARK CITY PUBLIC UTILITIES.
9. PERMANENT POURED CONCRETE PIPE SUPPORTS TO BE APPROVED AND INSPECTED BY PARK CITY PUBLIC UTILITIES ENGINEER.

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	DUCTILE IRON PIPE, 4" TO 12" DIAMETER, PRESSURE CLASS 350, CEMENT-MORTAR LINING, ASPHALTIC INTERIOR/EXTERIOR COATING, AWWA C150 / C151 / C104	U.S. PIPE (1) PACIFIC STATES	STANDARD JOINT PIPE: PUSH ON TYTON JOINT
		U.S. PIPE (1) PACIFIC STATES	RESTRAINED JOINT PIPE: THRUST-LOCK TR FLEX
②	POLYVINYL CHLORIDE (PVC) PIPE, C.I.O.D., C900, DR 18, INTEGRAL BELL JOINT (ALLOWABLE SIZE 8" – 12")	JM EAGLE (1)	STANDARD JOINT PIPE: BLUE BRUTE
③	DUCTILE IRON FITTINGS, 4" TO 12" DIAMETER, FULL BODY, PRESSURE CLASS 350, CEMENT MORTAR LINED, ASPHALTIC EXTERIOR COATING, AWWA C153 / C104 FLANGES: AWWA C110 / C115, CLASS 125 FLANGE WITH FULL FACE OR RING FLANGE-TYTE GASKETS	U.S. PIPE (1) PACIFIC STATES	PUSH ON STYLE FITTING: TYTON JOINT FLANGED FITTING:
		U.S. PIPE (1) PACIFIC STATES	RESTRAINED JOINT PIPE: THRUST-LOCK TR FLEX
④	FITTINGS – DUCTILE IRON MECHANICAL JOINT PIPE WITH RETAINER GLANDS OR SST TIE ROD / NUT RESTRAINTS, AWWA C110 / C111 / C104	EBBA IRON (1)	FITTINGS: MECHANICAL JOINT RETAINER GLANDS: MEGALUG SERIES 1100, STD T-BOLTS AND NUTS
⑤	V-BIO ENHANCED POLYETHYLENE ENCASEMENT, AWWA C105 & AWWA C703E METHODS A & C	MCWANE (1)	AWWA C703E METHOD A (4 MIL) AT PIPE AND AWWA C703E METHOD C (10 MIL) AT BOLT-TYPE JOINTS, FITTINGS, AND VALVES
⑥	DETECTABLE UNDERGROUND WARNING TAPE, 5-MIL MINIMUM, ALUMINUM BACKING, BLUE BACKGROUND, 6" WIDE	SETON (1)	85525
⑦	TRACER WIRE: 12 GA. SOLID, BLUE PVC INSULATION; WIRE-WIRE CONNECTORS SILICONE-FILLED WIRE NUTS	CONNECTORS: IDEAL INDUSTRIES (1)	TWISTER DB PLUS OR APP'D EQUAL
⑧	WAX TAPE COATING SYSTEM, APPLY TO ALL BURIED BOLTS AND NUTS INCLUDING MECHANICAL JOINT RESTRAINT SYSTEMS, AWWA C 217. REFER TO STD. PLAN 534.		
⑨	HDPE 4710 PIPE, 150 PSI MIN WORKING PRESSURE	JM EAGLE (1)	INTEGRAL DOUBLE STRIPE CULINARY: BLUE IRRIGATION: PURPLE
⑩	HDPE 4710 PIPE FITTINGS, 150 PSI MIN WORKING PRESSURE	JM EAGLE (1)	
⑪	HDPE WELD ON FLANGE ADAPTER WITH 316 SST BACKER RING	JM EAGLE (1)	
⑫	AC PIPE COUPLING	HYMAX	2 WIDE-RANGE COUPLING
⑬	PERMASTRAND PIPE COUPLING	ROMAC	MACRO HP COUPLING

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION

WATER

DATE	WATER MAIN AND FIRE LINES	STD. PLAN
03/2024		540 S.1
REV.		
1		

DETAIL NOTES

1. COORDINATE PIPE SIZE WITH APPROVED PLANS PRIOR TO ORDERING MATERIALS
2. LOCATE MAIN, FITTINGS, VALVES, AND FIRE LINES PER APPROVED PLANS
3. DUCTILE IRON PIPE IS REQUIRED WHEN WATER SYSTEM DESIGN PRESSURE EXCEEDS 200 PRESSURE RATING
4. PROVIDE “DOMESTIC” DUCTILE IRON FITTINGS
5. PROVIDE 316 STAINLESS STEEL BOLTS AND NUTS WITH ANTI-SEIZE LUBRICATION ON ALL FLANGED CONNECTIONS
6. REFER TO STANDARD PLAN 534 FOR SUPPLEMENTAL EXTERNAL CORROSION PROTECTION REQUIREMENTS. WHEN CATHODIC PROTECTION IS REQUIRED REFER TO STD. PLANS 534-538.
7. REFER TO SPECIFICATIONS FOR FLUSHING, HYDROSTATIC TESTING, AND DISINFECTING REQUIREMENTS
8. (1) DENOTES “OR APPROVED EQUAL” MANUFACTURER AND MODEL. SUBMIT IN ACCORDANCE WITH CITY STANDARDS

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 03/2024 **REV.** 1	**WATER MAIN AND FIRE LINES**	**STD. PLAN** **540 S.2**

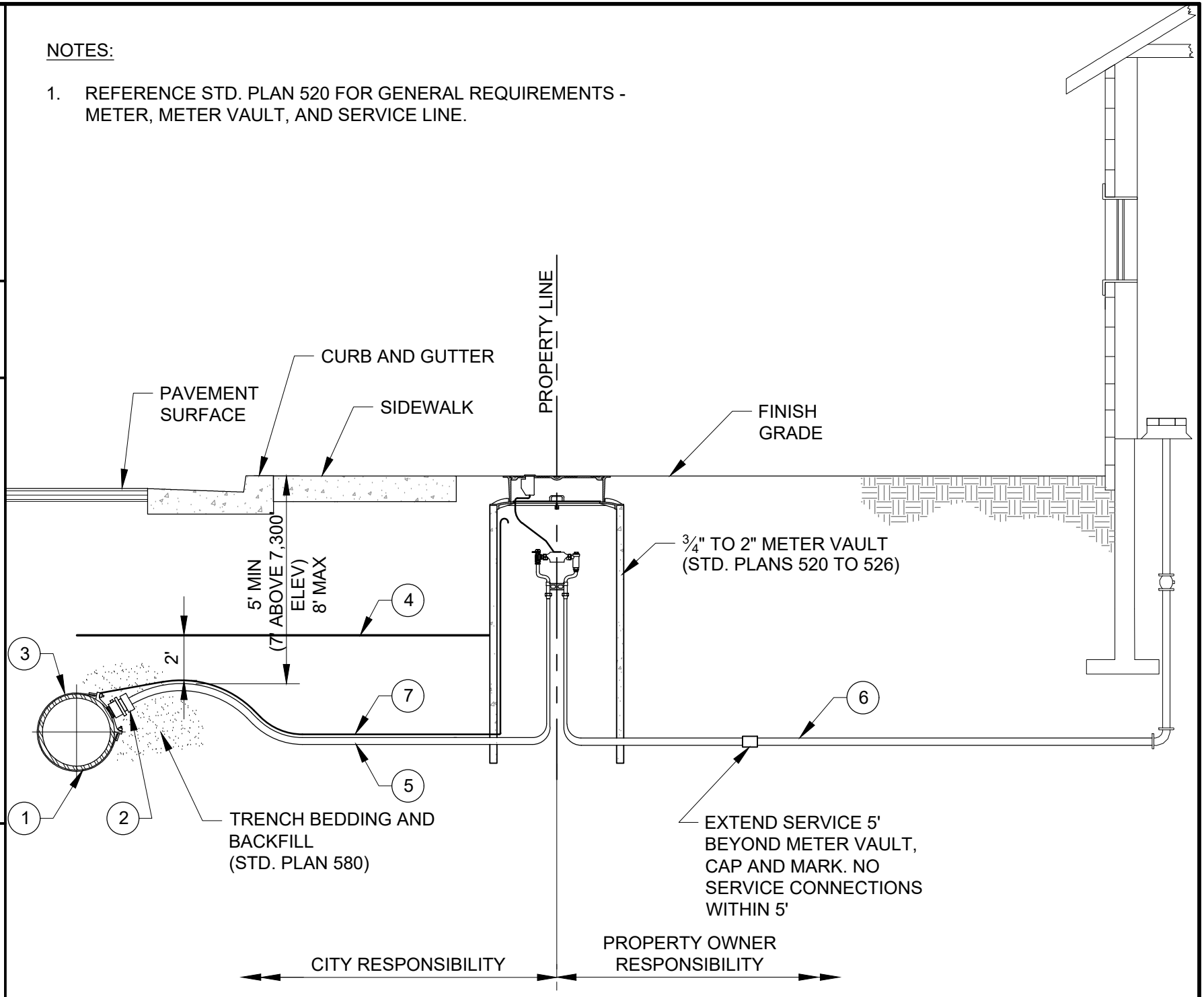
PARK CITY MUNICIPAL CORPORATION
WATER

DATE	REV.	STD. PLAN
03/2024	2	**541**

WATER SERVICE LINE
3/4" TO 2" METERS

NOTES:

1. REFERENCE STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.

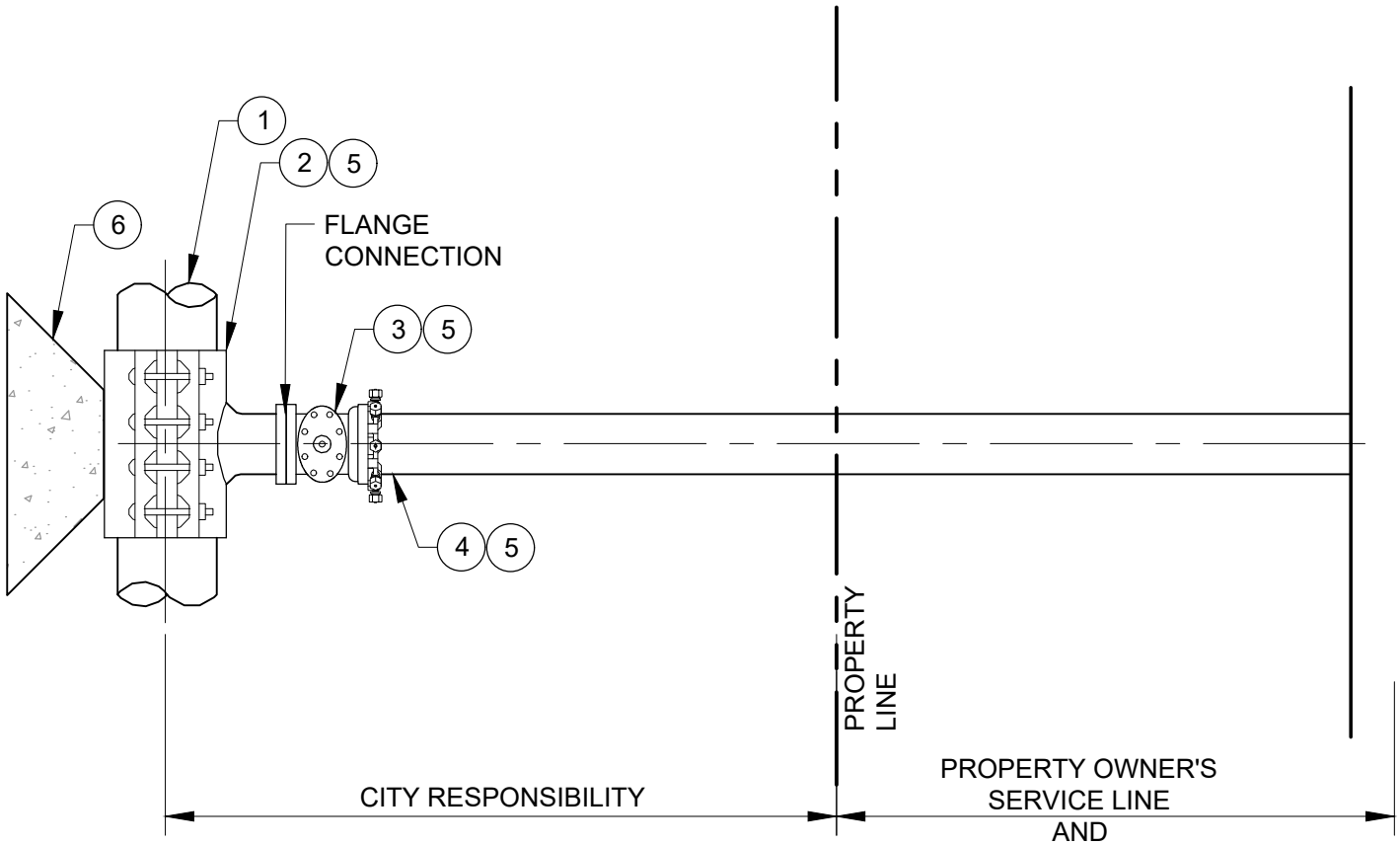


LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	SERVICE SADDLE: • DUCTILE IRON (DI) PIPE; DUAL STRAP • PVC PIPE; DUAL STRAP • ASBESTOS CEMENT (AC) PIPE; DUAL STRAP • PERMASTRAND PIPE; DUAL STRAP • HDPE PIPE; ELECTROFUSION	POWERSEAL	DI, PVC, AC & PERMASTRAND PIPE: STAINLESS STEEL SADDLECORP, 3450AS-POWERJOINT, 2" SERVICE
		ROMAC	PVC, AC & PERMASTRAND PIPE: STYLE 202NS DUAL STAINLESS STEEL STRAPS, 2" SERVICE, FIP THDS
		FORD	DI PIPE: BRONZE, STYLE 202B, 2" SERVICE, FIP THDS
		ISCO OR APPV'D EQUAL	HDPE PIPE: 2" SERVICE, BY APPROVAL
②	BRASS CORPORATION STOP, INLET IP THREAD, OUTLET CTS COMPRESSION	MUELLER	B-25008N
		FORD	FB1100-2-Q-NL
③	V-BIO ENHANCED POLYETHYLENE ENCASEMENT, AWWA C105 & AWWA C703E METHOD C	MCWANE OR APPV'D EQUAL	AWWA C703E METHOD C (4 MIL)
④	DETECTABLE UNDERGROUND WARNING TAPE, 5-MIL MINIMUM, ALUMINUM BACKING BLUE BACKGROUND, 6" WIDE	SETON OR APPV'D EQUAL	85525
⑤	2" WATER SERVICE LINE: HIGH-DENSITY POLYETHYLENE TUBING (CTS), BLUE, SDR 9, AWWA C901	ADS OR APPV'D EQUAL	
⑥	WATER SERVICE LINE: HIGH-DENSITY POLYETHYLENE TUBING (CTS), BLUE, SDR 9, AWWA C901	ADS OR APPV'D EQUAL	
⑦	TRACER WIRE: 12 GA. SOLID, BLUE PVC INSULATION; WIRE-WIRE CONNECTORS SILICONE-FILLED WIRE NUTS	IDEAL INDUSTRIES	TWISTER DB PLUS OR APP'D EQUAL

DETAIL NOTES

1. COORDINATE SERVICE SIZE WITH CITY PRIOR TO ORDERING MATERIALS
2. LOCATE SERVICE PER APPROVED PLANS
3. NO SERVICE LINE FITTINGS ALLOWED BETWEEN CORPORATION STOP AND METER VAULT CURB STOP VALVE
4. APPLY WAX TAPE COATING SYSTEM TO SERVICE SADDLE BOLTS AND NUTS, AWWA C217. SYSTEM TO INCLUDE FILLER MATERIAL, TAPE COATING, AND PROTECTIVE OUTERWRAP. DENSO NORTH AMERICA, TRENTON, OR APPROVED EQUAL (STD. PLAN 534)



4" AND LARGER

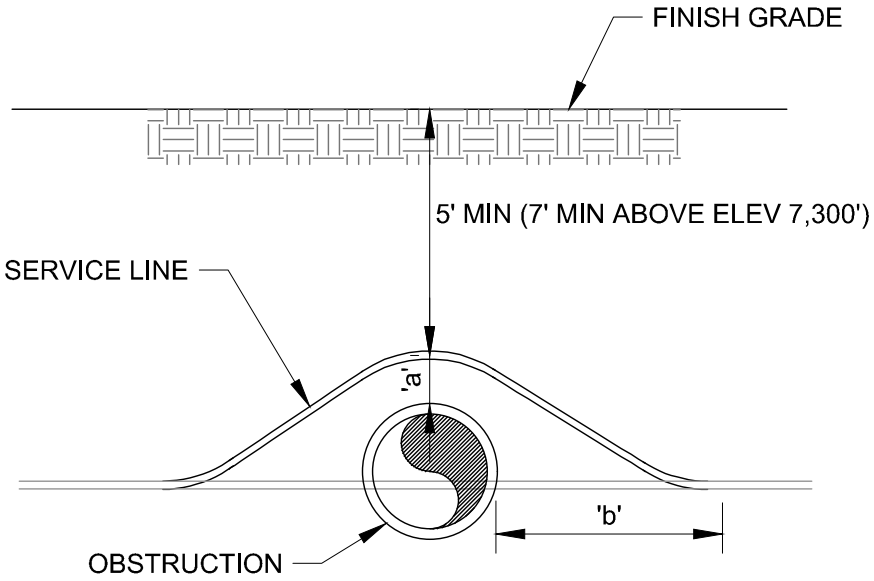
LEGEND	
ITEM	DESCRIPTION
1	EXISTING MAIN
2	STAINLESS STEEL TAPPING SLEEVE (NOT ALLOWED IN NEW CONSTRUCTION)
3	TAPPING VALVE OR FLG X MJ GATE VALVE (STD PLAN 570 AND 572)
4	POLYVINYL CHLORIDE (PVC) PIPE, C.I.O.D., C900, DR 14, INTEGRAL BELL JOINT
5	POLYETHYLENE WRAPPED (STD. PLAN 540-A)
6	THRUST BLOCK (STD. PLAN 561)

NOTES:

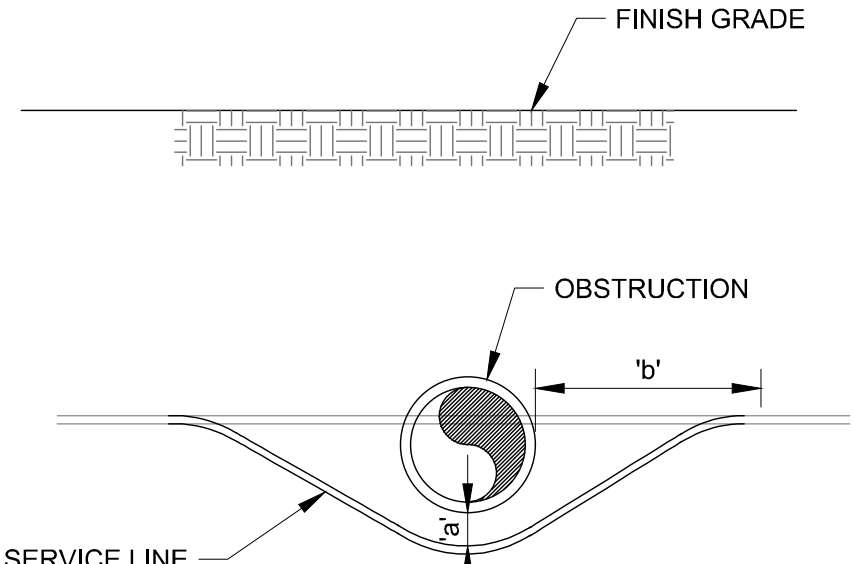
1. FOR FIRE SERVICE LINES A DOUBLE CHECK VALVE OR REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY TO BE DETERMINED BY BUILDING AND WATER DEPARTMENTS BASED ON DEGREE OF HAZARD POSED BY FIRE SPRINKLER PROTECTION SYSTEM USE.
2. ENTIRE STAINLESS STEEL TAPPING TEE IS TO BE WAX TAPED AS WELL AS THE FLANGE, BOLTS, AND THE VALVE BONET BOLTS (STD. PLAN 534.2)
3. NO TAPPING OF SIMILAR SIZED PIPE, TAP MUST BE AT LEAST ONE STANDARD SIZE SMALLER THAN THE WATER MAIN BEING TAPPED
4. HOT TAPS MAY BE DENIED FOR ANY REASON SEEN FIT BY PARK CITY WHICH INCLUDE BUT ARE NOT LIMITED TO: PIPE MATERIAL, PIPE CONDITION, AND LOCATION OF PROPOSED HOT TAP
5. A HOT TAP REQUEST FORM MUST BE SUBMITTED FOUR BUSINESS DAYS BEFORE THE APPROVED TAP IS TO BE PERFORMED

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	HOT TAPS 4" AND LARGER	STD. PLAN
03/2024		542
REV.		
2		



METHOD A



METHOD B

TABLE OF DIMENSIONS

	OBSTRUCTION		
	SEWER MAIN	STORM DRAIN OR CULVERT	OTHER
'a'	18"	SEE STD. PLAN 546	12" MIN
'b'	5'-0"		3'-0" MIN

NOTES:

1. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVE SEWER LINES UNLESS APPROVED BY PARK CITY AND UTAH DIVISION OF DRINKING WATER.

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	STD. PLAN
6/2019	
REV.	
1	

WATER SERVICE LINE LOOP

543

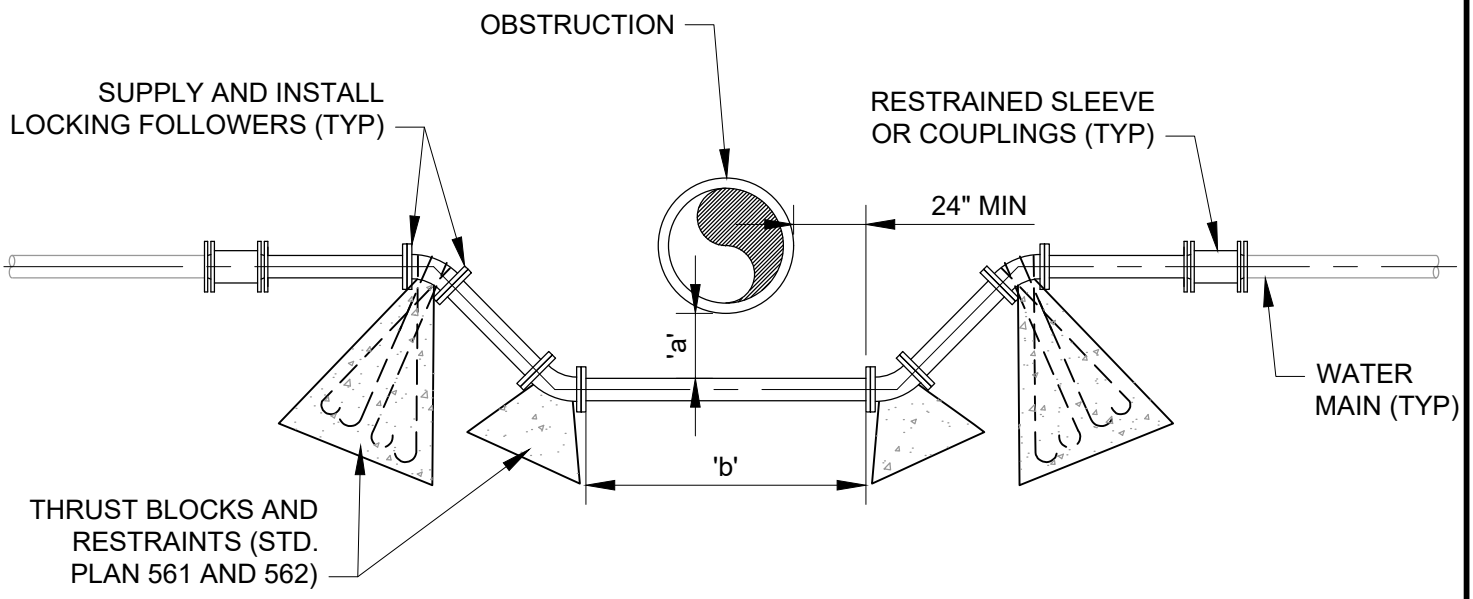


TABLE OF DIMENSIONS		
OBSTRUCTION	'a'	'b'
SEWER	18" MIN	20' MIN
STORM DRAIN OR CULVERT	SEE STD. PLAN 546	O.D. + 6'
OTHER	12" MIN	O.D. + 4'

METHOD A

NOTES:

1. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION.
2. RESTRAINED JOINT PIPE REQUIRED
3. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVE SEWER LINES UNLESS APPROVED BY PARK CITY AND UTAH DIVISION OF DRINKING WATER.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 2	**WATER MAIN LOOP**	STD. PLAN **544-A**

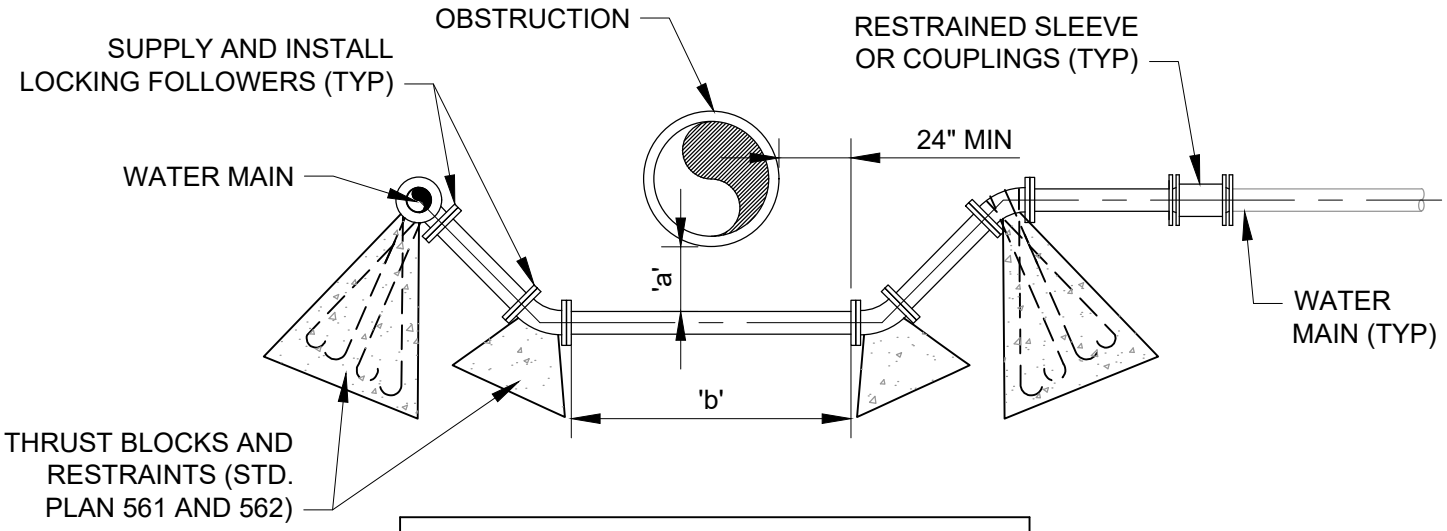
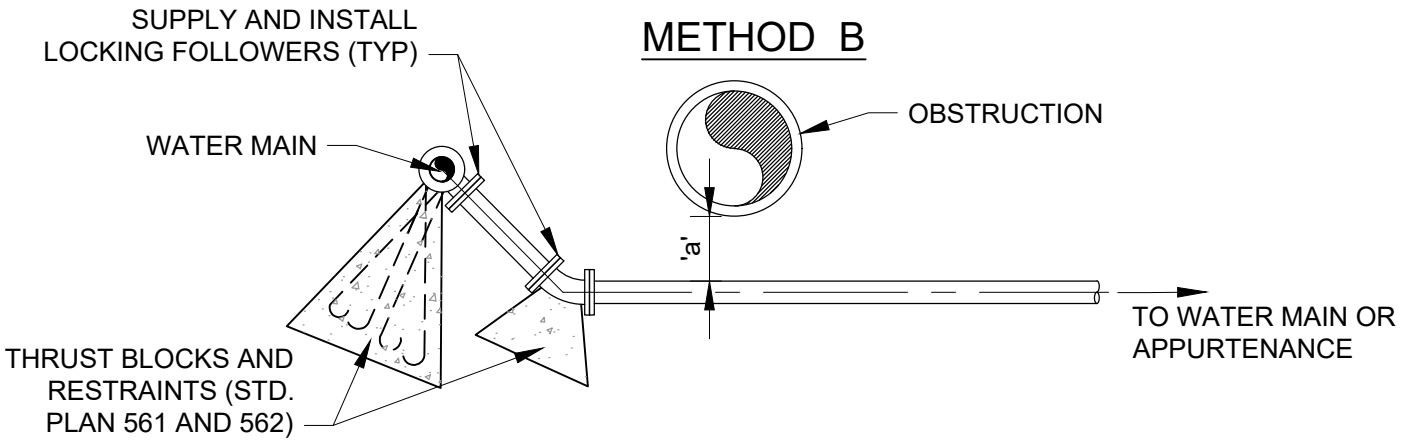


TABLE OF DIMENSIONS		
OBSTRUCTION	'a'	'b'
SEWER	18" MIN	20' MIN
STORM DRAIN OR CULVERT	SEE STD. PLAN 546	O.D. + 6'
OTHER	12" MIN	O.D. + 4'

METHOD B



NOTES:

1. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION.
2. RESTRAINED JOINT PIPE REQUIRED
3. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVE SEWER LINES UNLESS APPROVED BY PARK CITY AND UTAH DIVISION OF DRINKING WATER.

TABLE OF DIMENSIONS	
OBSTRUCTION	'a'
SEWER	18" MIN
STORM DRAIN OR CULVERT	SEE STD. PLAN 546
OTHER	12" MIN

METHOD C

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	
03/2024	
REV.	
2	

WATER MAIN LOOP

STD. PLAN

544-B

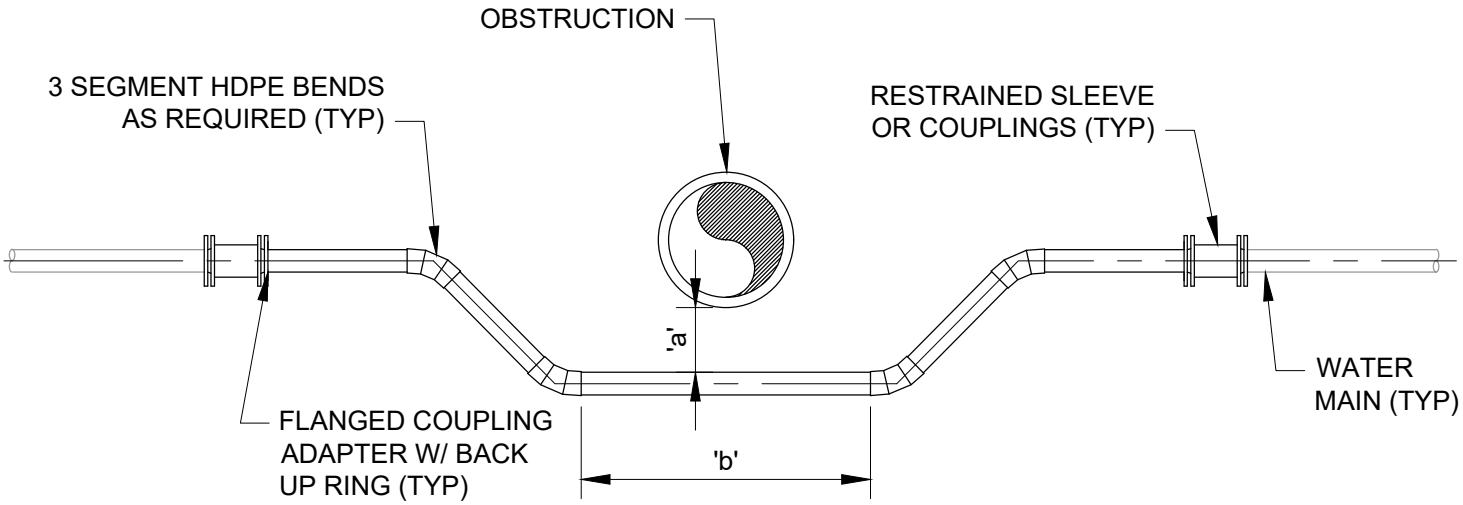


TABLE OF DIMENSIONS		
OBSTRUCTION	'a'	'b'
SEWER	18" MIN	20' MIN
STORM DRAIN OR CULVERT	SEE STD. PLAN 546	O.D. + 6'
OTHER	12" MIN	O.D. + 4'

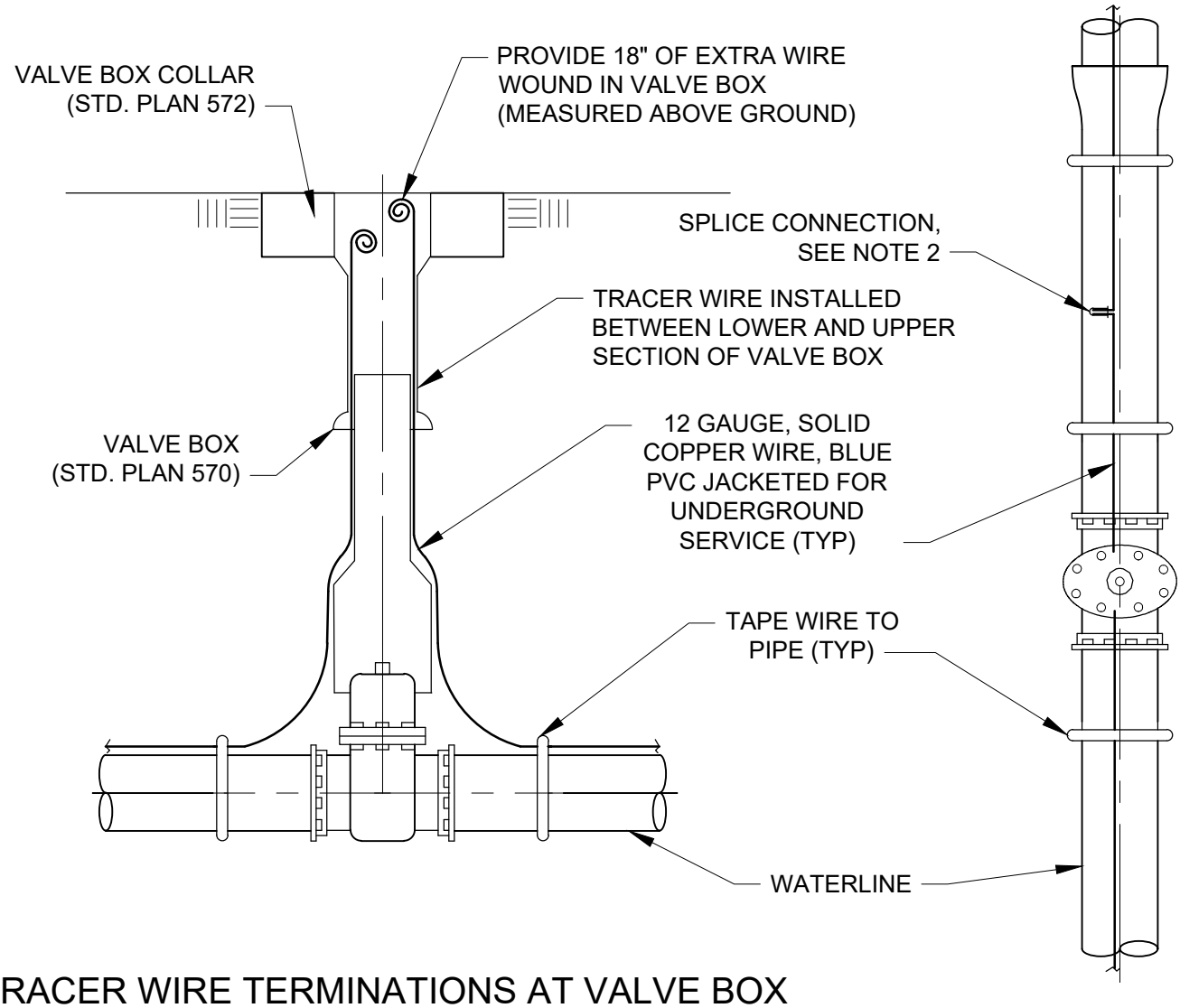
HDPE METHOD

NOTES:

HDPE PIPE WATERLINE LOOP MINIMUM REQUIREMENTS:

1. NO LOOPS TO BE CONSTRUCTED WITHOUT PRIOR APPROVAL FROM PARK CITY PUBLIC UTILITIES ENGINEER. ALL EFFORTS TO AVOID LOOPS SHOULD BE EXHAUSTED AND ONLY USED AS LAST ALTERNATIVE. LOOPS WILL NOT BE APPROVED ON NEW CONSTRUCTION.
2. GENERAL: PIPE SHALL BE HDPE 4710 DR11 WITH AN INSIDE DIAMETER EQUAL TO OR GREATER THAN THE CONNECTING PIPE ON BOTH ENDS.
3. PIPE SHALL BE FUSION WELDED ALONG LENGTH AND FULLY RESTRAINED AT TRANSITIONS TO DIFFERING PIPE MATERIALS WITH FLANGES OR OTHER CITY APPROVED METHOD.
4. FITTINGS ALONG THE LOOP LENGTH SHALL BE HDPE UNLESS OTHERWISE APPROVED BY OWNER.
5. BENDING RADIUS NOT TO EXCEED PIPE MANUFACTURES RECOMMENDATIONS.
6. REDUCERS AND TRANSITION COUPLINGS SHALL BE PROVIDED ON BOTH ENDS AS REQUIRED AND SHALL BE HDPE OR DUCTILE IRON. CATHODIC PROTECTION REQUIRED ON FERROUS COMPONENTS PER STD. PLAN 534
7. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVE SEWER LINES UNLESS APPROVED BY PARK CITY AND UTAH DIVISION OF DRINKING WATER.

	DATE		STD. PLAN
PARK CITY MUNICIPAL CORPORATION **WATER**	03/2024	**WATER MAIN LOOP**	**544-C**
	REV.		
	2		

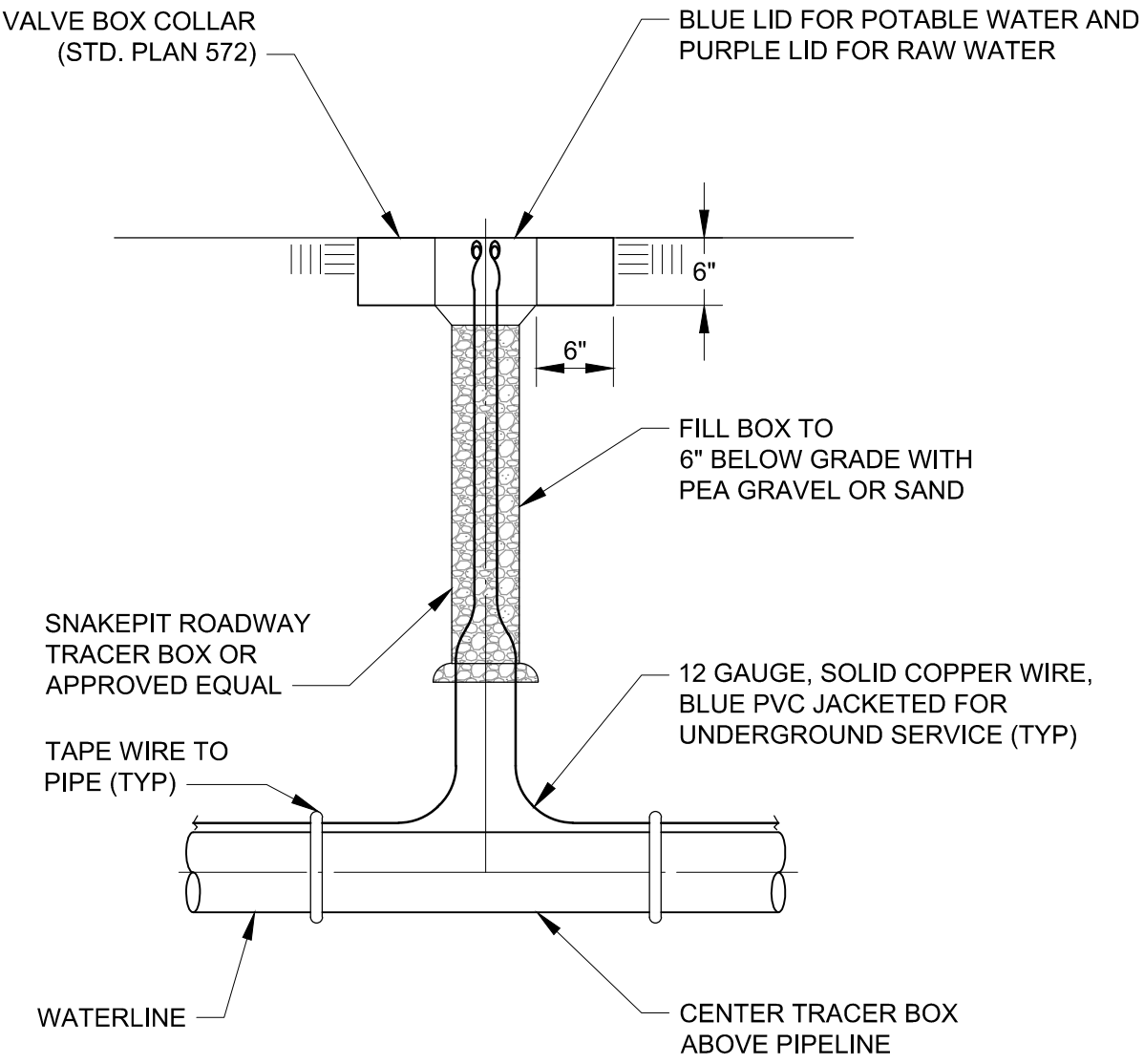


TRACER WIRE TERMINATIONS AT VALVE BOX

NOTES:

1. INSTALL TRACER WIRE ON ALL CONSTRUCTED (METALLIC AND NON-METALLIC) PIPE.
2. ALL SPLICES SHALL BE SILICONE FILLED WIRE CONNECTORS.
3. PROVIDE TRACER WIRE CONNECTIONS AT ALL VALVE BOXES AND PER STD. PLAN 545-B TO MAINTAIN A MAXIMUM DISTANCE BETWEEN CONNECTIONS OF NO GREATER THAN 500 FEET.
4. AT VAULT AND MANHOLE LOCATIONS COIL WIRE INSIDE.

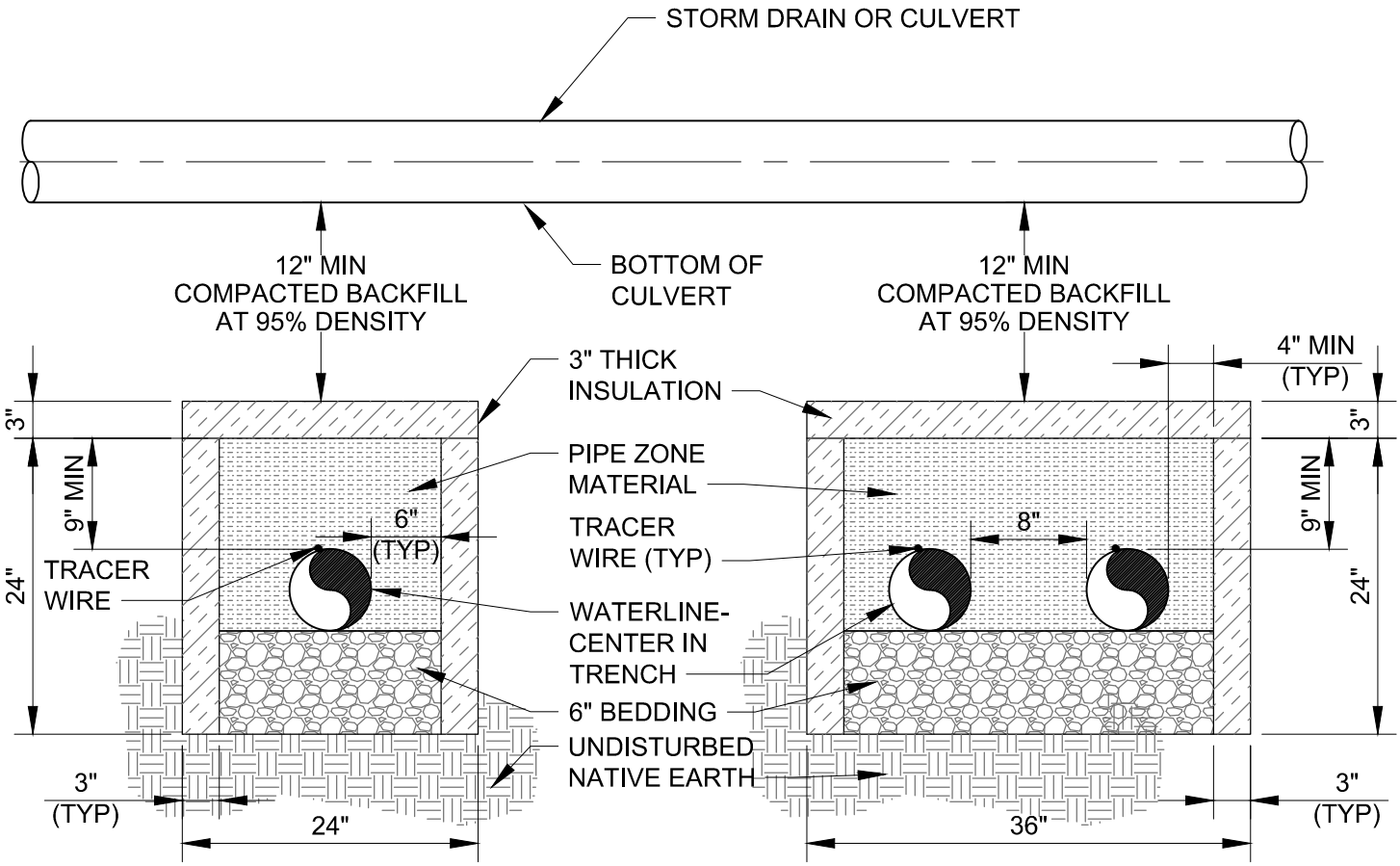
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2023 REV. 2	**TRACER WIRE VALVE BOX TERMINATIONS**	STD. PLAN **545-A**



NOTES:

1. INSTALL LOCATOR WIRE ON ALL CONSTRUCTED (METALLIC AND NON-METALLIC) PIPE.
2. ALL SPLICES SHALL BE WITH SILICONE FILLED WIRE CONNECTORS.
3. PROVIDE LOCATOR WIRE CONNECTIONS PER THIS DETAIL AS REQUIRED TO MAINTAIN A MAXIMUM DISTANCE BETWEEN CONNECTIONS OF NO GREATER THAN 500 FEET. CONTRACTOR SHALL COORDINATE EACH LOCATION WITH OWNER.
4. LOCATOR WIRE AND WARNING TAPE NOT REQUIRED WHERE DIRECTIONAL DRILLING WILL TAKE PLACE.
5. AT VAULT LOCATIONS COIL WIRE INSIDE OF VAULT.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**TRACER WIRE ACCESS BOX TERMINATIONS**	STD. PLAN **545-B**



ONE LINE IN TRENCH

TWO LINES IN TRENCH

NOTES:

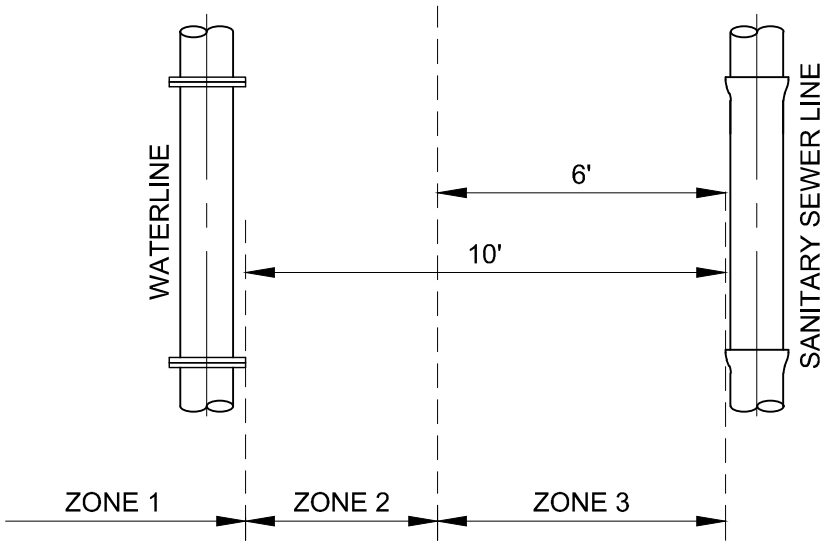
1. WHERE WATERLINES INTERSECT STORM DRAINS OR CULVERTS, INSTALL WATERLINE WITH FROST SHIELD. EXTEND FROST SHIELD A MINIMUM OF 3-FEET ON BOTH SIDES STORM DRAIN OR CULVERT.

2. INSULATION SHALL BE 3-INCH THICK INSULATION BOARD (DOW STYROFOAM HIGHLOAD - 60 INSULATION OR APPROVED EQUAL).

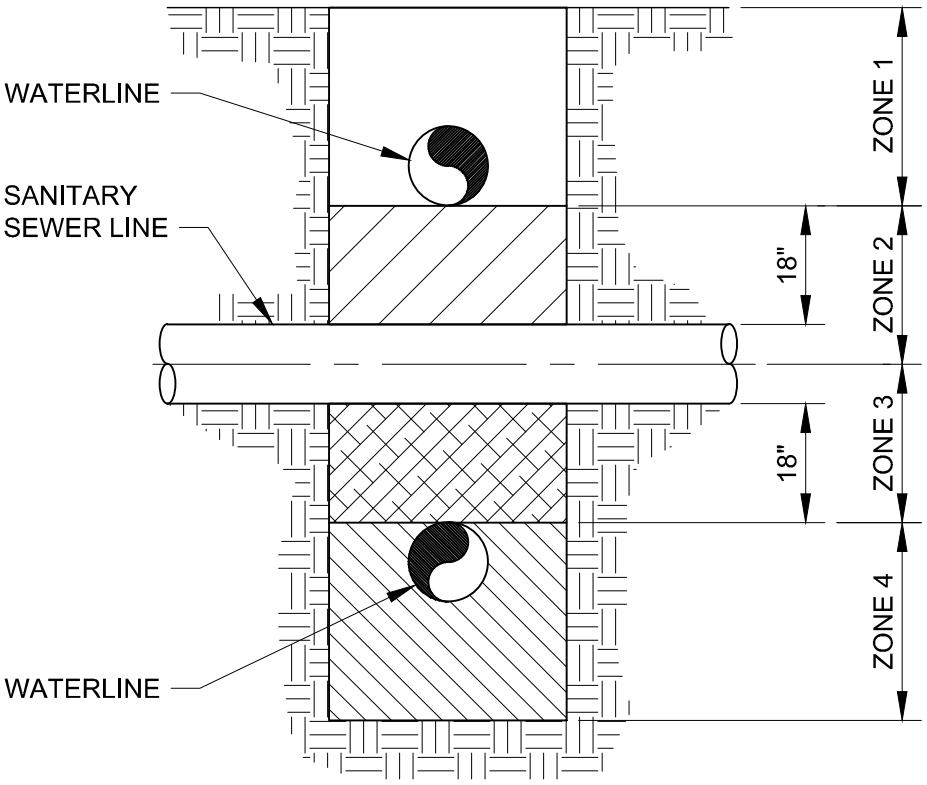
3. ALL BACKFILL MATERIAL, INCLUDING SPECIAL BEDDING AND PIPE ZONE MATERIAL, SHALL BE COMPACTED TO AT LEAST 95% DENSITY TO PROVIDE AN ADEQUATE FOUNDATION FOR THE CULVERT AND ROADWAY.

4. INSTALL TRACER WIRES AS REQUIRED (STD. PLAN 540, 541 AND 545)

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**PIPE INSULATION AT STORM DRAIN CROSSINGS**	STD. PLAN **546**



HORIZONTAL SEPARATION REQUIREMENTS



VERTICAL SEPARATION REQUIREMENTS

NOTES:

1. SEE STD. PLAN 547-B FOR HORIZONTAL AND VERTICAL SEPARATION REQUIREMENT NOTES.
2. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVE SEWER LINES UNLESS APPROVED BY PARK CITY AND UTAH DIVISION OF DRINKING WATER.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 6/2019 REV. 1	**WATER - SANITARY SEWER SEPARATION**	STD. PLAN **547-A**

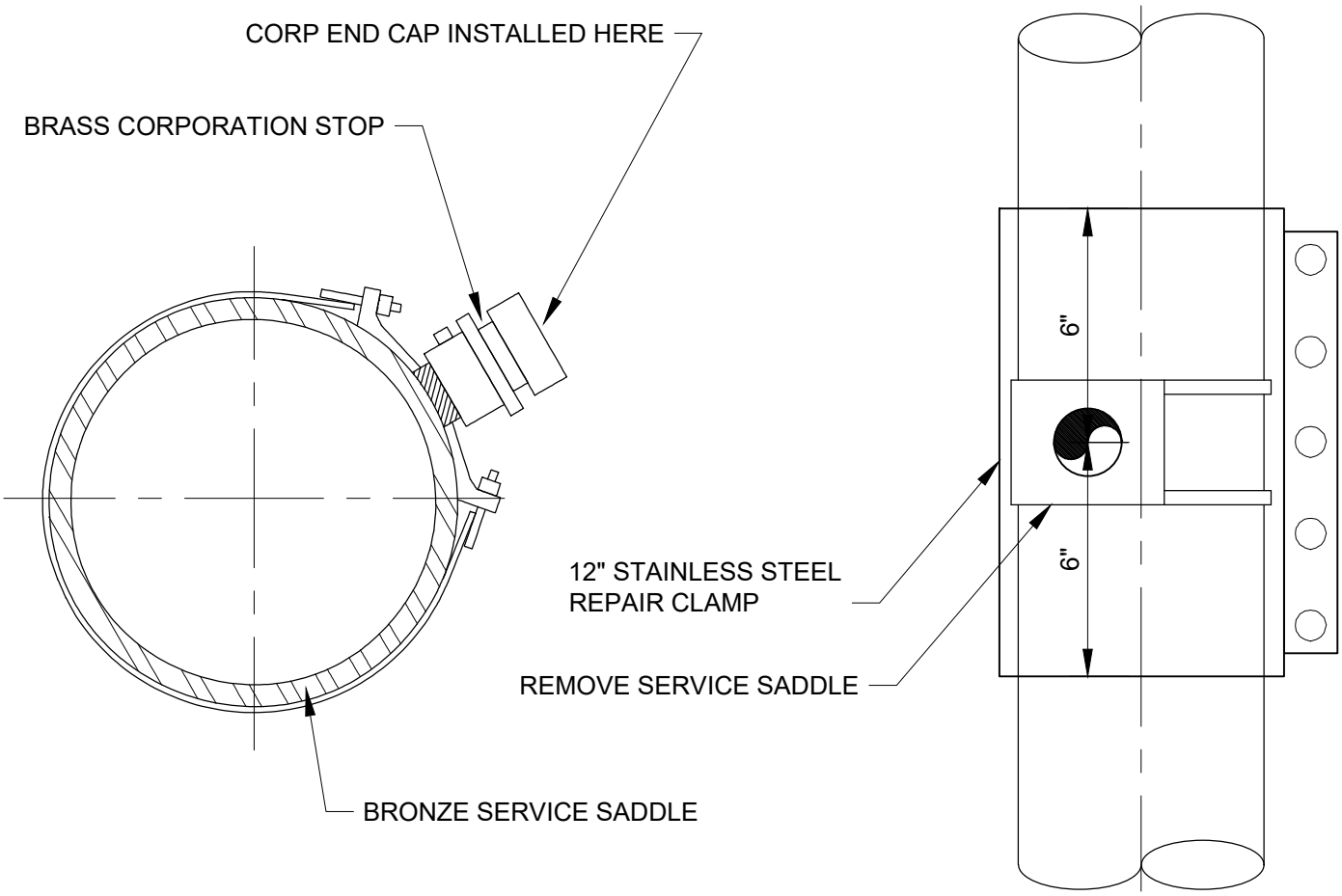
HORIZONTAL SEPARATION NOTES:

1. ZONE 1: WATER LINE AND SEWER LINE SEPARATED 10 FEET OR GREATER – NO SPECIAL REQUIREMENTS
   ZONE 2: WHERE LOCAL CONDITIONS AND SITE SPECIFIC CONDITIONS PRECLUDE ZONE 1 SEPARATION – SPECIAL REQUIREMENTS APPLY:
   A) APPROVAL BY DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER
   AND,
   B) SEWER PIPES IN GOOD CONDITION
   AND,
   C) NO HIGH GROUNDWATER
   AND,
   D) WATER LINE SEPARATED BY AT LEAST 6 FEET AT OUTSIDE PIPE WALLS
   AND,
   E) BOTTOM OF WATER LINE IS AT LEAST 18 INCHES ABOVE TOP OF SEWER LINE
   AND,
   F) WATER LINE CONSTRUCTED WITH MECHANICAL, RESTRAINED JOINT PIPE
   ZONE 3: WATER LINE AND SEWER LINE SEPARATED LESS THAN 6 FEET – NOT ALLOWED WITHOUT APPROVAL OF PUBLIC UTILITIES ENGINEER AND APPROVED EXCEPTION TO RULE R309-550-7 BY UTAH DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER. ADDITIONAL MITIGATION MEASURES TO PROTECT PUBLIC HEALTH MAY BE REQUIRED.
2. ADDITIONAL WATER-SEWER SEPARATION AND/OR SPECIAL PIPE MATERIALS MAY BE REQUIRED IN AREAS OF HIGH GROUNDWATER, SOILS CONDITIONS, OR SPECIAL SEWER LINE CONTENTS
3. SERVICE LINE TAPS NOT ALLOWED IN ZONE 2
4. SERVICE LINE TAPS WITHIN ZONE 3 ALLOWED ONLY BY SITE SPECIFIC APPROVAL BY DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER
5. CONSULT SNYDERVILLE BASIN WATER RECLAMATION DISTRICT FOR ADDITIONAL SANITARY SEWER RELATED REQUIREMENTS AND SEWER LINE MODIFICATIONS

VERTICAL SEPARATION NOTES:

1. ZONE 1: WATER LINE ABOVE SEWER LINE AND SEPARATED 18 INCHES OR GREATER – NO SPECIAL REQUIREMENTS
   ZONE 2: WATER LINE ABOVE SEWER LINE SEPARATED LESS THAT 18 INCHES – NOT ALLOWED WITHOUT APPROVAL OF PUBLIC UTILITIES ENGINEER AND APPROVED EXCEPTION TO RULE R309-550-7 BY UTAH DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER. ADDITIONAL MITIGATION MEASURES TO PROTECT PUBLIC HEALTH MAY BE REQUIRED SUCH AS: INSTALL CONTROLLED LOW-STRENGTH MATERIAL (CLSM), “FLOWABLE FILL”, 150 PSI MAXIMUM MIX DESIGN WITHIN WATER PIPE ZONE AND TO 18” ABOVE THE SEWER LINE.
   ZONE 3: WATER LINE BELOW SEWER LINE SEPARATED LESS THAN 18 INCHES – NOT ALLOWED WITHOUT APPROVAL OF PUBLIC UTILITIES ENGINEER AND APPROVED EXCEPTION TO RULE R309-550-7 BY UTAH DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER. ADDITIONAL MITIGATION MEASURES TO PROTECT PUBLIC HEALTH MAY BE REQUIRED SUCH AS: INSTALL CONTROLLED LOW-STRENGTH MATERIAL (CLSM), “FLOWABLE FILL”, 150 PSI MAXIMUM MIX DESIGN WITHIN WATER PIPE ZONE AND TO 18” ABOVE THE SEWER LINE.
   ZONE 4: WATER LINE BELOW SEWER LINE SEPARATED GREATER THAN 18 INCHES - NOT ALLOWED WITHOUT APPROVAL OF PUBLIC UTILITIES ENGINEER AND APPROVED EXCEPTION TO RULE R309-550-7 BY UTAH DIVISION OF ENVIRONMENTAL QUALITY, DIVISION OF DRINKING WATER. ADDITIONAL MITIGATION MEASURES TO PROTECT PUBLIC HEALTH MAY BE REQUIRED SUCH AS: CENTER ONE FULL UNCUT LENGTH OF WATER PIPE OVER THE CROSSING AND PROVIDE MECHANICAL RESTRAINED PIPE JOINTS UNTIL THE WATER PIPE EXTENDS TO A DISTANCE OF 10 FEET PERPENDICULAR TO EACH SIDE OF THE SEWER LINE. INSTALL CONTROLLED LOW-STRENGTH MATERIAL (CLSM), “FLOWABLE FILL”, 150 PSI MAXIMUM MIX DESIGN WITHIN WATER PIPE ZONE AND TO 18” ABOVE THE SEWER LINE.
2. SERVICE LINE TAPS NOT ALLOWED IN ZONES 2 AND 3.
3. MAINTAIN 10 FEET HORIZONTAL SEPARATION AND 18 INCHES VERTICAL SEPARATION ABOVE SANITARY SEWER FORCE MAINS
4. CONSULT SNYDERVILLE BASIN WATER RECLAMATION DISTRICT FOR ADDITIONAL SANITARY SEWER RELATED REQUIREMENTS AND SEWER LINE MODIFICATIONS
5. ALL CULINARY WATER MAINS AND LATERALS SHALL BE INSTALLED ABOVER SEWER LINES UNLESS APPROVED BY THE PUBLIC UTILITIES ENGINEER AND UTAH DIVISION OF DRINKING WATER.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 5/2025 **REV.** 2	**WATER – SANITARY SEWER SEPARATION NOTES**	**STD. PLAN** **547-B**



SERVICEABLE SADDLE

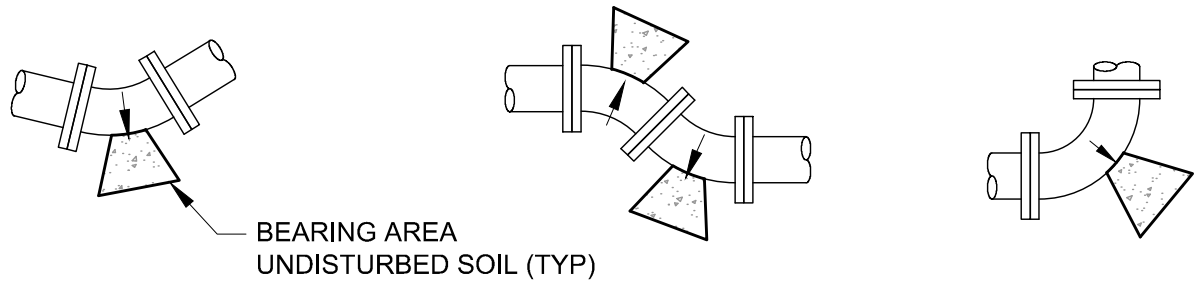
NONSERVICEABLE SADDLE

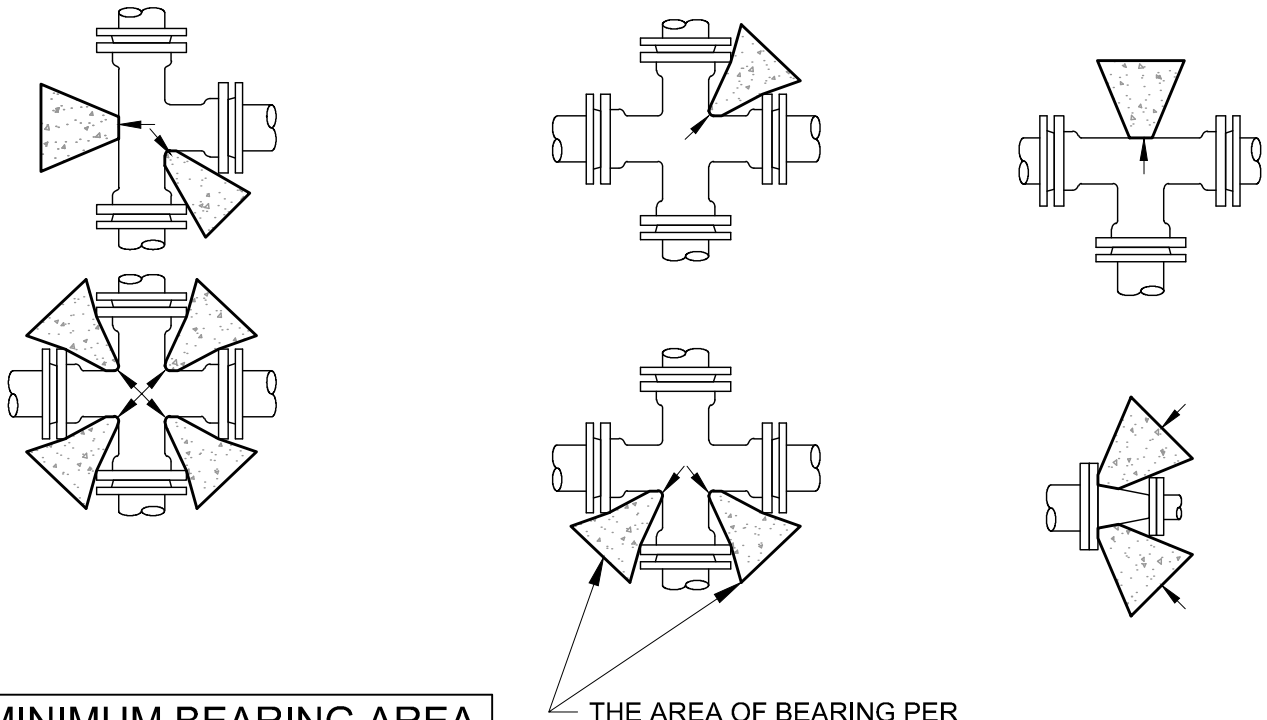
NOTES:

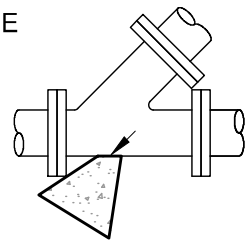
1. IF BOTH THE BRONZE SADDLE AND CORPORATION STOP ARE IN GOOD CONDITION:
   - A. THE CORPORATION IS TO BE SHUT OFF, DISCONNECTED FROM THE SERVICE LATERAL, AND INSPECTED FOR LEAKS
   - B. IF THE BRONZE SADDLE AND CORPORATION STOP ARE IN GOOD CONDITION AND DO NOT LEAK A BRASS END CAP IS TO BE INSTALLED ON THE CORPORATION STOP (¾" FORD CAP-24-3-NL, 1" FORD CAP-2-4-NL, OR FORD CAP 4-4-NL, 1 ½"-FORD CAP-2-6-NL OR FORD CAP-4-6-Q-NL) OR APPROVED EQUIVALENTS
   - C. APPLY WAX TAPE COATING SYSTEM TO SERVICE SADDLE BOLTS AND CORPORATION STOP (STD. PLAN 534.2)

2. A WATER SHUTDOWN AND INSTALLATION OF A STAINLESS-STEEL REPAIR CLAMP WILL BE MANDATORY IF, BUT NOT LIMITED TO:
   - A. THE SADDLE IS NOT BRONZE, IS IN POOR CONDITION, OR LEAKS
   - B. THE CORPORATION STOP LEAKS OR IS TAPPED DIRECTLY INTO THE WATER MAIN
   - C. THE SURFACE AREA OF THE WATER MAIN SURROUNDING THE TAP IS IN POOR CONDITION
   - D. APPLY WAX TAPE COATING SYSTEM TO THE ENTIRE STAINLESS STEEL REPAIR CLAMP, THE BAND, BOLTS, AND NUTS (STD. PLAN 534.2)

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 0	**¾" TO 2" SERVICE LINE ABANDONMENT**	STD. PLAN **548**







SIZE OF PIPE	MINIMUM BEARING AREA IN SQ. FT.				
	TEES, VALVES, DEAD ENDS	90° BENDS	45° BENDS	22 ½° BENDS	11 ¼° BENDS
4"	3.5	5	3	1.5	1
6"	7	10	5.5	3	1.5
8"	12.5	17	9.5	5	2.5
10"	18.5	26	14	7.5	3.8
12"	26	37	20	10	5
14"	35	49	26.5	13.5	7
16"	45	63	34	17.5	9

NOTE:

1. RESTRAINT SIZING IS BASED UPON A MAXIMUM OPERATING PRESSURE OF 150 PSI AND A TEST PRESSURE OF 250 PSI, AND A MINIMUM SOIL BEARING STRENGTH OF 2,000 PSF. OPERATING PRESSURES IN EXCESS OF 150 PSI OR SOILS WITH LESS THAN 2,000 POUND BEARING STRENGTH WILL REQUIRE SPECIAL DESIGN.
2. PIPE SIZE EXCEEDING 16" REQUIRES SPECIAL DESIGN.
3. SIDE WALLS OF THRUST BLOCK SHALL BE FORMED WITH VERTICAL SIDES.
4. DO NOT ENCASE ADJACENT FITTINGS AND BOLTS.
5. DO NOT THRUST AGAINST ADJACENT PIPES.
6. PLACE PE WRAP PRIOR TO INSTALLING BLOCKING.

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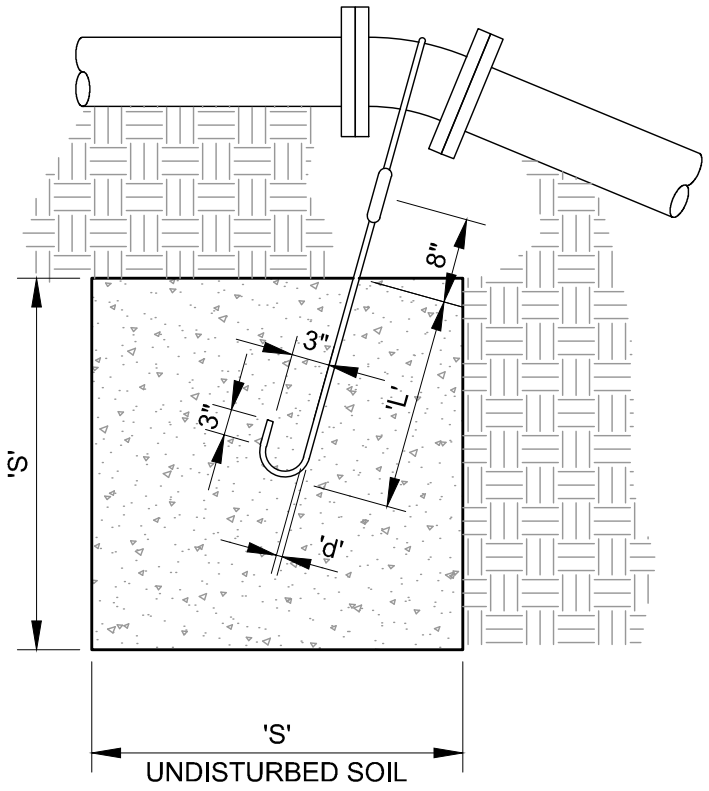
DIRECT BEARING THRUST BLOCK

561

TABLE OF DIMENSIONS

SIZE OF PIPE (NOMINAL DIAMETER)	VERTICAL BEND IN DEGREES	CONCRETE BLOCKING IN CUBIC FEET	'S' SIDE OF CUBE - FEET	'd' DIAMETER OF SHANK OR REBAR RODS - INCH	'L' DEPTH OF ROD IN CONCRETE - FEET
4"	11 1/4	9.5	2.2	5/8"	1.5
	22 1/2	19.0	2.7	5/8"	2.0
6"	11 1/4	20	2.7	5/8"	2.0
	22 1/2	40	3.4	5/8"	2.0
8"	11 1/4	34	3.3	5/8"	2.0
	22 1/2	68	4.1	5/8"	2.0
10"	11 1/4	51	3.8	5/8"	2.0
	22 1/2	102	4.7	3/4"	3.0
12"	11 1/4	72	4.2	5/8"	2.0
	22 1/2	143	5.3	3/4"	3.0
14"	11 1/4	97	4.6	7/8"	3.0
	22 1/2	193	5.8	7/8"	3.0
16"	11 1/4	125	5.0	7/8"	3.0
	22 1/2	249	6.3	7/8"	4.0



TYPE A RESTRAINT

FOR 11 ¼° - 22 ½° VERTICAL BENDS

NOTE:

1. RESTRAINT SIZING IS BASED UPON A MAXIMUM OPERATING PRESSURE OF 150 PSI AND A TEST PRESSURE OF 250 PSI, AND A MINIMUM SOIL BEARING STRENGTH OF 2,000 PSF. OPERATING PRESSURES IN EXCESS OF 150 PSI OR SOILS WITH LESS THAN 2,000 POUND BEARING STRENGTH WILL REQUIRE SPECIAL DESIGN.
2. PIPE SIZE EXCEEDING 16" REQUIRES SPECIAL DESIGN.
3. SIDE WALLS OF THRUST BLOCK SHALL BE FORMED WITH VERTICAL SIDES.
4. DO NOT ENCASE ADJACENT FITTINGS AND BOLTS.
5. DO NOT THRUST AGAINST ADJACENT PIPES.
6. APPLY WAX TAP COATING SYSTEM TO EXPOSED SHANK AND REBAR RODS, AWWA C217. SYSTEM TO INCLUDE FILLER MATERIAL, TAPE COATING, AND PROTECTIVE OUTER WRAP. DENSO N.A., TRENTON, OR APPROVED EQUAL.
7. SHANK AND REBAR MATERIALS SHALL BE EPOXY COATED AT LEAST 15 MILS THICK.
8. REINFORCEMENT SHALL BE DEFORMED STEEL, ASTM A 615. MINIMUM STRESS YIELD STRENGTH OF STEEL TIE-DOWN BARS IS 70,000 KSI.

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PARK CITY MUNICIPAL CORPORATION
WATER

DATE	TIE-DOWN THRUST RESTRAINTS	STD. PLAN
3/2014		562-A
REV.		
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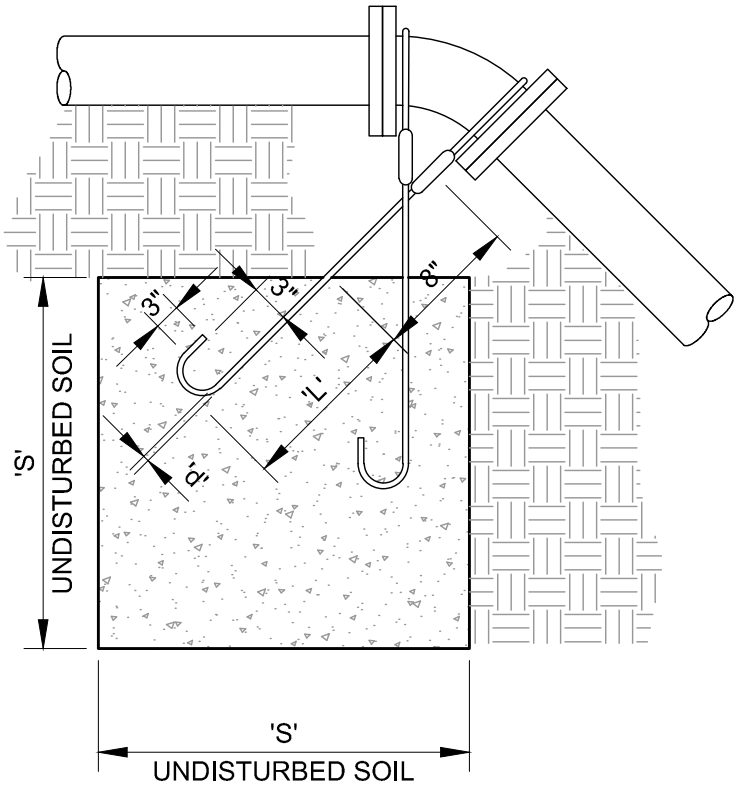

TYPE B RESTRAINT

FOR 45° VERTICAL BENDS

TABLE OF DIMENSIONS					
			'S'	'd'	'L'
SIZE OF PIPE (NOMINAL DIAMETER)	VERTICAL BEND IN DEGREES	CONCRETE BLOCKING IN CUBIC YARDS	SIDE OF CUBE - FEET	DIAMETER OF SHANK OR REBAR RODS - INCH	DEPTH OF ROD IN CONCRETE - FEET
4"	45	1.4	3.4	5/8" 5/8"	2.0
6"	45	2.8	4.3	5/8" 5/8"	2.5
8"	45	4.9	5.1	5/8" 5/8"	3.0
10"	45	7.3	5.9	5/8" 5/8"	4.0
12"	45	10.4	6.8	3/4" 3/4"	4.0
14"	45	14.0	7.3	3/4" 3/4"	4.0
16"	45	18.1	7.9	3/4" 3/4"	4.0

NOTE:

1. RESTRAINT SIZING IS BASED UPON A MAXIMUM OPERATING PRESSURE OF 150 PSI AND A TEST PRESSURE OF 250 PSI, AND A MINIMUM SOIL BEARING STRENGTH OF 2,000 PSF. OPERATING PRESSURES IN EXCESS OF 150 PSI OR SOILS WITH LESS THAN 2,000 POUND BEARING STRENGTH WILL REQUIRE SPECIAL DESIGN.
2. PIPE SIZE EXCEEDING 16" REQUIRES SPECIAL DESIGN.
3. SIDE WALLS OF THRUST BLOCK SHALL BE FORMED WITH VERTICAL SIDES.
4. DO NOT ENCASE ADJACENT FITTINGS AND BOLTS.
5. DO NOT THRUST AGAINST ADJACENT PIPES.
6. APPLY WAX TAP COATING SYSTEM TO EXPOSED SHANK AND REBAR RODS, AWWA C217. SYSTEM TO INCLUDE FILLER MATERIAL, TAPE COATING, AND PROTECTIVE OUTER WRAP. DENSO N.A., TRENTON, OR APPROVED EQUAL.
7. SHANK AND REBAR MATERIALS SHALL BE EPOXY COATED AT LEAST 15 MILS THICK.
8. REINFORCEMENT SHALL BE DEFORMED STEEL, ASTM A 615. MINIMUM STRESS YIELD STRENGTH OF STEEL TIE-DOWN BARS IS 70,000 KSI.

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	TIE-DOWN THRUST RESTRAINTS	STD. PLAN
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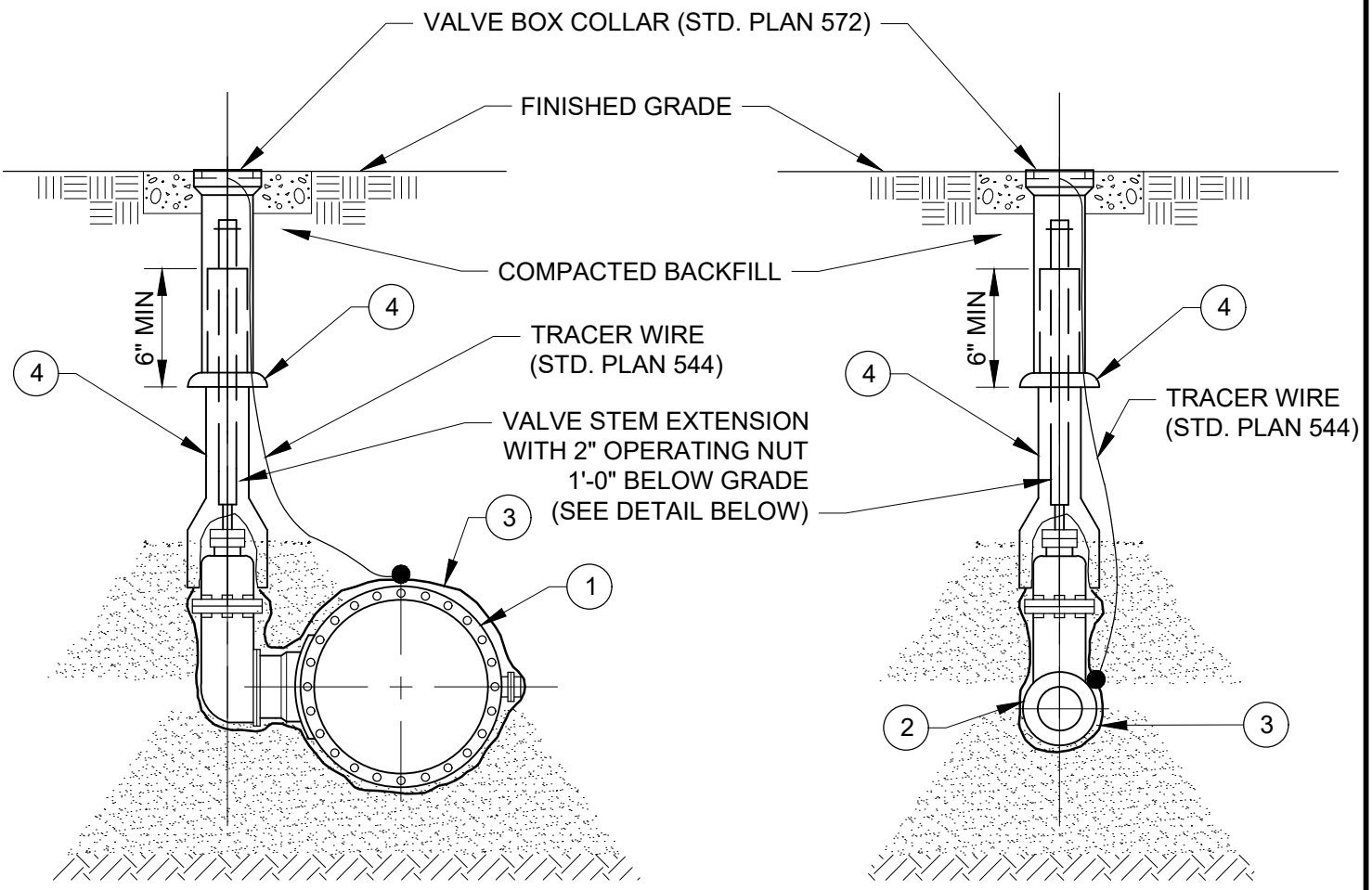
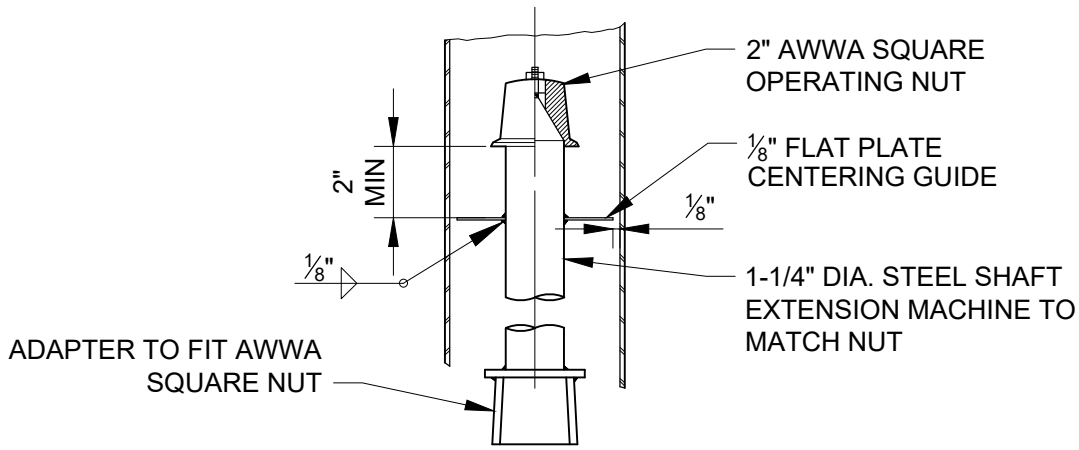
REV.		
0		



BUTTERFLY VALVE

GATE VALVE



VALVE STEM EXTENSION

NOTES:

1. VALVE STEM EXTENSIONS ARE ONLY TO BE USED WHEN THE VALVE IS GREATER THAN 8' DEEP
2. REFER TO STD. PLAN 570 S FOR LEGEND ITEMS, APPROVED PARTS LIST, AND DETAIL NOTES.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**BURIED VALVE AND VALVE BOX**	STD. PLAN **570**

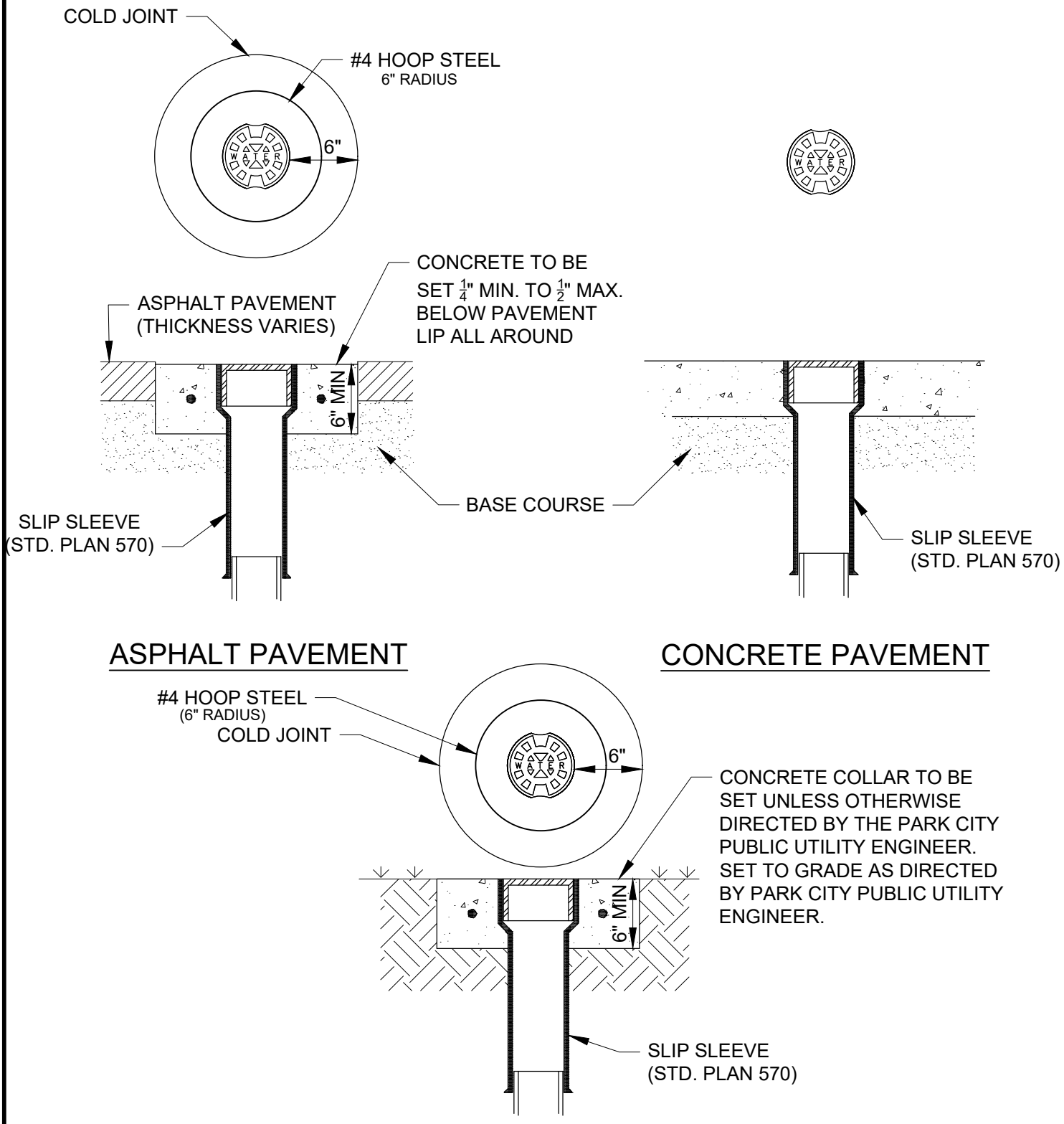
LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	BUTTERFLY VALVE, NRS, AWWA C504 CLASS 250B, 250 PSI, SST BONNET BOLTS, FLANGED END CONNECTIONS	MUELLER	LINESEAL XPII, 5227 SERIES OR APPROVED EQUAL
②	GATE VALVE, NRS, AWWA C509, 250 PSI, SST BONNET BOLTS, END CONNECTIONS PER FOLLOWING: ON TEES: FLG x FLG IN-LINE VALVES: MJ x MJ OTHERS: MJ x MJ, OR PER DESIGN	MUELLER	SERIES 2360 OR APPROVED EQUAL
③	POLYETHYLENE ENCASEMENT, HIGH DENSITY CROSS LAMINATED (HDCL) POLYETHYLENE FILM, AWWA C105 & AWWA C703E METHOD C	CHRISTY'S OR APPROVED EQUAL	AWWA C703E METHOD C (4 MIL)
④	VALVE BOX, CAST IRON, TWO PIECE, SLIP TYPE WITH CAST IRON DROP-IN COVER MARKED AS FOLLOWS: ISOLATION VALVE: "WATER" BUTTERFLY VALVE: "BFV" IRRIGATION: "IRRIG" FIRE LINE VALVE: "FIRE" VALVE BOX RISER: LIMIT ONE PER VALVE BOX	D&L SUPPLY OR APPV'D EQUAL	BOX AND LID: M-8042 RISER: M-8049 THRU M-8055 EXTENSION: M-8070

DETAIL NOTES

1. VALVES TO BE RATED FOR WORKING AND TEST PRESSURE OF WATER MAIN
2. PROVIDE FUSION BONDED EPOXY COATING ON GATE VALVE AND BUTTERFLY VALVE INTERIOR AND EXTERIOR
3. PROVIDE 316 SST BOLTS AND NUTS WITH ANTI-SEIZE LUBRICANT ON FLANGED CONNECTIONS
4. DO NOT LOCATE VALVE AND VALVE BOX WITHIN CURB OR GUTTER
5. CENTER VALVE BOX ON VALVE OPERATING NUT
6. SET VALVE BOX PLUMB WITHOUT DEFLECTIONS IN VALVE BOX JOINTS
7. PROVIDE ADDITIONAL SLIP BASE FOR VALVE BOX ON 7' BURY WATER MAIN
8. APPLY WAX TAPE COATING SYSTEM TO VALVE BONNET BOLTS AND ALL OTHER BURIED BOLTS AND NUTS, AWWA C217. SYSTEM TO INCLUDE FILLER MATERIAL, TAPE COATING, AND PROTECTIVE OUTERWRAP. DENSO NORTH AMERICA, TRENTON, OR APPROVED EQUAL (STD. PLAN 534)

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 02/2024 **REV.** 1	**BURIED VALVE AND VALVE BOX**	**STD. PLAN** **570 S**



PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 5/2025 REV. 2	**VALVE BOX COLLAR**	STD. PLAN **572**

GENERAL NOTES

1. ALL WORK SHALL CONFORM TO PARK CITY DESIGN STANDARDS, CONSTRUCTION SPECIFICATIONS, AND STANDARD DRAWINGS.

2. SUBMIT SHOP DRAWINGS TO DESIGN ENGINEER AND CITY ENGINEER FOR APPROVAL PRIOR TO CONSTRUCTION. INCLUDE MECHANICAL, STRUCTURAL, ELECTRICAL AND INSTRUMENT DRAWINGS IDENTIFYING CONDUIT, CONDUCTOR, CABLE, SIZE AND ROUTINGS FOR POWER, GROUNDING, INSTRUMENTATION, AND CONTROLS, OPENINGS, PIPE, VALVES, HATCH, AND ALL VAULT COMPONENTS.

3. VAULT BACKFILL: STRUCTURAL FILL MATERIAL COMPACTED TO 95% MINIMUM OF MODIFIED PROCTOR DENSITY.

4. DUCTILE IRON PIPE, FITTINGS, COUPLERS, FLANGES, ETC. SHALL BE IN ACCORDANCE WITH AWWA C153, C111, AND C110 AND RATED FOR A MINIMUM 250 PSI WORKING PRESSURE.

5. FLANGED JOINTS: 125 LB FLANGES, ANSI/AWWA C115/A21.15. "FULL FACE FLANGE-TYTE" GASKET OR "RING FLANGE-TYTE" GASKET (OR PRE-APPROVED EQUAL). GASKETS TO BE HIGH-PERFORMANCE TYPE, 1/8" THICK, AND HAVE AT LEAST (3) BULB TYPE RINGS MOLDED INTO BOTH GASKET FACES, ANSI/AWWA C110/A21.11.

6. FITTINGS: FULL BODY AWWA C110. NO COMPACT FITTINGS. DOMESTIC "MADE IN USA".

7. DUCTILE IRON PIPE AND FITTINGS: UNCOATED. PRIME AND PAINT WITH NSF APPROVED HIGH SOLIDS EPOXY PAINT, TNEMEC POTA-POX N140 OR PRE-APPROVED EQUAL. HIGH PRESSURE SIDE, LIGHT BLUE. LOW PRESSURE SIDE, OFF WHITE.

8. ALL VALVES INSIDE VAULT SHALL BE RATED FOR 250 PSI WORKING PRESSURE, OR HIGHER IF REQUIRED FOR PROJECT.

9. VAULT SHALL BE PRECAST CONCRETE. APPROVAL MUST BE GIVEN TO USE CAST IN PLACE CONCRETE. VAULT SHALL BE DESIGNED FOR HS-20 LOADING. THE LOCATION OF THE PRECAST JOINTS MUST BE APPROVED. SITE SPECIFIC APPROVAL REQUIRED.

10. SEAL ALL JOINTS WITH PREFORMED FLEXIBLE SEALANT CONFORMING TO ASTM C990, AND WRAP WITH EXTERNAL JOINT SEALANT MEETING ASTM C877. FILL JOINTS INSIDE VAULT WITH CAULK OR GROUT.

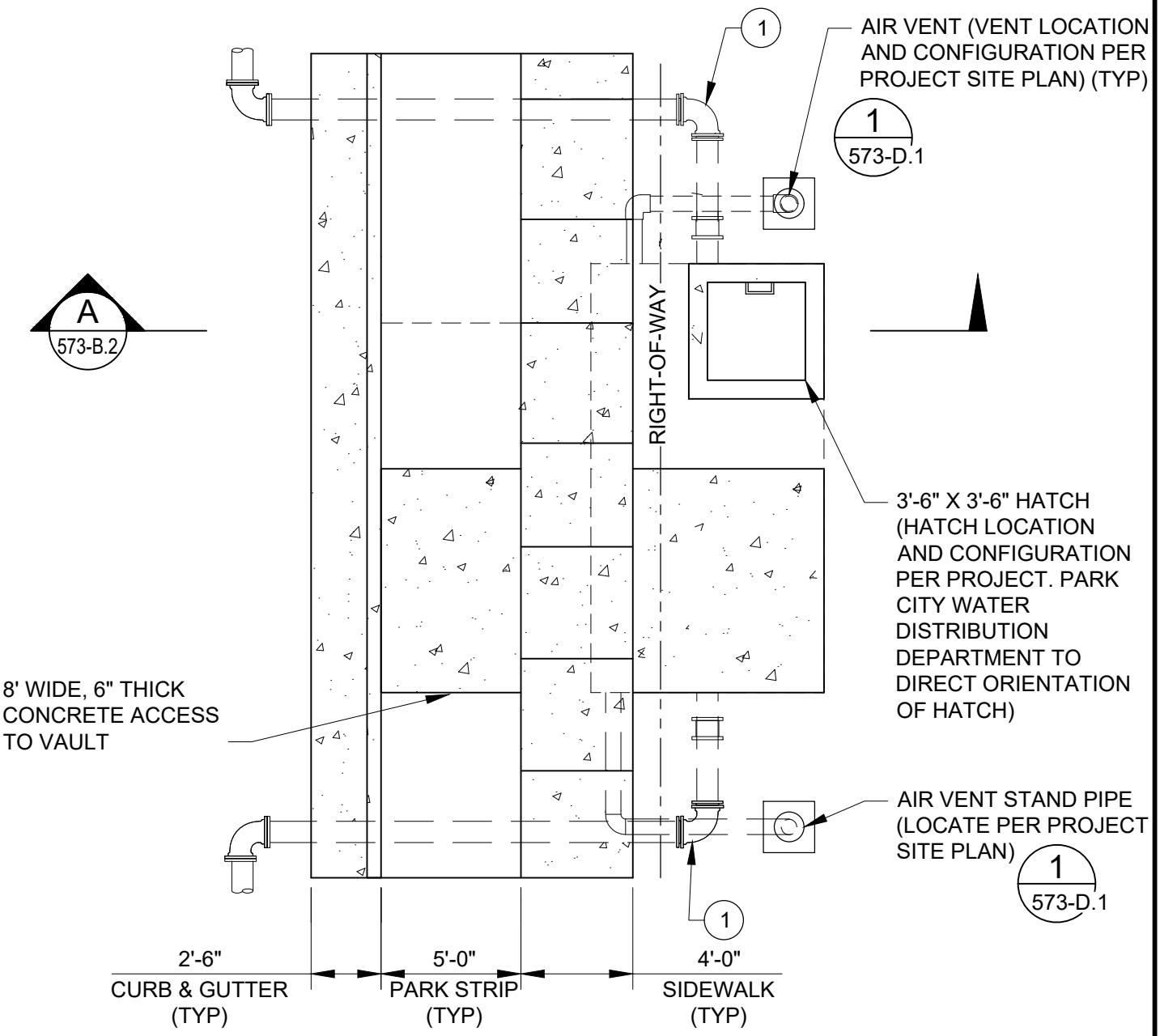
11. PROVIDE (2) 8 HR DAYS FOR TESTING, STARTUP, AND TRAINING FOR PRV VALVES WITH MANUFACTURER REPRESENTATIVE.

12. SEAL ALL VAULT PENETRATIONS WITH HYDROPHILIC NON-SHRINK GROUT.

13. 36" MINIMUM LANDSCAPE CLEARANCE AROUND HATCH REQUIRED.

14. 24" CLEAR, CONVENIENT AND UNINHIBITED ACCESS PATH REQUIRED TO HATCH.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 10/2020 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-A**



VAULT LOCATION PLAN

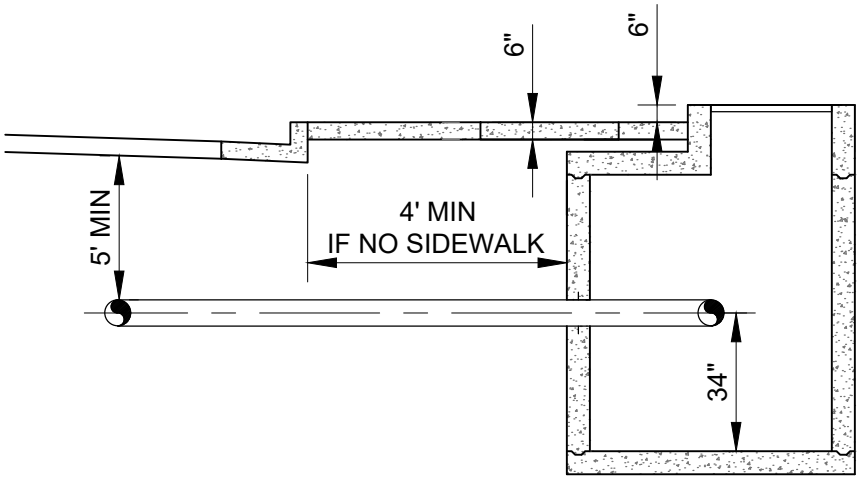
NTS

NOTES:

1. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STD. PLAN 573-C.3 AND C.4.

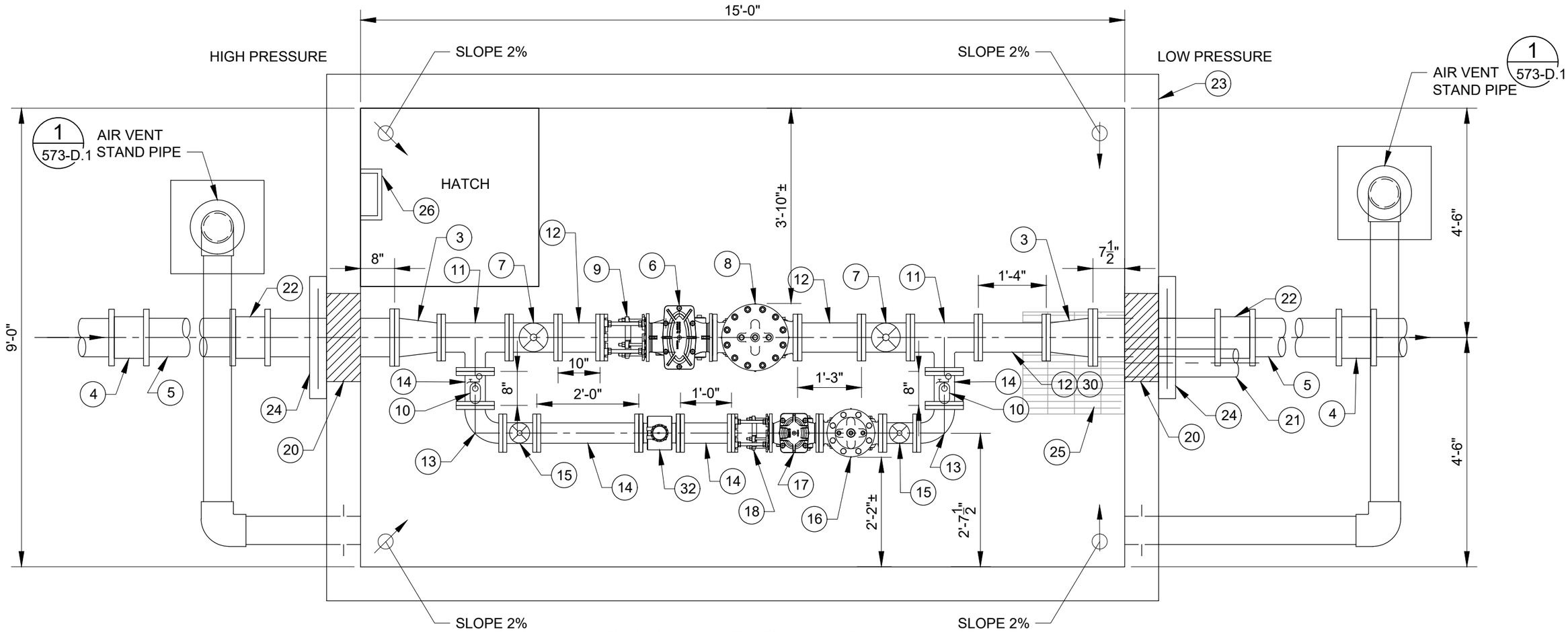
2. SITE SPECIFIC APPROVAL REQUIRED. NEW EASEMENTS WILL BE REQUIRED IF VAULT IS LOCATED OUTSIDE OF PROPERTY LINE.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-B.1**



VAULT SECTION A
NTS 573-B.1

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-B.2**



BASIC VAULT - PLAN VIEW

SCALE: 1/2" = 1'-0"

1 0 2 4

SCALE IN FEET

NOTE:

1. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STANDARD PLAN 573-C.3 AND C.4.
2. SEE PROJECT SITE PLAN FOR ACTUAL LOCATION OF VENT STAND PIPES, HATCH, SUMP, AND HIGH/LOW PRESSURE SIDES.

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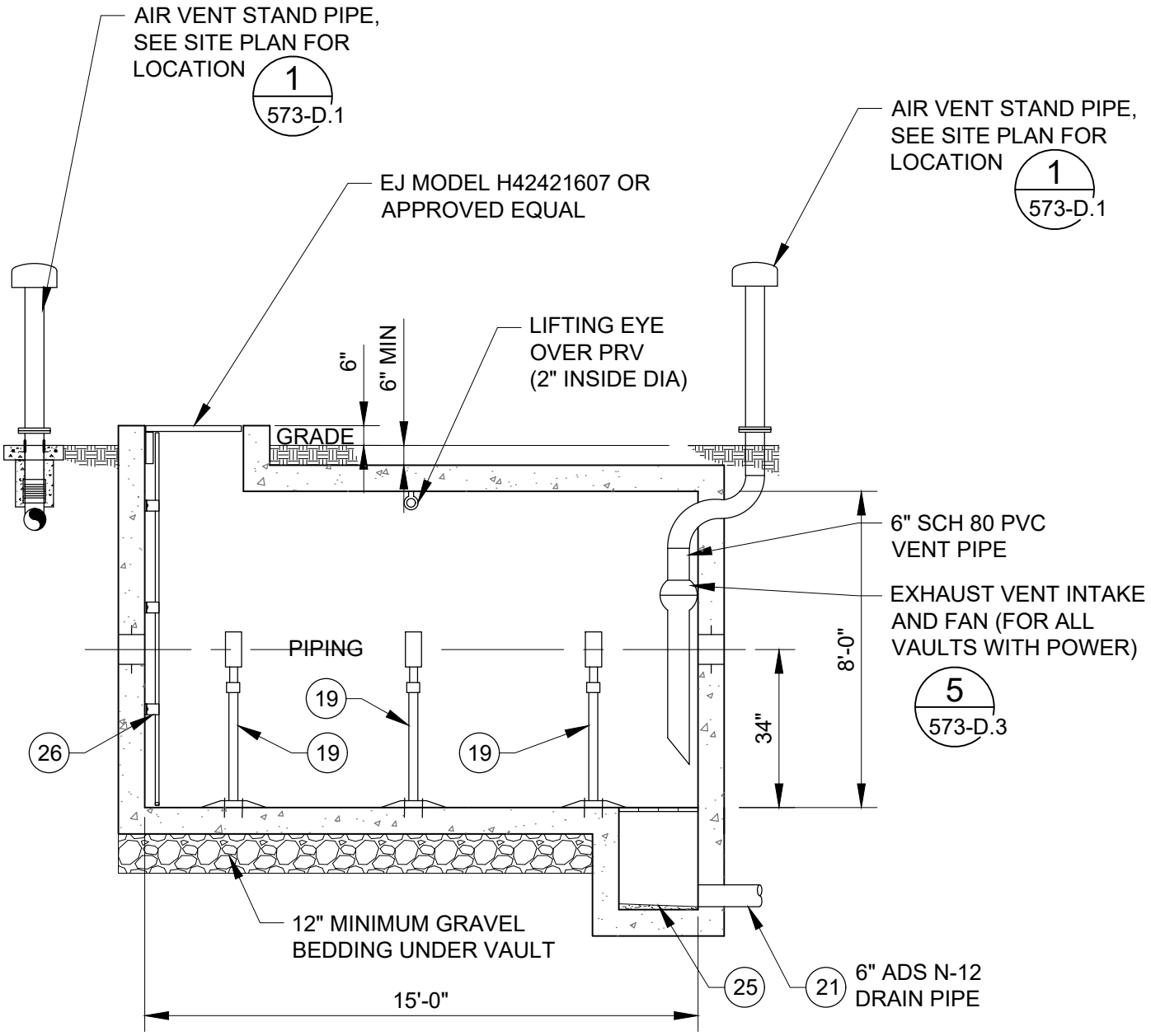
PRESSURE REDUCING VALVE VAULT

STD. PLAN

573-C.1



VAULT SECTION B
NTS
573-C.1

NOTES:
1. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STD. PLAN 573-C.3 AND C.4.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-C.2**

MATERIAL LIST

ITEM	PRESSURE REDUCING VALVE VAULT
1	INSTALL WATER MAIN WITH DI BENDS AS REQUIRED WITH RETAINER GLANDS AND THRUST BLOCKS
2	INSTALL RESILIENT SEAT VALVE, FL X MJ, W/ TEE AND RETAINER GLANDS AND TRUST BLOCKS ON EXISTING WATER MAIN, SEE STD PLAN 570
3	8"x6" DI REDUCER FL X FL
4	DI WATER MAIN, USE FLEXIBLE OR DUCTILE IRON MJ SLEEVES (POWERSEAL MODEL 3506 POWERMAX OR EQUAL) AS NECESSARY TO LEVEL EXISTING LINES
5	DUCTILE IRON PIPE (EXISTING PIPE SIZE)
6	6" CLA-VAL X 43 H (H STYLE STRAINER), FLANGED ENDS, 10 MESH SCREEN, CAGE SUPPORT, AND O-RING
7	6" RESILIENT WEDGE GATE VALVE, FL X FL WITH HAND WHEEL
8	6" PRESSURE REDUCING VALVE, CLA-VAL MODEL 92-01, FLANGE X FLANGE WITH MICRO-SWITCH (PRESSURE SUSTAINING VALVE IS REQUIRED UNLESS NOTED OTHERWISE) ALL BALL VALVES, WYE STRAINERS, PILOT CONTROLS, TRIM, SPEED CONTROLS AND ALL METALLIC INTERNAL COMPONENTS ARE TO BE STAINLESS STEEL. STAINLESS STEEL ANTI-CAVITATION MAY BE REQUIRED DEPENDING ON PRESSURE DIFFERENTIAL
9	6" DISMANTLING JOINT, ROMAC DJ 400, OR EQUAL
10	1" AIR VALVE AND PRESSURE TREE. SEE STD PLAN 573-D.1.
11	6"x6"x4" FL DI TEE
12	6" DI FL SPOOL
13	4" DI FL 90° BEND
14	4" DI FL SPOOL
15	4" RESILIENT WEDGE GATE VALVE, FLxFL WITH HAND WHEEL
16	4" PRESSURE REDUCING VALVE, CLA-VAL MODEL 92-01, FLANGE X FLANGE, (PRESSURE SUSTAINING VALVE IS REQUIRED UNLESS NOTED OTHERWISE) ALL BALL VALVES, WYE STRAINERS, PILOT CONTROLS, TRIM, SPEED CONTROLS AND ALL METALLIC INTERNAL COMPONENTS ARE TO BE STAINLESS STEEL. STAINLESS STEEL ANTI-CAVITATION TRIM MAY BE REQUIRED DEPENDING ON PRESSURE DIFFERENTIAL
17	4" CLA-VAL X 43H (H STYLE STRAINER), FLANGED ENDS, 10 MESH SST SCREEN, CAGE SUPPORT, AND O-RING
18	4" DISMANTLING JOINT, ROMAC DJ 400, OR EQUAL

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PARK CITY MUNICIPAL CORPORATION
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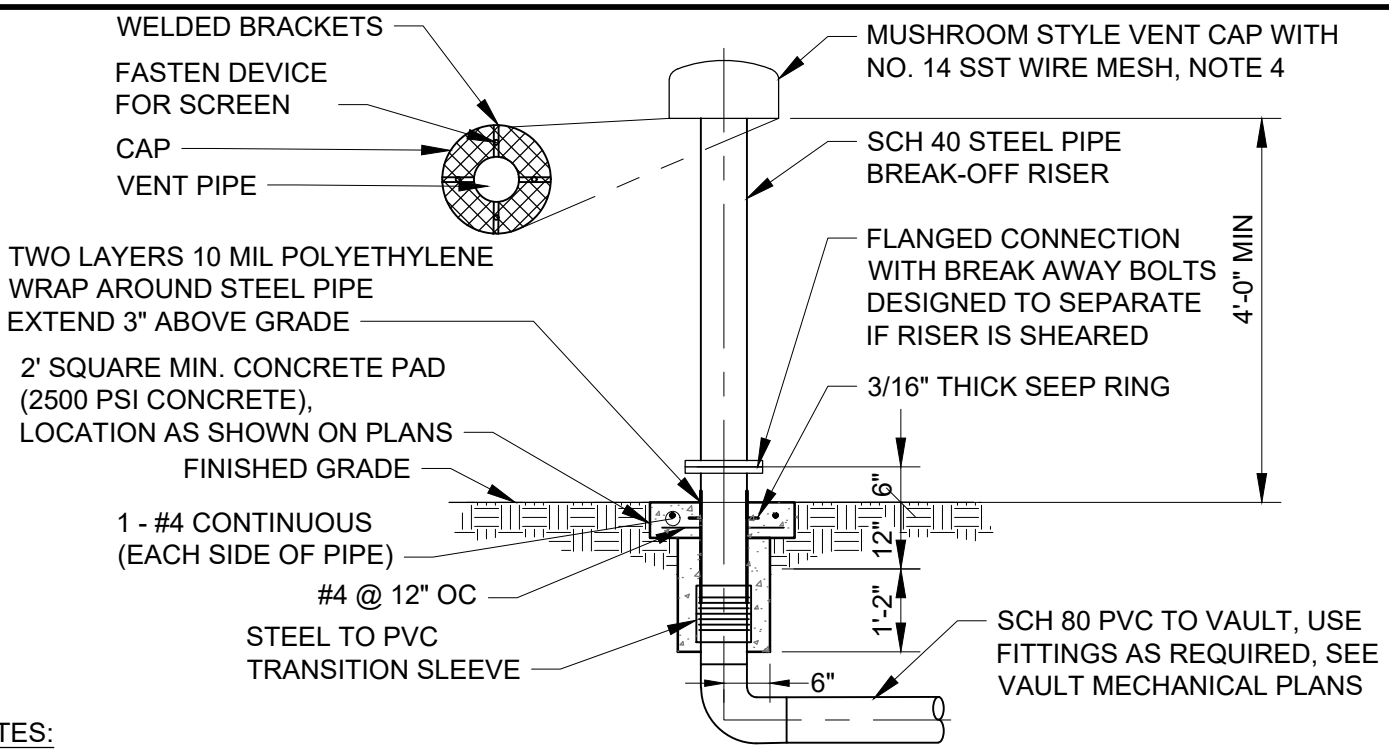
DATE	PRESSURE REDUCING VALVE VAULT	STD. PLAN
03/2024		573-C.3
REV.		
2		

MATERIAL LIST (CON'T)

ITEM	PRESSURE REDUCING VALVE VAULT
19	2" STEEL PIPE SUPPORT STAND, ADJUSTABLE (3 REQUIRED ON 6" PIPE SYSTEM, 3 REQUIRED ON 4" PIPE SYSTEM), SEE STD. PLAN 578
20	CORE DRILL OPENING WITH LINK-SEAL PIPE-TO-WALL SEAL. TYPICAL ON ALL OPENING. FILL OUTSIDE OPENINGS WITH NON-SHRINK GROUT AND CAULK
21	DRAIN SUMP, PIPE TO DAYLIGHT WITH DRAIN PIPE AND #4 SST RODENT PROTECTION SCREEN ON END OF PIPE. ROUTE AS SHOWN ON SITE PLAN. IF NO PIPE-TO-DAYLIGHT OPTION IS AVAILABLE, INSTALL A SUMP PUMP. CITY APPROVAL IS REQUIRED FOR A SUMP PUMP. SEE STD. PLAN 573-D.2
22	8" MJ SOLID SLEEVE, MEGA-LUG RESTRAINTS WITH CORE-TEN BOLTS
23	VAULT IN ACCORDANCE WITH 573-A AND 573-B A. PRECAST CONCRETE VAULT RATED FOR HS-20 LOADING. MAY BE CAST IN PLACE PER CITY APPROVAL. PROVIDE STAMPED STRUCTURAL DRAWINGS B. WATERPROOF OUTSIDE WALLS AND TOP SLAB PER IBC CODE FOR BURIED FOUNDATIONS
24	MECHANICAL JOINT DUCTILE IRON RETAINER GLAND WITH CONCRETE THRUST BLOCK, REINFORCE CONCRETE WITH (4) #4 EACH SIDE OF PIPE.
25	30"x30"x30" SUMP. FRP GRATING, 1-1/2" THICK MIN. AND RATED FOR 300 LB/FT PEDESTRIAN TRAFFIC.
26	VAULT LADDER, SEE DETAIL 7 ON 573-D.4
27	3" PRESSURE RELIEF VALVE, CLA-VAL MODEL 50A-01 BKCX WITH MOUNTED LIMIT SWITCH OR MICRO SWITCH WITH SCADA CONNECT FOR "OPEN" ALARM CONDITION, SEE STD. PLAN 573-D.2
28	IN-LINE GAUGE PRESSURE TRANSMITTER, ROSEMOUNT MODEL 3051TG 800 PSI ASSEMBLED TO INTEGRAL, 2-VALVE, ROSEMOUNT 306 MANIFOLD. SEE STD. PLAN 573-D.1. 4-20 MA ANALOG
29	6"x6"x3" DI TEE FLANGE X FLANGE X FLANGE
30	6" DI PIPE. IF VAULT HAS POWER, THIS ITEM SHALL BE REPLACED WITH ITEMS 29 AND 27.
31	SUMP PUMP: 2" SUMP PUMP, TSURUMI MODEL HSZ2.4S-62 OR EQUAL. SUMP PUMP REQUIRED IF DRAIN TO DAYLIGHT NOT AVAILABLE, SEE STD. PLAN 573-D.2
32	4" SIEMENS MAGNETIC FLOW METER, 5100 W



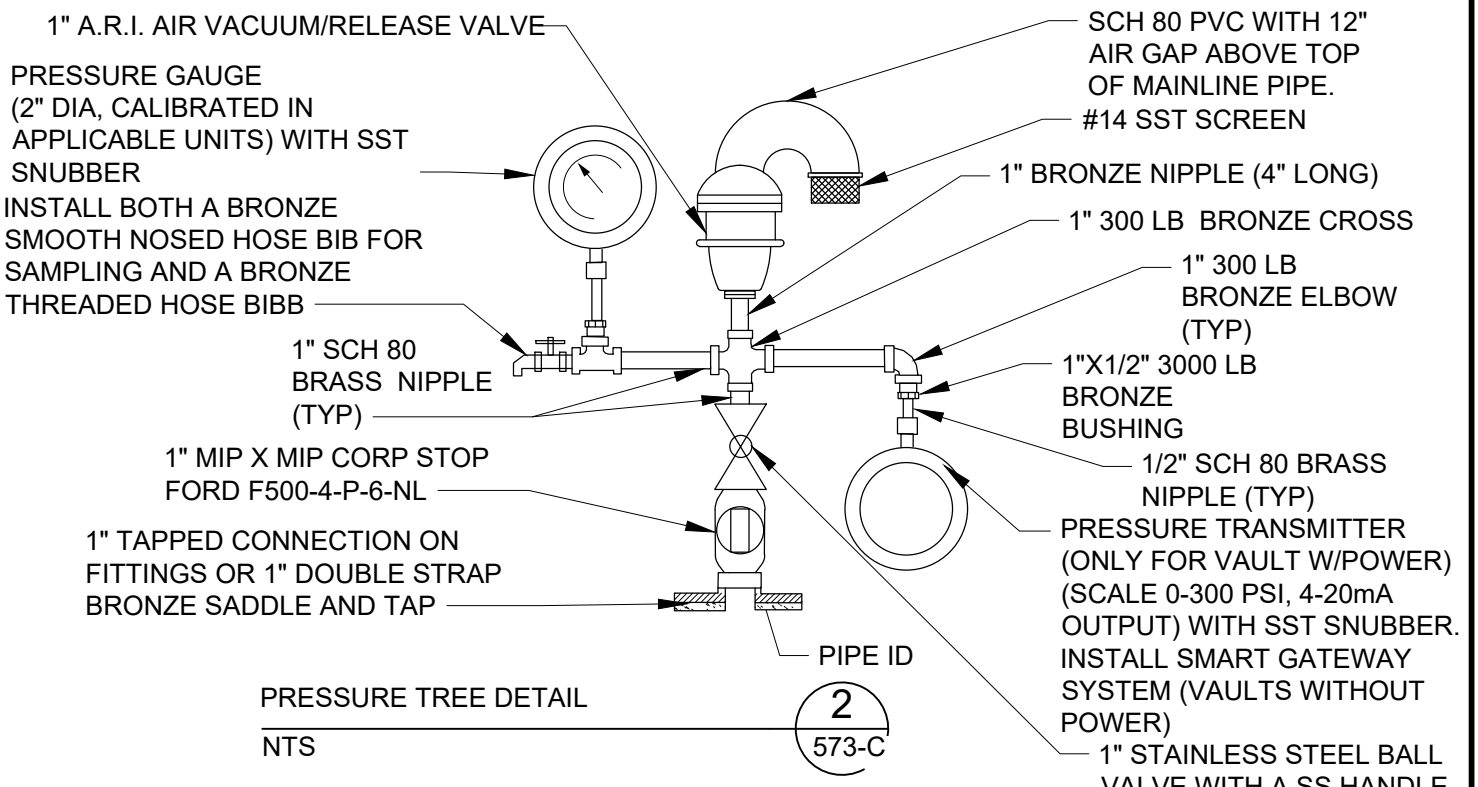
NOTES:

1. WELD ALL STEEL FITTINGS EXCEPT MATCHING BOLT ON FLANGE.
2. ALL ABOVE GRADE STEEL PIPING SHALL BE CORE-TEN BARE STEEL.
3. VENT CAP SHALL BE 12" DIA FOR 6" VENT PIPE. OTHER SIZES SHALL BE PROJECT SPECIFIC.
4. STEEL WALL PIPE WITH SEEP RING SHALL BE CAST IN VAULT FOR VENT PIPES INSTALLED ON TOP OF VAULTS.

AIR VENT STAND PIPE

NTS

1
573-B, 573-C



PRESSURE TREE DETAIL

NTS

2
573-C

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	STD. PLAN
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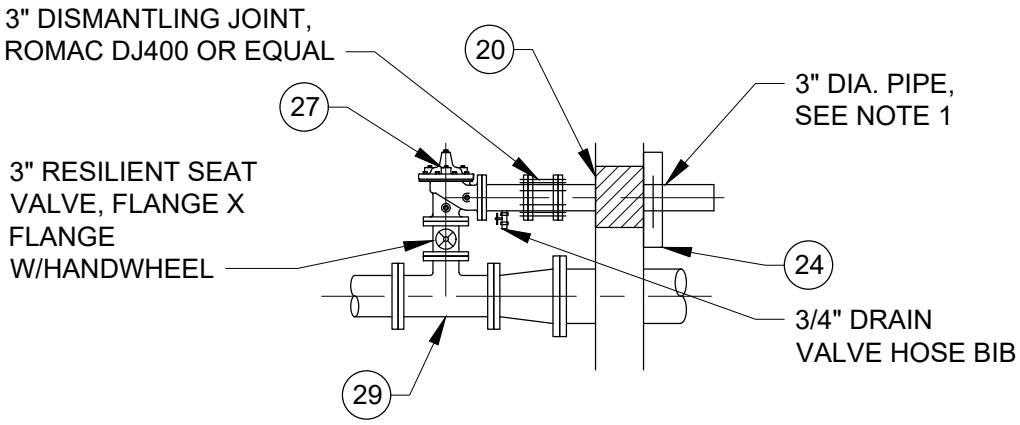
REV.	
2	

PRESSURE REDUCING VALVE VAULT

573-D.1



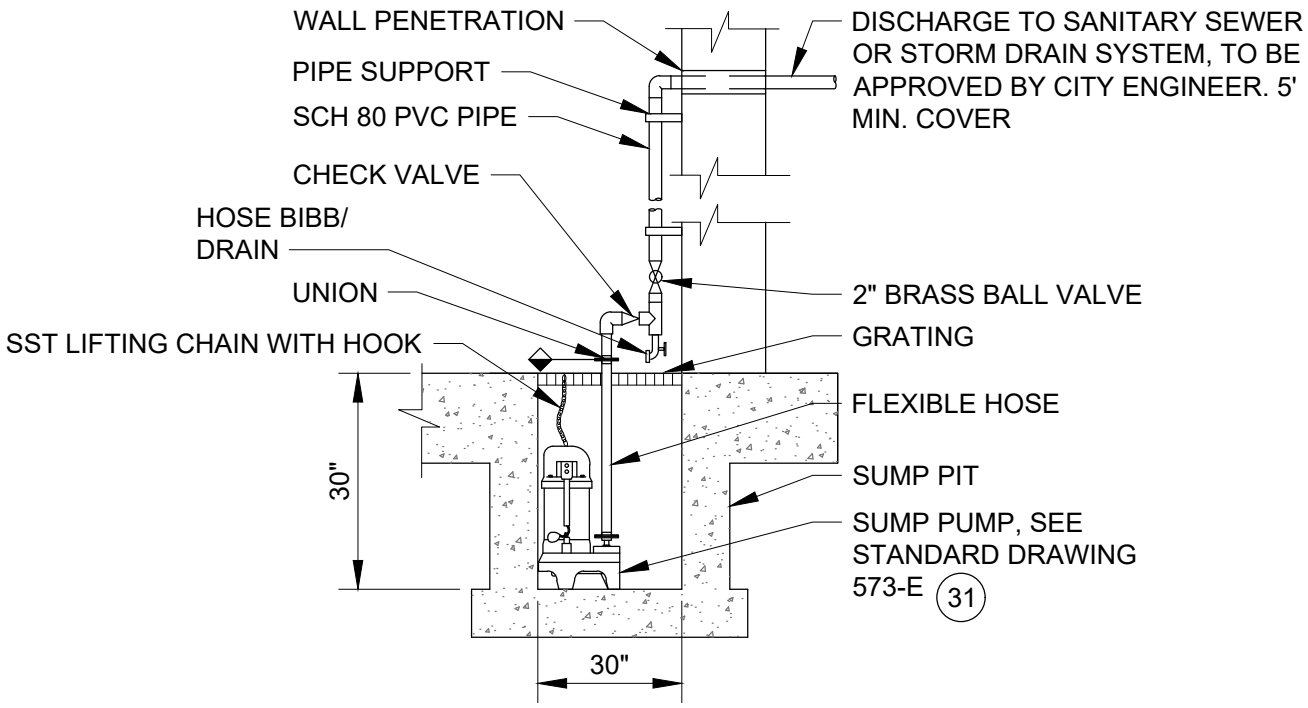
NOTES:

1. ROUTE TO NEAREST APPROVED DISCHARGE LOCATION WITH 12" AIR GAP AND #4 SST MESH SCREEN BETWEEN FLANGES AND EROSION CONTROL. ALL FITTINGS MUST BE FLANGED OR RESTRAINED. 5' MIN COVER.

2. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STD. PLAN 573-C.3 AND C.4

3" PRESSURE RELIEF VALVE DETAIL — 3 / 573-C

NTS



NOTES:

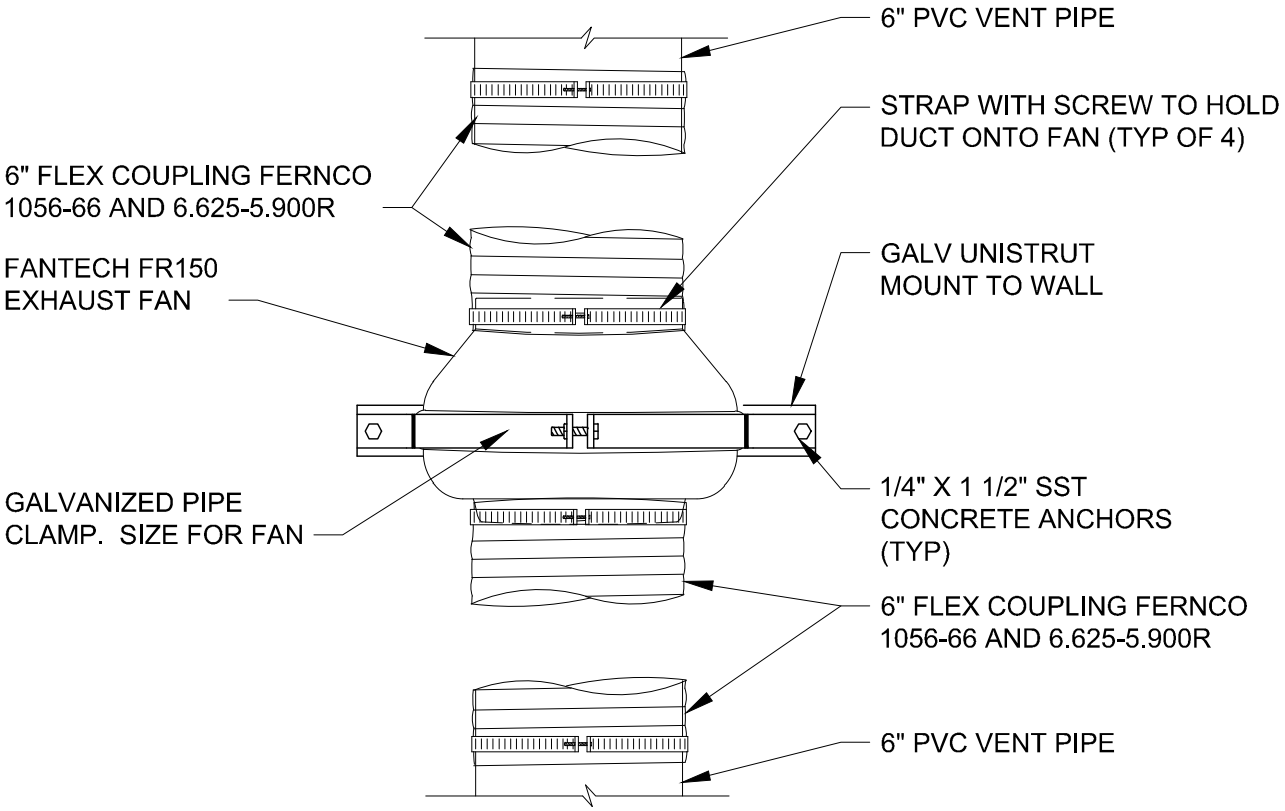
1. SUMP PUMP AND DISCHARGE PIPING SHALL NOT BE USED UNLESS SPECIFICALLY APPROVED BY THE CITY. SUMP SHALL DRAW TO DAYLIGHT UNLESS OTHERWISE APPROVED.

2. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STD. PLAN 573-C.3 AND C.4

TYPICAL SUMP SECTION DETAIL — 4 / 573-C

NTS

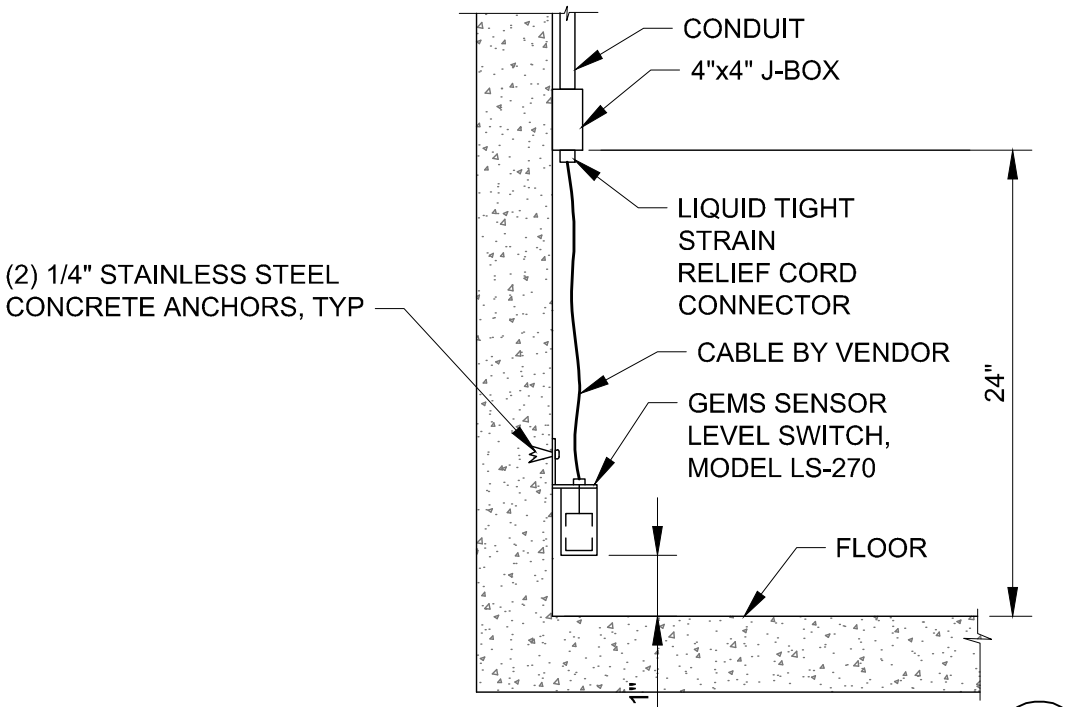
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-D.2**



IN-LINE EXHAUST FAN DETAIL 5

NTS

573-C, 573-E

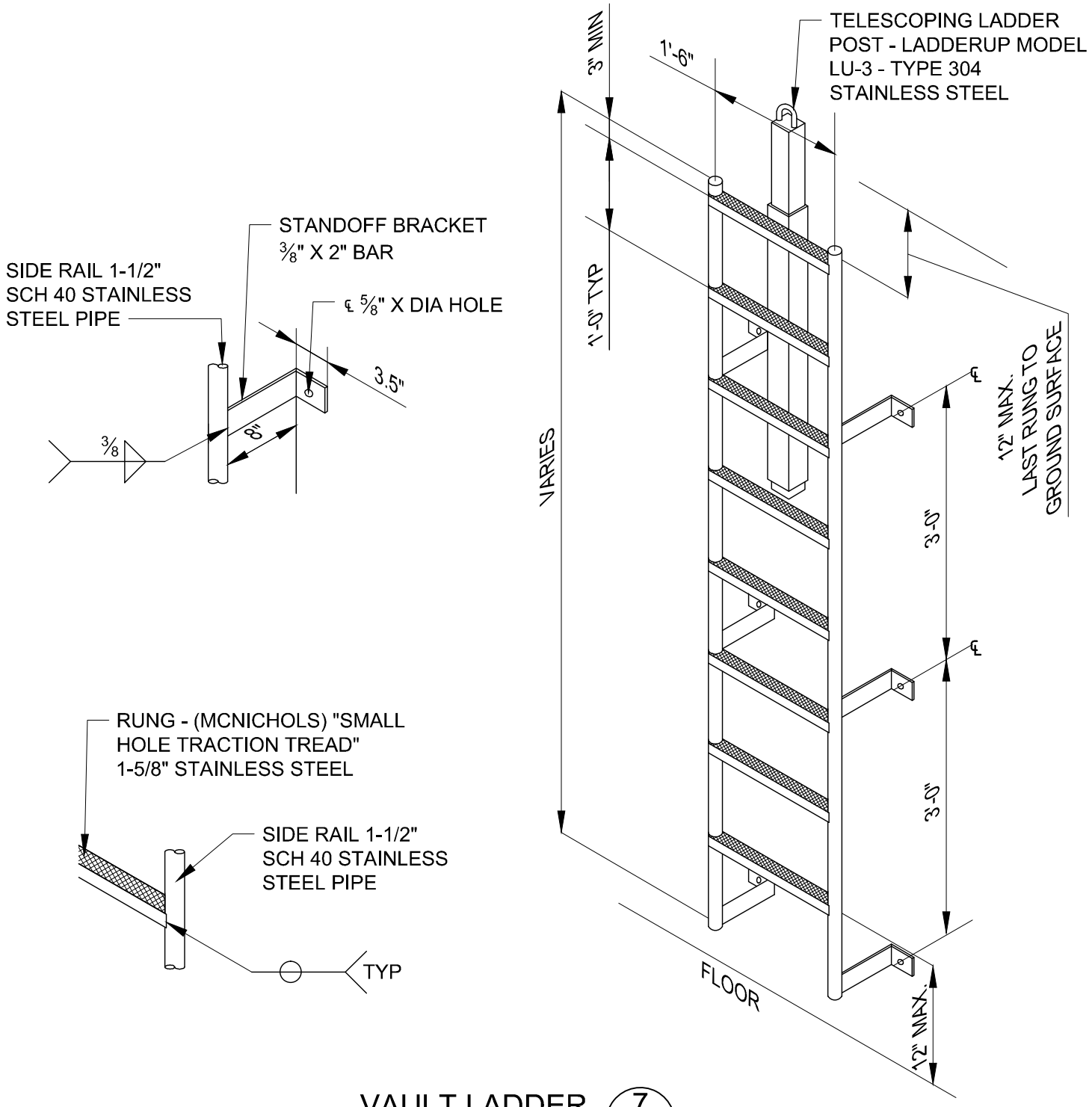


FLOOD SWITCH INSTALLATION DETAIL 6

NTS

573-E

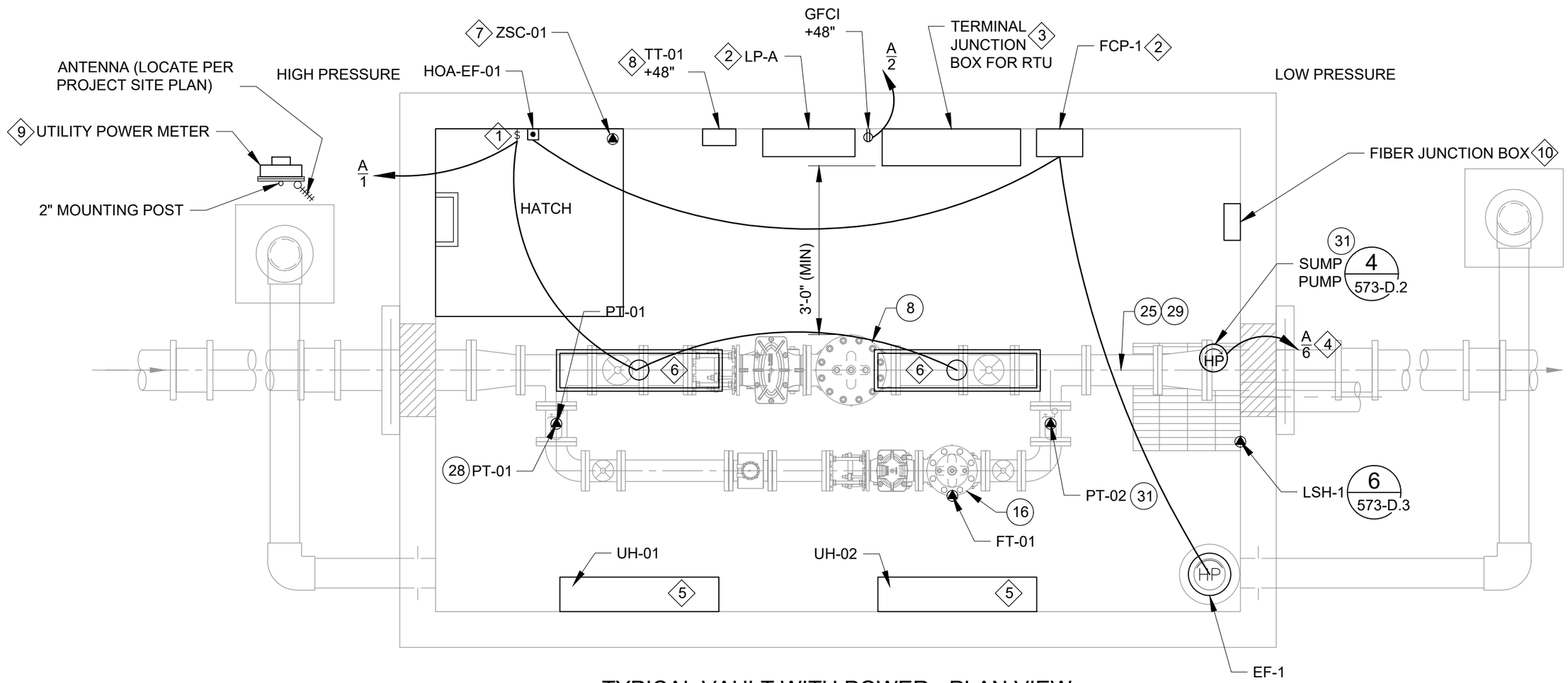
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-D.3**



VAULT LADDER 7
NTS 573-C

NOTE:
1. LADDER, ANCHORS, AND BOLTS TO BE STAINLESS STEEL

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-D.4**



TYPICAL VAULT WITH POWER - PLAN VIEW

SCALE: 1/2" = 1'-0"

1 0 2 4

SCALE IN FEET

NOTES:

1. SEE STD. PLAN 573-E.3 FOR (#) KEYED ITEMS.
2. FOR GENERAL NOTES, SEE STD. PLAN 573-A, AND FOR (#) KEYED ITEMS, SEE STD. PLAN 573-C.3 AND C.4
3. SEE STD. PLAN 573-E.2 FOR PANEL SCHEDULE.
4. SEE STD. PLANS 573-E.4 AND 573-E.5 FOR ONE LINE DIAGRAMS.

PARK CITY MUNICIPAL CORPORATION
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PRESSURE REDUCING VALVE VAULT

STD. PLAN

573-E.1

PANEL SCHEDULE LP-A

LOCATION: IN VAULT	MFGR: CULTER HAMMER OR EQUAL	100 AMPS	VOLTS: 120/240
DIMENSIONS: SIZE BY CONTRACTOR	TYPE: PANELBOARD	M.L.O.	PHASE: 1
MOUNTING: SURFACE	NEMA: 3R	50 M.C.B.	WIRES: 3
FEED: TOP		10000 A.I.C.	

					PHASE LOADS							
BRKR		DESCRIPTION	CONT. WATTS	N-CONT. WATTS	NO	A		B		NO	N-CONT. WATTS	CONT. WATTS	DESCRIPTION	BRKR	
A	P					CONT.	N-CONT.	CONT.	N-CONT.					A	P
20	1	LIGHTS		148	1	0	328			2	180		OUTLETS	15	1
20	1	RTU		500	3			0	1246	4	746		SUMP PUMP OUTLET	20	1
20	2	UNIT HEATER (UH-1)	1000		5	500	0	500	0	6	560		FAN CONTROL PANEL	20	1
20	2	UNIT HEATER (UH-2)	1000		7	500	0	500	0	8			SPARE	20	1
20	1	SPARE			9	0	0			10			SPARE	20	1
20	1	SPARE			11			0	0	12			SPACE		
		SPACE			13	0	0			14			SPACE		
		SPACE			15			0	0	16			SPACE		
		SPACE			17					18			SPACE		
TOTAL WATTS:			2000	648		1,000	328	1,000	1246		1,486	0			

CONTINUOUS LOAD:	2000
CONTINUOUS LOAD *125%:	2,500
NON-CONTINUOUS LOAD:	2,134
DESIGN WATTS:	4,634
MIN. RATING (AMPS):	13

PARK CITY MUNICIPAL CORPORATION
WATER

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PRESSURE REDUCING VALVE VAULT

573-E.2

PANEL NOTE:

1. INSTALL WEATHERPROOF LIGHT SWITCH AND NEMA 4X HOA CONTROL BOX IN HATCH OPENING ABOUT 8" FROM TOP OF CONCRETE.

2. MAINTAIN NATIONAL ELECTRICAL CODE REQUIRED CLEARANCE AND WORKING SPACE AROUND PANELS.

3. COORDINATE WITH PCMC FOR RTU PANEL, ANTENNA, AND CABLE REQUIREMENTS. CONTRACTOR TO FURNISH AND INSTALL RTU PANEL, ANTENNA, ANTENNA MAST, CONDUIT, CONDUCTOR, AND CABLE WITH WIRING TERMINATIONS INSIDE THE RTU PANEL. CONTRACTOR TO SIZE RTU RELATED EQUIPMENT FOR 11 I/O POINTS INCLUDING 3 SPARES. (1 FLOW METER, 2 PRESSURE TRANSDUCERS, 1 TEMPERATURE SENSOR, 1 FLOOD ALARM, 1 ENTRY SECURITY ALARM, 1 PRESSURE RELIEF OPEN ALARM, 2 SPARE DIGITAL INPUTS AND 2 SPARE ANALOG INPUTS). CONTRACTOR MUST USE PCMC'S PREFERRED VENDOR TO PROVIDE AND INSTALL A PRE-ASSEMBLED AND PRE-WIRED BACKPANEL IN THE RTU PANEL AND PROVIDE SCADA PROGRAMMING.

4. SUMP PUMP TO BE HARDWIRED TO PANEL LP-A.

5. INSTALL 4-FOOT BASEBOARD HEATER AT 2-FEET ABOVE FINISHED FLOOR OF VAULT. HEATER SHALL BE 240 V WITH 3,400 BTUH, INTEGRAL DIAL THERMOSTAT.

6. GASKETED AND ENCLOSED INDUSTRIAL FIXTURE, FIBERGLASS HOUSING, WET LOCATION TWO LAMP FLUORESCENT, 120 VOLT, INSTANT START ELECTRONIC BALLAST METALUX VT3-232DR-120V-EB81-WL-U OR EQUAL. MOUNT FIXTURE ON WALL AT ABOUT 7 FEET ABOVE FINISHED FLOOR.

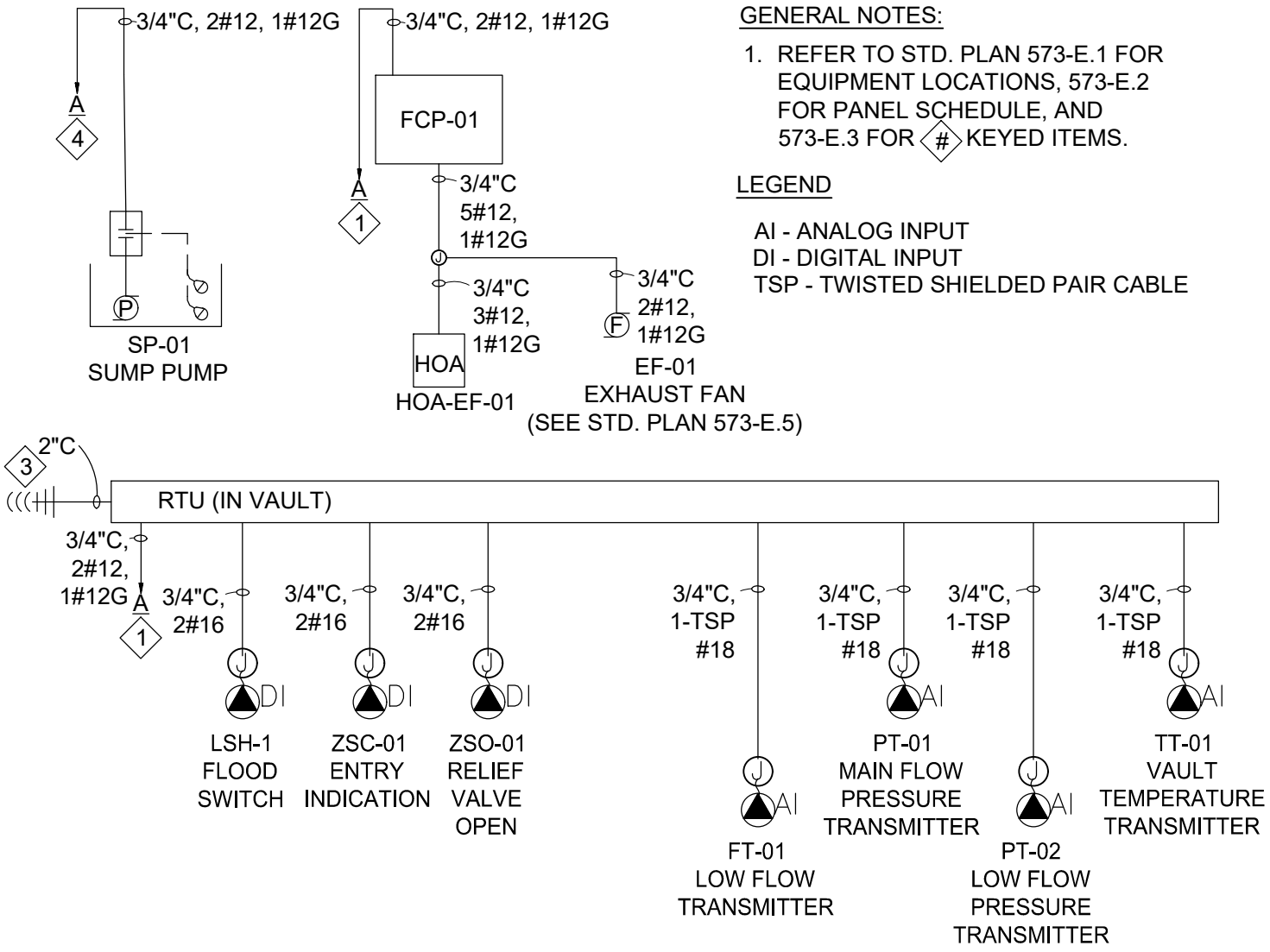
7. NEMA 4 HEAVY-DUTY LIMIT SWITCH WITH 1NO 1NC CONTACT 5A 120 VAC. SQUARE D COMPANY, CLASS 9007 OR EQUAL.

8. ROOM TEMPERATURE DISPLAY AND 4-20 mA TRANSMITTER WITH 100 OHM PLATINUM RTD. DEVAR MODEL D-RTTI-0024.

9. INSTALL UTILITY POWER METER WITH 50 AMP BREAKER ON BACK TO BACK UNISTRUT TO 2" GALVANIZED STEEL POLE ACCORDING TO UTILITY COMPANY STANDARDS.

10. IF FIBER IS AVAILABLE, INSTALL JUNCTION BOX FOR FIBER CONNECTION. COORDINATE SIZE OF BOX WITH PROVIDER.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 05/2025 REV. 3	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-E.3**



GENERAL NOTES:

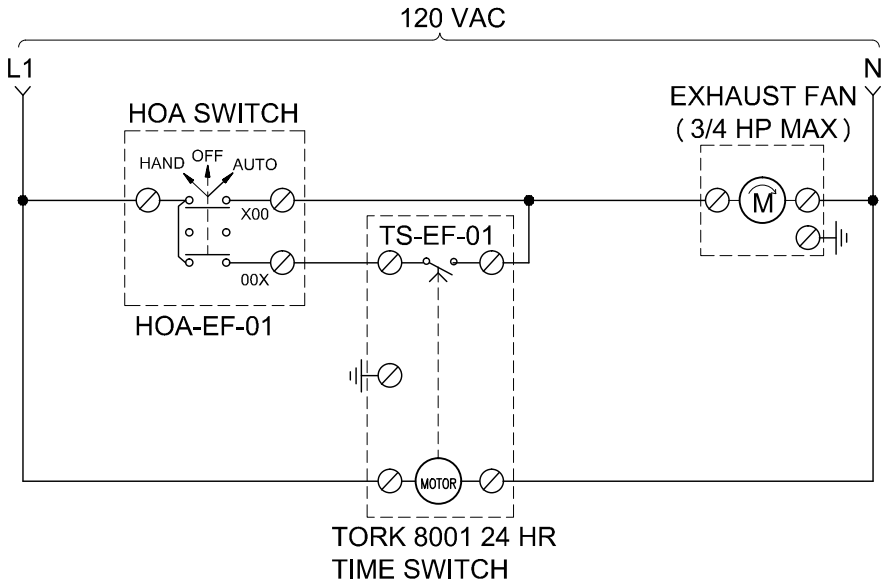
1. REFER TO STD. PLAN 573-E.1 FOR EQUIPMENT LOCATIONS, 573-E.2 FOR PANEL SCHEDULE, AND 573-E.3 FOR # KEYED ITEMS.

LEGEND

AI - ANALOG INPUT
DI - DIGITAL INPUT
TSP - TWISTED SHIELDED PAIR CABLE

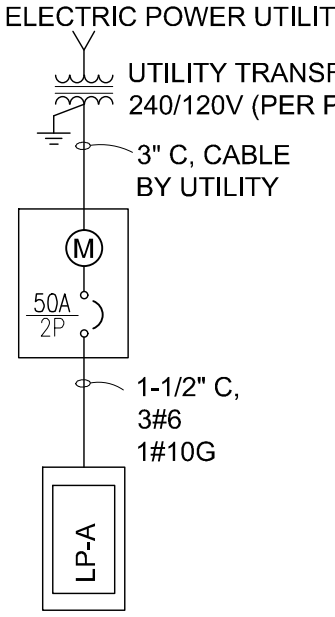
CONTROL ONE-LINE DIAGRAM

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-E.4**



TYPICAL VAULT EXHAUST FAN CONTROL SCHEMATIC

NTS

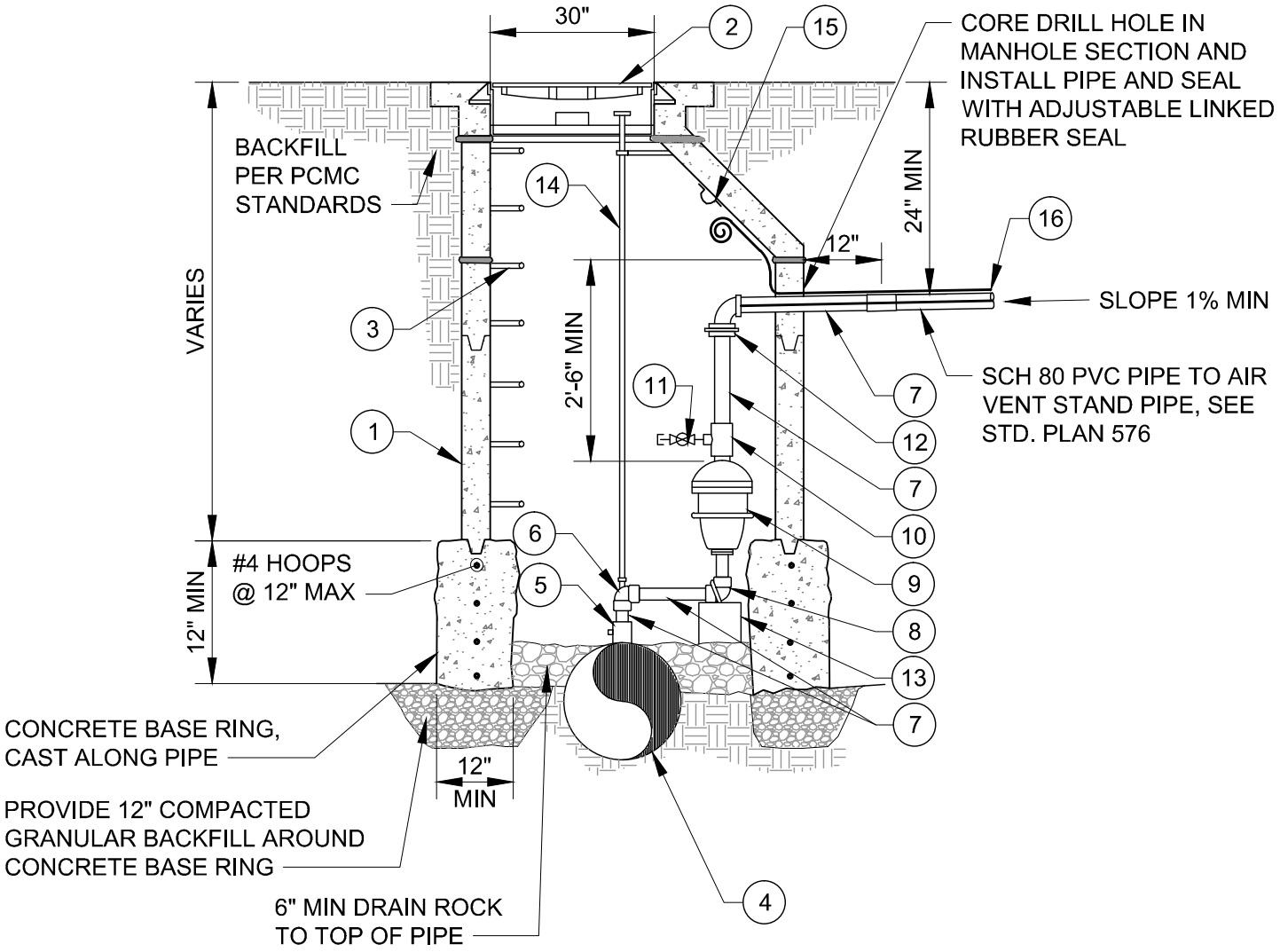


NOTE:
LARGER CONDUITS AND CONDUCTORS MAY BE REQUIRED TO MEET INDUSTRY STANDARD ACCEPTABLE VOLTAGE DROP CRITERIA.

POWER ONE-LINE

NTS

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**PRESSURE REDUCING VALVE VAULT**	STD. PLAN **573-E.5**



PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**AIR RELEASE / CAV VALVE MANHOLE**	STD. PLAN **574**

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	5' DIA. MANHOLE, PRECAST CONCRETE ECCENTRIC CONE AND WALL SECTIONS		ASTM C 478
②	MANHOLE FRAME AND COVER (STD. PLAN 529)		
③	POLYPROPYLENE ENCASED GRADE 60 STEEL STEPS AT 13" C-C, 13-1/2" TREAD WIDTH	M.A. INDUSTRIES OR APP'D EQUAL	PS2-PFDF
④	VALVE LARGER THAN 2": DUCTILE IRON FLANGED TEE WITH 4" BLIND FLANGE BRONZE AND NPT SERVICE TAP VALVE 2" AND SMALLER: BRONZE SERVICE SADDLE DI MAIN; DOUBLE STRAP PVC MAIN; TWO-PIECE BOLTED	MUELLER	DI PIPE SADDLE: BR2B SERIES, I.P. THDS; PVC PIPE SADDLE: H-13000 SERIES, I.P. THDS
		FORD	DI PIPE SADDLE: STYLE 202B I.P. THDS; PVC PIPE SADDLE: STYLE S92, I.P. THDS
⑤	BRASS CORPORATION STOP, INLET I.P. THREAD, OUTLET F.I.P. THREAD (VALVE INLET SIZE)	MUELLER	B-20046N
		FORD	FB1100-(SERVICE SIZE)-Q-NL
⑥	BRONZE ANGLE VALVE, 300 PSI (VALVE INLET DIAMETER)		
⑦	BRASS NIPPLES X LENGTH AS REQUIRED, M.I.P., (VALVE INLET DIAMETER)		
⑧	BRASS 90^0 ELBOW, F.I.P. (VALVE INLET/OUTLET DIAMETER)		
⑨	COMBINATION AIR VACUUM / RELEASE VALVE, NPT, SIZE PER ENGINEER DESIGN AND APPROVED PLANS		
⑩	BRONZE TEE, F.I.P., THREADED, (VALVE OUTLET DIAMETER X 3/4" DIA.)		
⑪	DRAIN ASSEMBLY: 3/4" DIA. BRASS CLOSE NIPPLE, M.I.P.; 3/4" BRONZE BALL VALVE; 3/4" BRONZE PLUG	MUELLER	SERIES 300 VALVE; H-10035
⑫	BRONZE UNION, (VALVE OUTLET DIAMETER)		
⑬	CAV ASSEMBLY SUPPORT, (1) 16"X8"X8" CMU BLOCK		
⑭	5/8" DIAMETER GALVANIZED STEEL ROD WITH 3" DIAMETER HAND WHEEL TO FORM EXTENSION, TOGETHER WITH A GALVANIZED EYELET STANDOFF		
⑮	LIFTING EYE ABOVE AIR VALVE, GALVANIZED		
⑯	TRACER WIRE: 12 GA. SOLID, BLUE PVC INSULATION; WIRE-WIRE CONNECTORS SILICONE-FILLED WIRE NUTS	IDEAL INDUSTRIES	TWISTER DB PLUS OR APP'D EQUAL

DETAIL NOTES

1. ALL VALVES AND FITTINGS SHALL BE RATED FOR THE SAME WORKING AND TEST PRESSURES AS THE CONNECTED WATERLINE
2. LOCATE VALVE, VAULT, AND AIR VENT PER APPROVED PLANS AND SET VAULT PLUMB
3. REFER TO STD. PLAN 575 FOR HEAT TRACE REQUIREMENTS

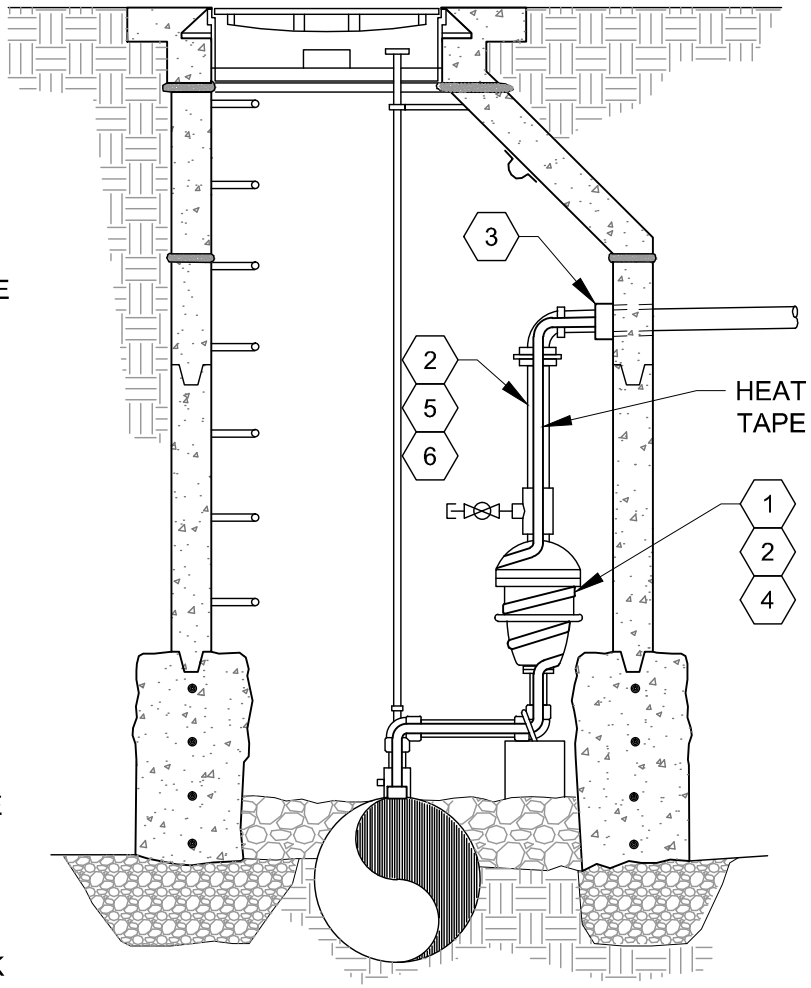
PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	AIR RELEASE / CAV VALVE MANHOLE	STD. PLAN
10/2020		574 S
REV.		
1		

KEY NOTES:

1. WRAP HEAT TAPE AROUND THE AIR/VAC VALVE. USE MANUFACTURER'S RECOMMENDATIONS FOR THE NUMBER OF WRAPS.
2. SECURE THE HEATING CABLE IN PLACE WITH CHROMALOX FT-3 FIBERGLASS TAPE.
3. END KIT WITH INDICATING LIGHT.
4. INSULATE THE ISOLATION VALVE AND THE COMBINATION AIR VACUUM RELEASE VALVE WITH A REMOVABLE AND REUSABLE INSULATING BLANKET. ENERGY-WRAP INSULATION SYSTEM AS MANUFACTURED BY THERMAL ENERGY PRODUCTS.
5. INSTALL CHROMALOX AT-1 ALUMINUM TAPE NEXT TO PVC PIPE BEFORE INSTALLING HEAT TAPE AND THEN THE HEAT TAPE WILL CONTINUE FROM THE AIR/VAC VALVE AND LAY ALONG THE ALUMINUM TAPE.
6. INSULATE THE PIPE WITH 2 INCH THICK FIBERGLASS PIPE INSULATION.



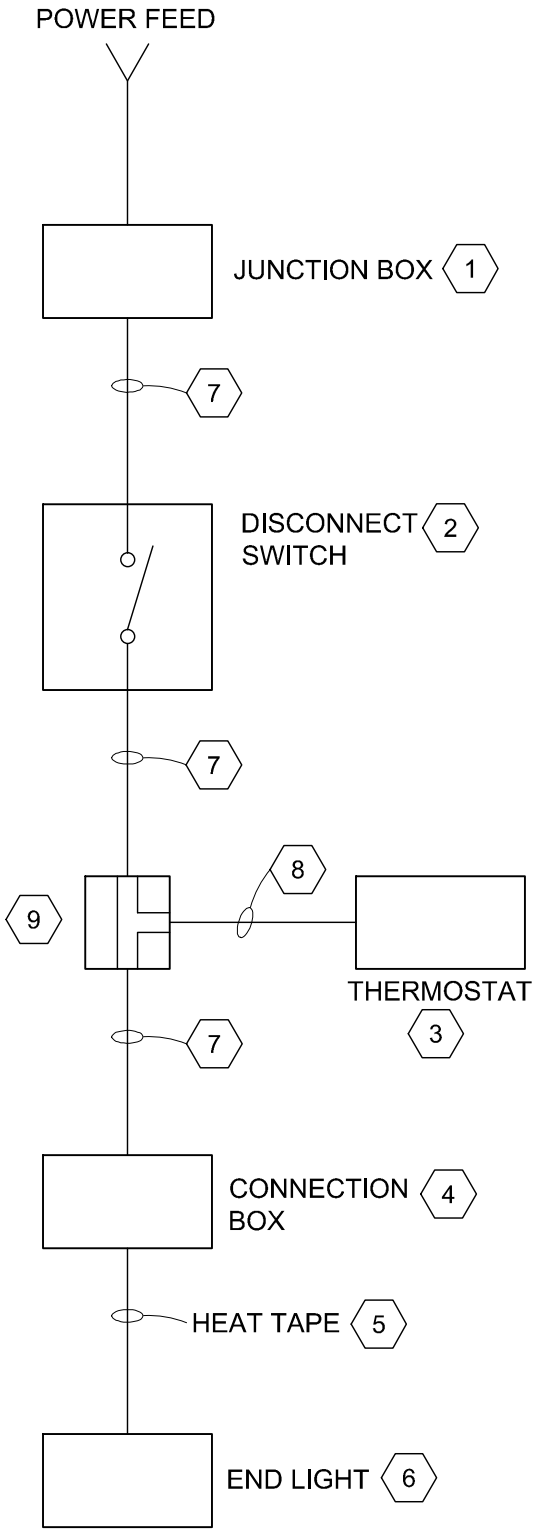
NOTES:

1. INSTALL HEAT TAPE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
2. REFER TO STD. PLAN 575-B FOR POWER ONE-LINE DETAIL.
3. SEE AIR RELEASE / CAV VALVE MANHOLE, STD. PLAN 574

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**HEAT TAPE INSTALLATION FOR AIR RELEASE / CAV VALVE**	STD. PLAN **575-A**

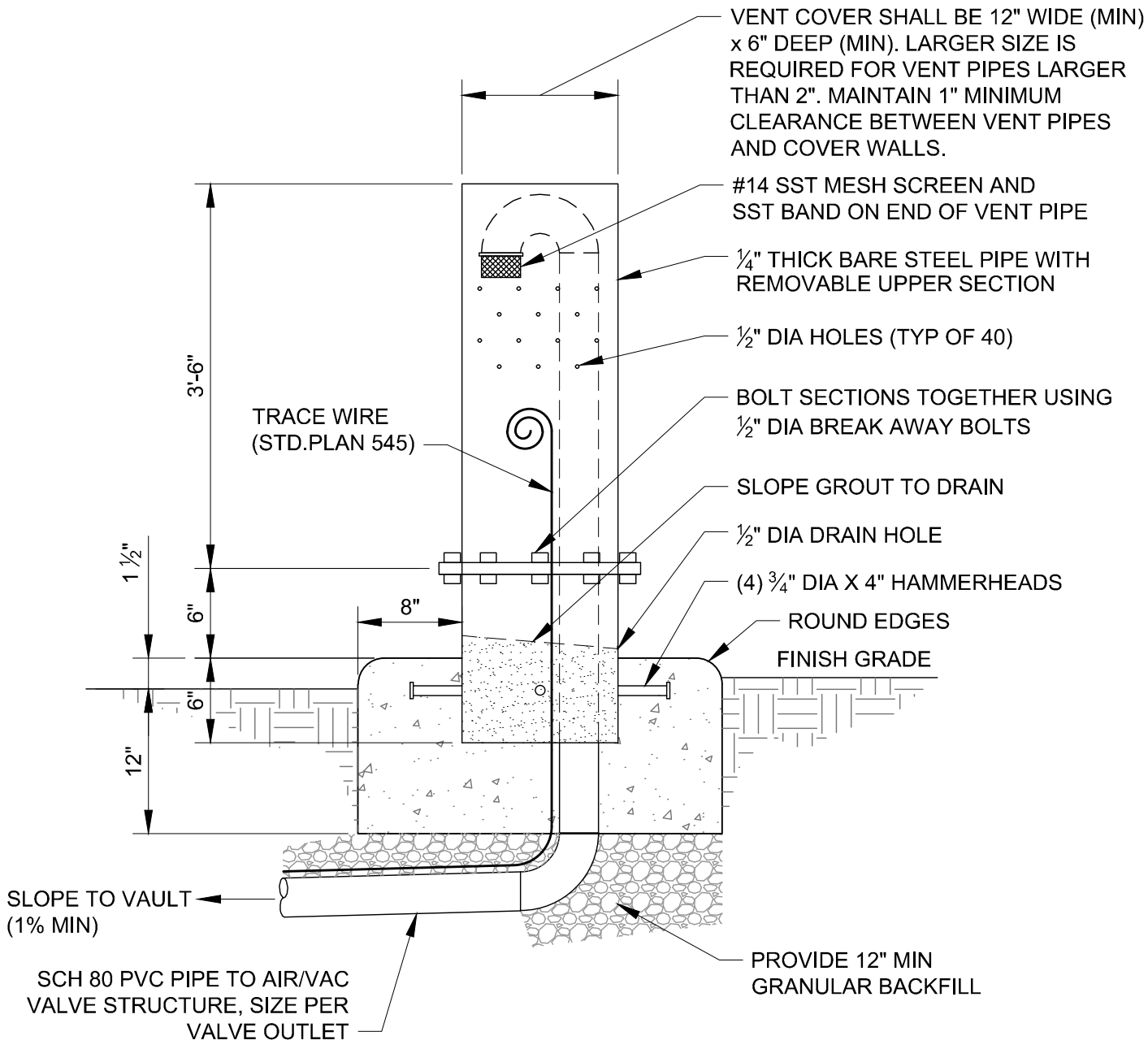
KEY NOTES:

1. TYPE 4X NONMETALLIC J-BOX FOR WIRE CONNECTIONS AS NEEDED.
2. CROUSE HINDS FS BOX, WITH 20 AMP SINGLE POLE SWITCH, AND A CROUSE HINDS P/N DS185 COVER.
3. CHROMALOX NON INDICATING TEMPERATURE CONTROL, 0 TO 150 DEGREES F, P/N PIT-15.
4. CHROMALOX PIPE MOUNTED POWER CONNECTION BOX NEMA 4X, P/N RTPC.
5. HEAT TAPE 120 VOLT, 5 WATTS PER FOOT, SELF-REGULATING, TINNED COPPER BRAID, WITH A FLUOROPOLYMER OVERJACKET. CONNECT GROUNDING CONDUCTOR TO COPPER BRAID. CHROMALOX P/N SRL 5-1CT HEATING CABLE.
6. END KIT WITH INDICATING LIGHT 120 VOLT, CHROMALOX P/N RTPC-SL1.
7. 3/4" RIGID CONDUIT GALVANIZED WITH TWO #12 CONDUCTORS AND ONE #12 GROUND.
8. 1/2" RIGID CONDUIT GALVANIZED WITH TWO #12 CONDUCTORS AND ONE #12 GROUND.
9. 3/4" RIGID T CONDUIT GALVANIZED BODY WITH ONE REDUCER FOR 1/2" CONDUIT.



HEAT TRACE POWER ONE-LINE DETAIL

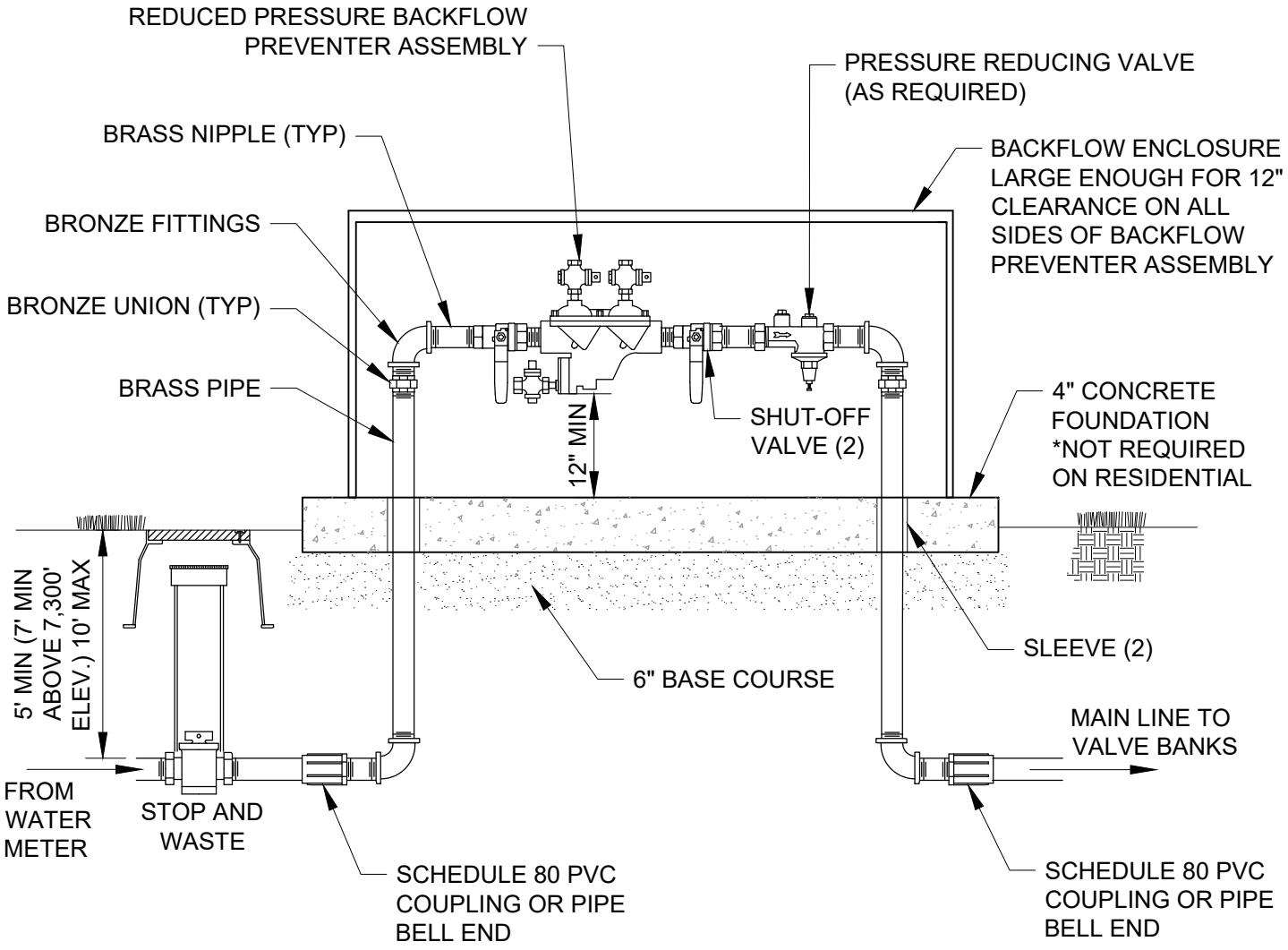
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**HEAT TAPE INSTALLATION FOR AIR RELEASE / CAV VALVE**	STD. PLAN **575-B**



NOTES:

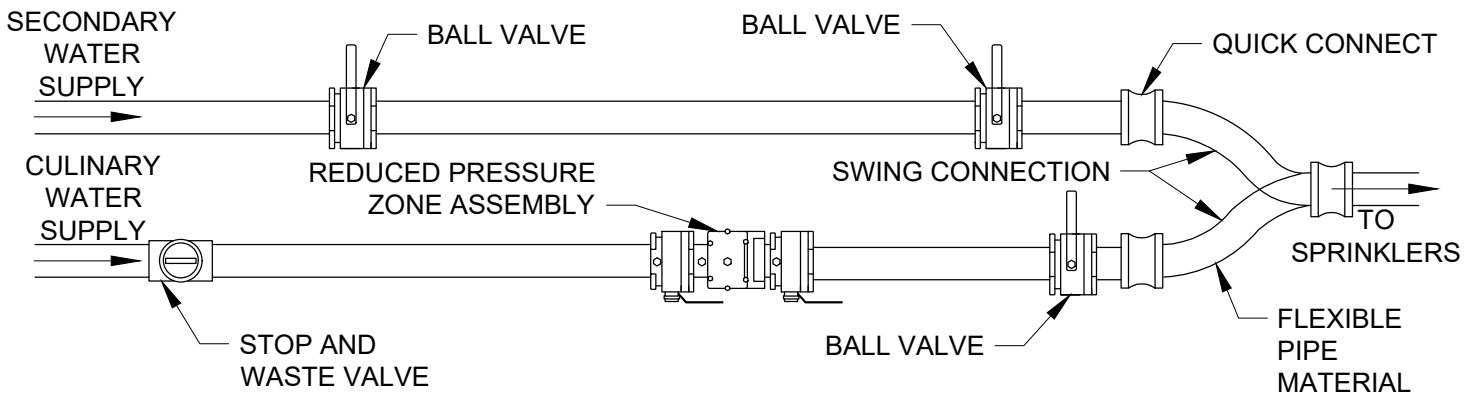
1. LOCATE VENT AS SHOWN ON APPROVED PLANS, 1'-6" MINIMUM BEHIND TOP BACK OF CURB / GUTTER OR SIDEWALK.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**AIR VENT STAND PIPE**	STD. PLAN **576**

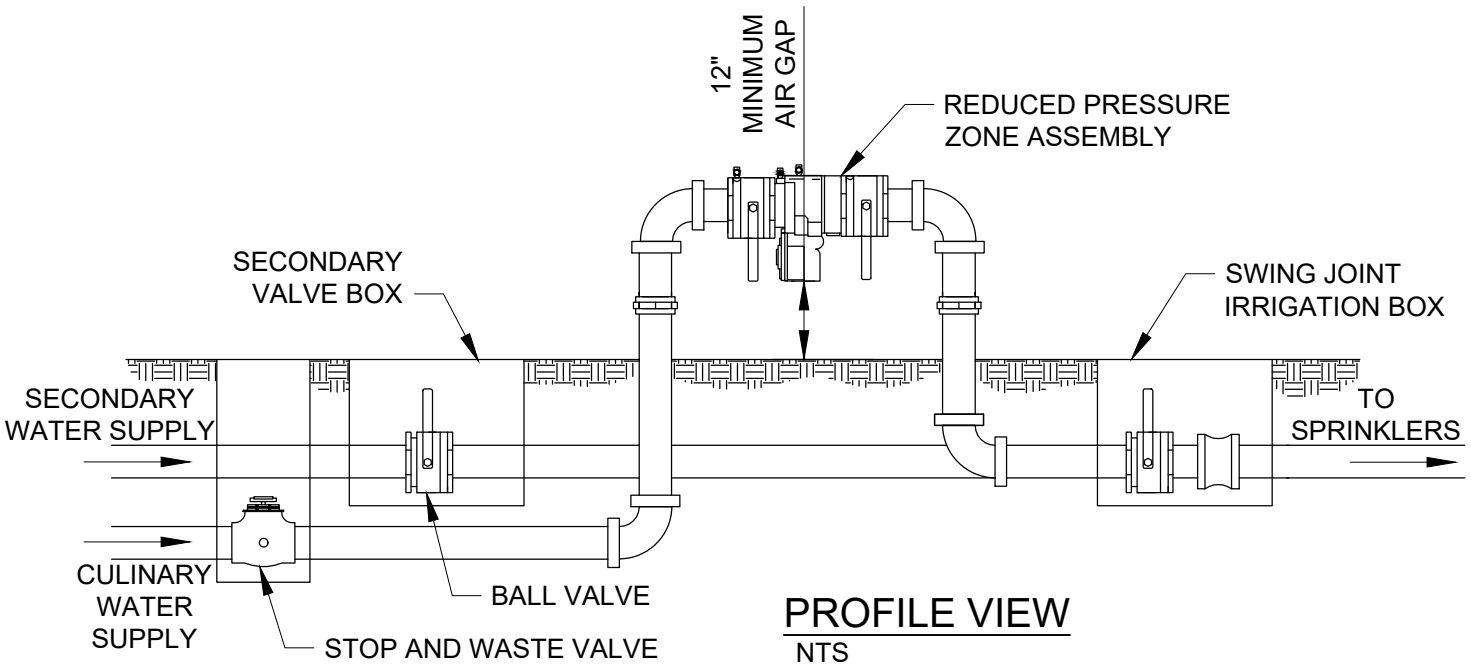


LESS THAN 3" DIAMETER

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 2	**CULINARY WATER - IRRIGATION BACKFLOW PREVENTER**	STD. PLAN **577-A**



PLAN VIEW
NTS

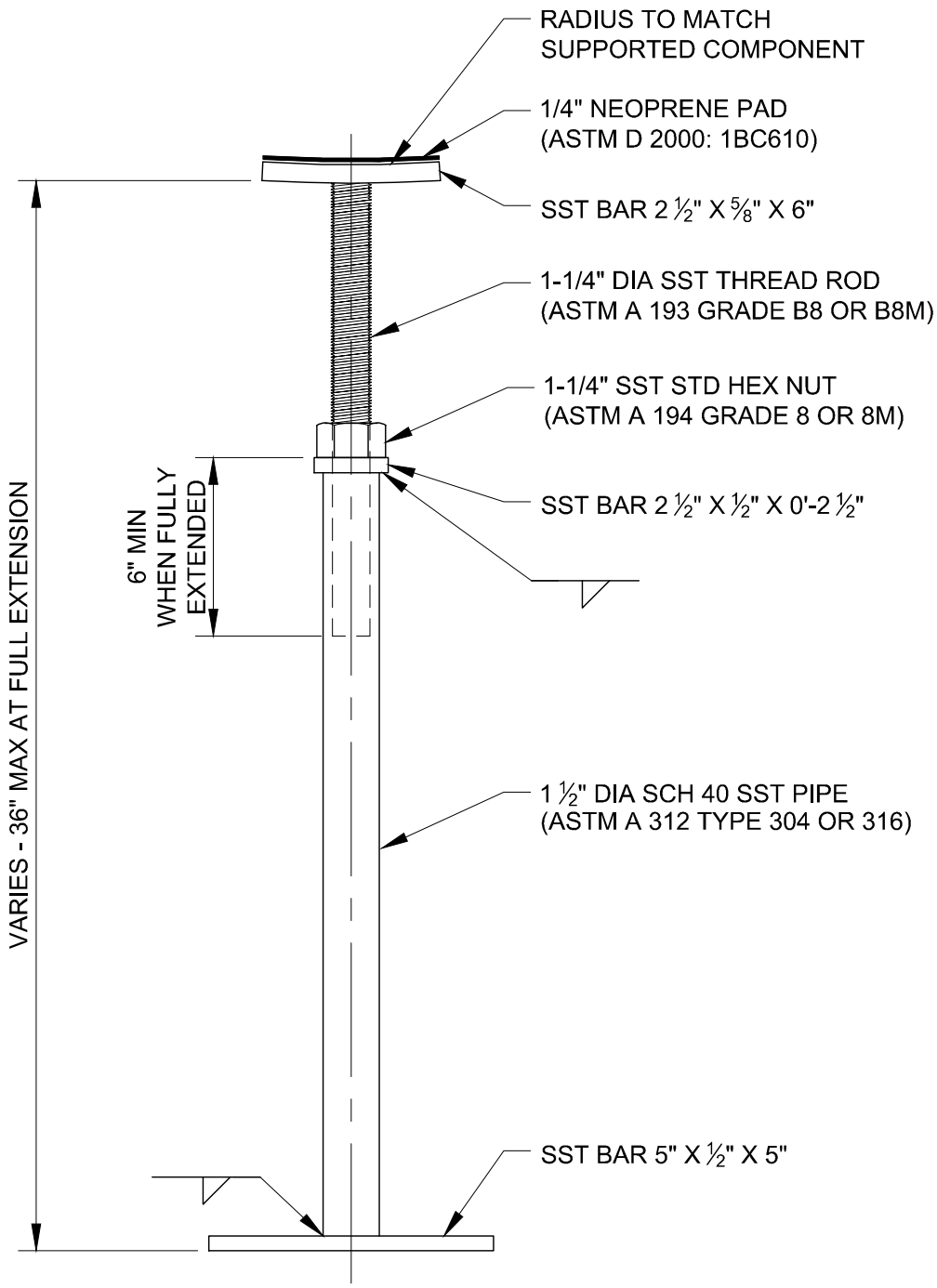


PROFILE VIEW
NTS

NOTES:

1. THE SWING CONNECTION IS INSTALLED SO THAT EITHER THE SECONDARY IRRIGATION WATER OR THE CULINARY WATER IS CONNECTED AND FEEDING THE SPRINKLER SYSTEM AT THE ONE TIME.
2. THE REDUCED PRESSURE ZONE ASSEMBLY MUST BE LOCATED AT A MINIMUM OF 12" FROM WALL, FENCE OR OTHER OBSTACLE.
3. THE REDUCED PRESSURE ZONE ASSEMBLY MUST BE LOCATED AT A MINIMUM OF 12" ABOVE GRADE (NOT ALLOWED IN A PIT BELOW GRADE).
4. THE REDUCED PRESSURE ZONE ASSEMBLY MUST BE INSPECTED BY A CERTIFIED BACKFLOW TECHNICIAN ON AN ANNUAL BASIS. CONSISTENT WITH PARK CITY MUNICIPAL CODE 13-1-29, BACKFLOW PREVENTER SHALL BE TESTED UPON INITIAL INSTALLATION AND EVERY 12 MONTHS THEREAFTER. PROOF OF TESTING/INSPECTION MUST BE PROVIDED TO PARK CITY EACH TIME. FAILURE TO PROVIDE PROOF OF TESTING MAY LEAD TO WATER SHUT-OFF TO PROTECT THE DRINKING WATER SYSTEM FROM POTENTIAL CONTAMINATION.

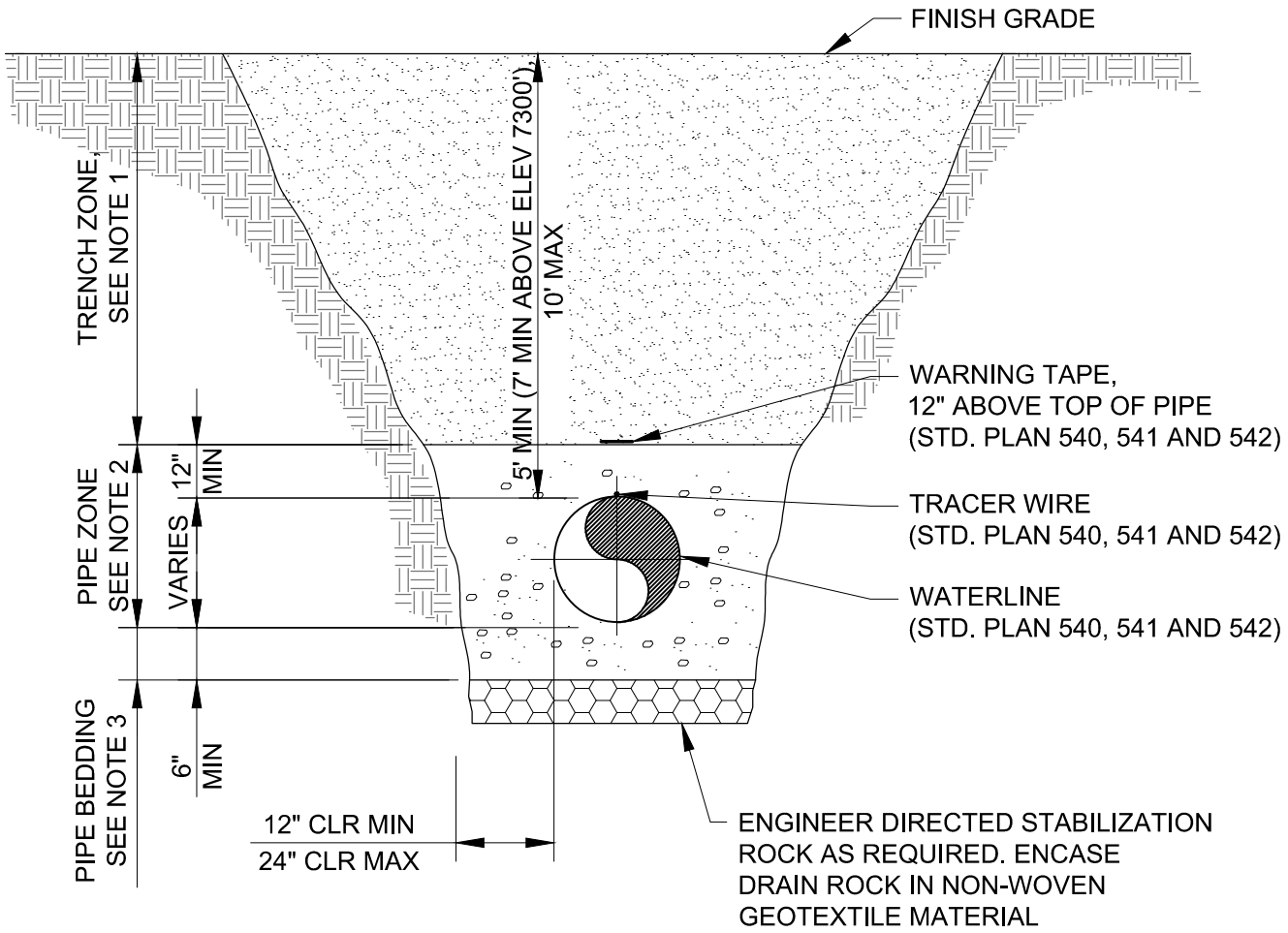
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 0	**CULINARY & SECONDARY WATER - IRRIGATION SWING CHECK CONNECTION**	STD. PLAN **577-B**



NOTES:

1. BAR MATERIAL TO BE ASTM A 240 TYPE 304 OR 316 (Fy= 30 KSI MIN.)

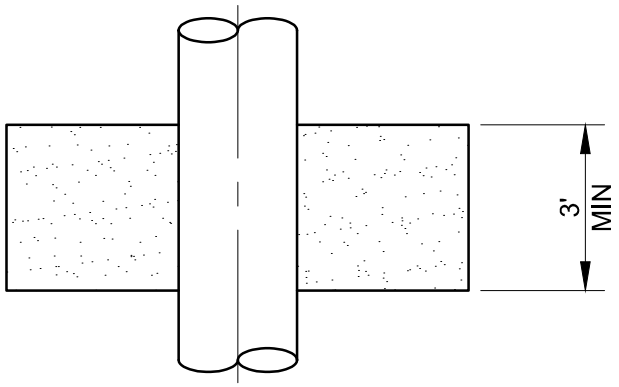
PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**PIPE SUPPORT**	STD. PLAN **578**



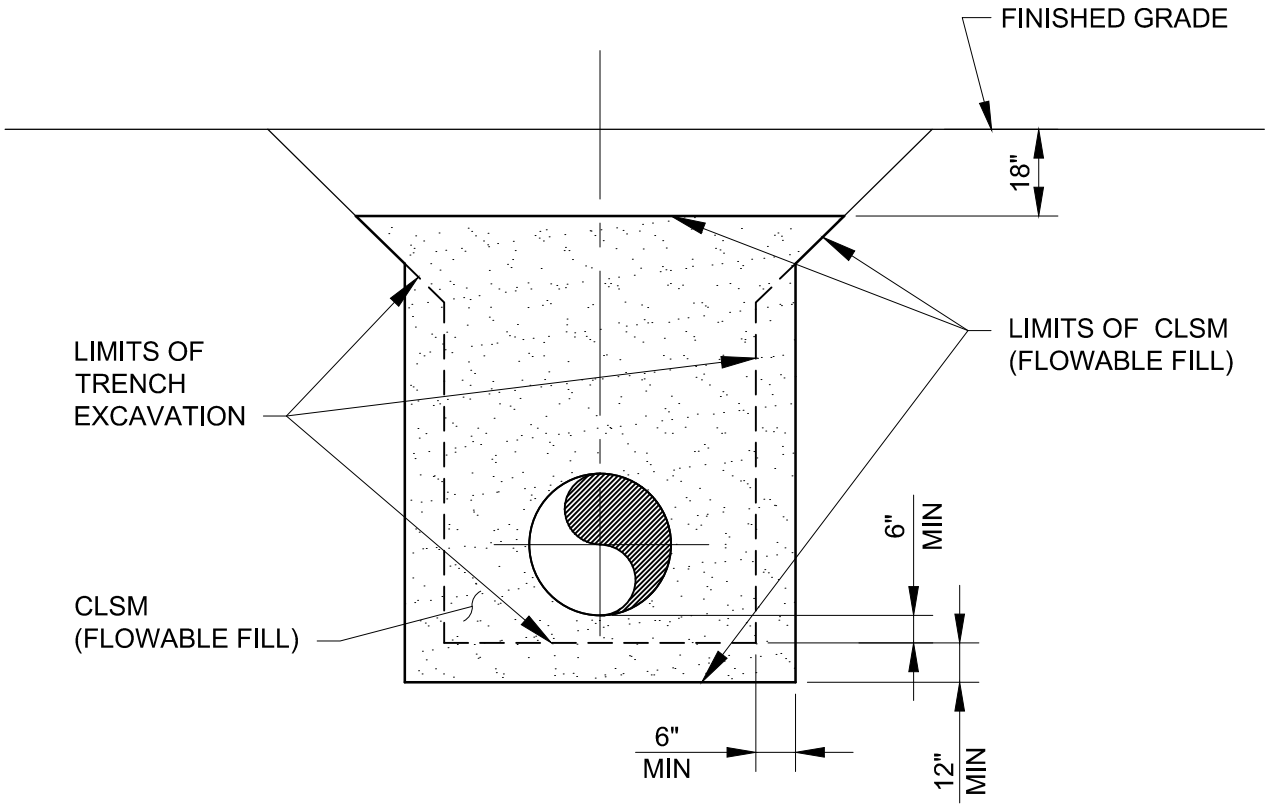
NOTES:

1. TRENCH ZONE
   WATER MAIN, FIRE LINE, AND APPURTENANCES:
   BACKFILL AND COMPACT PER PCMC DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS UNLESS OTHERWISE REQUIRED BY SPECIAL CONDITIONS
   WATER SERVICE - NEW PAVEMENT AND LANDSCAPE AREA:
   BACKFILL AND COMPACT PER PCMC DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS UNLESS OTHERWISE REQUIRED BY SPECIAL CONDITIONS
   WATER SERVICE - EXISTING ROADWAY AND PAVED AREA:
   BACKFILL TO PAVEMENT DEPTH WITH CONTROLLED LOW-STRENGTH MATERIAL (CLSM), "FLOWABLE FILL", 100 PSI MINIMUM AND 150 PSI MAXIMUM MIX DESIGN.
2. PIPE ZONE
   BACKFILL MATERIAL SHALL BE TAMPED IN LAYERS AROUND THE PIPE AND TO A SUFFICIENT HEIGHT ABOVE THE PIPE TO ADEQUATELY SUPPORT AND PROTECT THE PIPE. THE MATERIAL AND BACKFILL ZONES SHALL BE AS SPECIFIED BY THE APPLICABLE AWWA STANDARD FOR THAT PIPE TYPE. DO NOT DROP PIPE OR ACCESSORIES INTO THE TRENCH. AS A MINIMUM:
   WATER MAIN, FIRE LINE, AND APPURTENANCES:
   SAND OR 3/4" MAXIMUM PARTICLE SIZE ROADBASE COMPACT TO 96% OF MODIFIED PROCTOR DENSITY
   WATER SERVICE:
   SAND COMPACTED TO 96% OF MODIFIED PROCTOR DENSITY
3. PIPE BEDDING
   WATER MAIN, FIRE LINE, AND APPURTENANCES:
   SAND OR 3/4" ROADBASE COMPACT TO 96% OF MODIFIED PROCTOR DENSITY
   WATER SERVICE:
   SAND COMPACTED TO 96% OF MODIFIED PROCTOR DENSITY
   A CONTINUOUS AND UNIFORM BEDDING SHALL BE PROVIDED IN THE TRENCH FOR ALL BURIED PIPE. STONES LARGER THAN 3/4" AS DESCRIBED IN NOTE 2 SHALL BE REMOVED FOR A DEPTH OF AT LEAST 6 INCHES BELOW THE BOTTOM OF THE PIPE.
4. PROVIDE TRENCH PLATING AS REQUIRED FOR CLSM BACKFILL INSTALLATIONS
5. COMPLY WITH APPLICABLE PARK CITY SOILS ORDINANCE REQUIREMENTS

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 6/2019 REV. 1	**WATER TRENCH BEDDING AND BACKFILL**	STD. PLAN **580**



PLAN
NTS

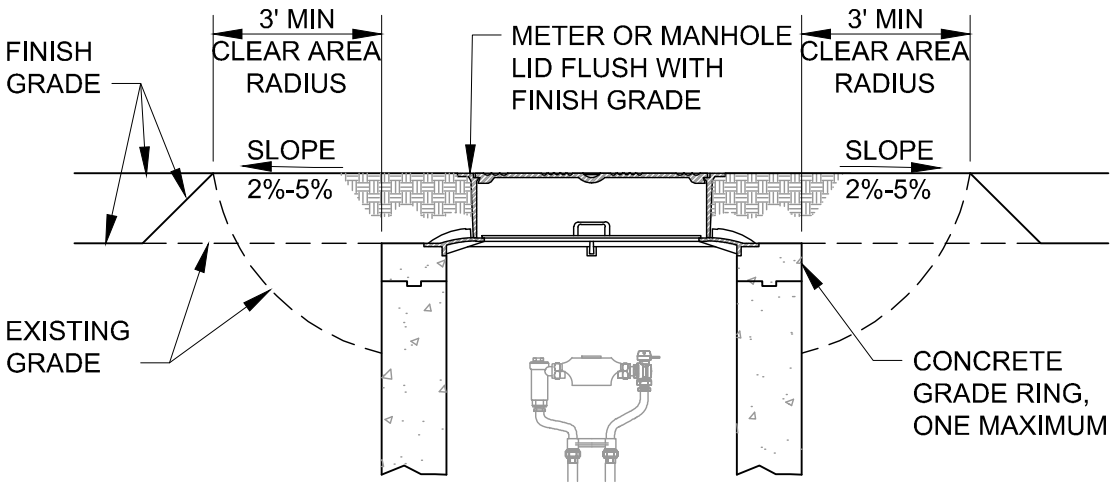


SECTION
NTS

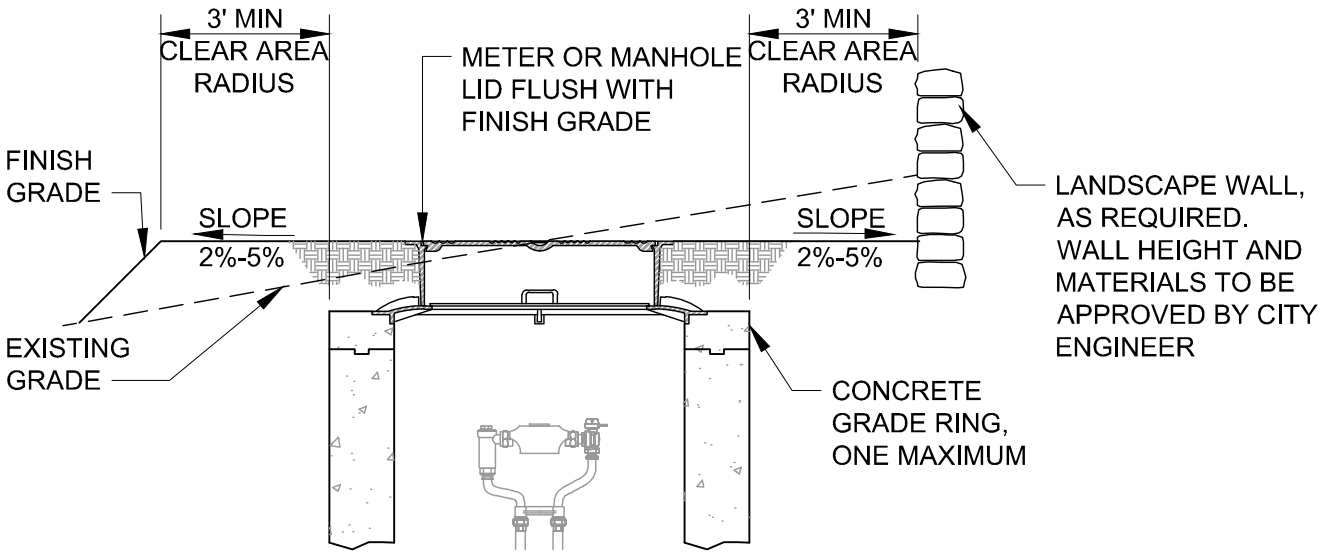
NOTES:

1. CLSM - CONTROLLED LOW STRENGTH MATERIAL, DESIGN MIX 100-150 PSI

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**WATER TRENCH CUT-OFF WALL**	STD. PLAN **581**



LOW/HIGH GRADE ADJUSTMENT



SLOPE GRADE ADJUSTMENT

NOTES:

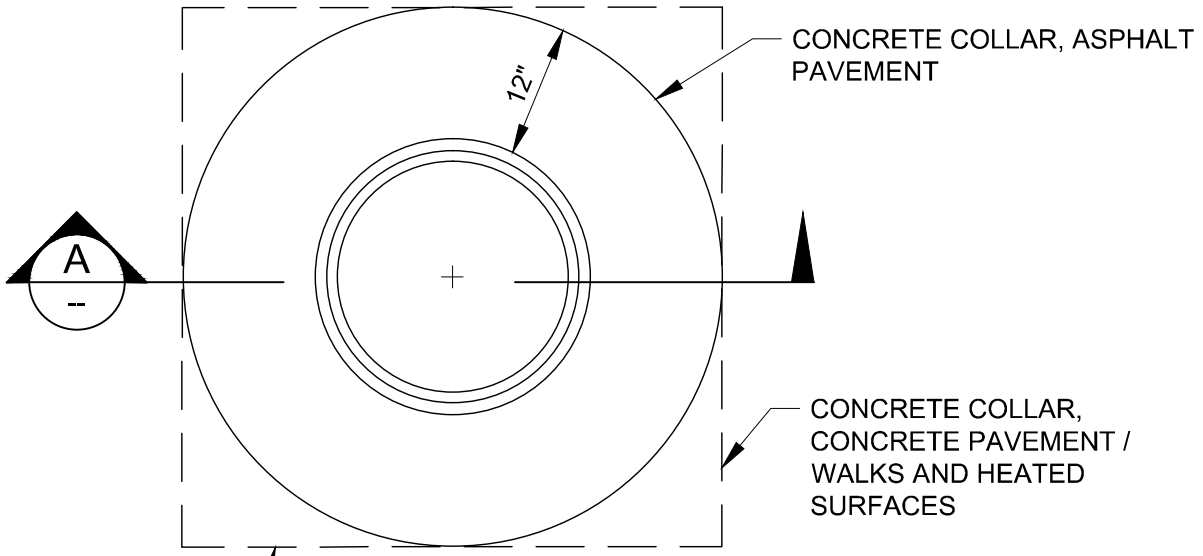
1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS - METER, METER VAULT, AND SERVICE LINE.

2. METER YOKE DEPTH MUST MEET THE METER VAULT REQUIREMENTS. (PLAN 521 THRU 525)

3. METER LID HIGHER THAN THE SURROUNDING FINISH GRADE:
   RAISE GRADE SURROUNDING METER LID TO THE TOP OF METER LID.
   PROVIDE DRAINAGE AWAY FROM THE METER LID.

4. METER LID LOWER THAN THE SURROUNDING FINISH GRADE:
   RAISE METER VAULT AND COMPONENTS TO MEET METER VAULT REQUIREMENTS.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**METER VAULT AND WATER MANHOLE GRADING LANDSCAPE AREAS**	STD. PLAN **592**

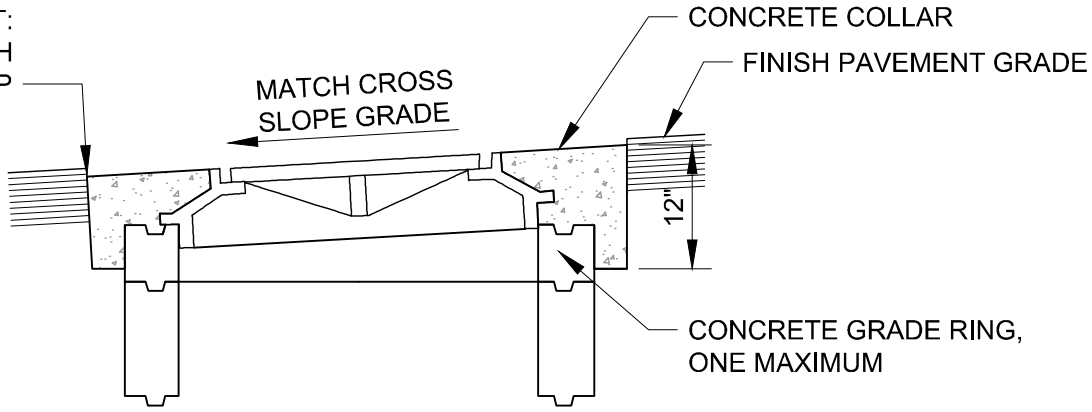


PLAN

PROVIDE HEATING SYSTEM DISCONNECT AT COLLAR LIMITS. 24" COLLAR REQUIRED FOR 4' AND 5' MANHOLES AND VAULTS

ASPHALT PAVEMENT: COLLAR SET ¼" MIN. TO ½" MAX. BELOW PAVEMENT LIP ALL AROUND.

CONCRETE PAVEMENT: SET COLLAR FLUSH WITH PAVEMENT LIP



SECTION A -- NTS

PARK CITY 1884
PARK CITY MUNICIPAL CORPORATION
WATER

DATE	STD. PLAN
3/2014	
REV.	**593**
0	

METER VAULT AND WATER MANHOLE COLLAR PAVEMENT AREAS

[1] WATER SERVICE LINE FLOW CHART

SYSTEM PRESSURE (PSI)	[2] MIN. SYSTEM RESIDUAL FIRE FLOW PRESSURE (PSI)	AVAILABLE PRESSURE DROP (PSI)	SERVICE SIZE (INCH)							
			0.75		1		1.5		2	
			AVAILABLE FLOW WITHOUT METER (GPM)	* RATED FLOW THROUGH METER (GPM)	AVAILABLE FLOW WITHOUT METER (GPM)	* RATED FLOW THROUGH METER (GPM)	AVAILABLE FLOW WITHOUT METER (GPM)	* RATED FLOW THROUGH METER (GPM)	AVAILABLE FLOW WITHOUT METER (GPM)	* RATED FLOW THROUGH METER (GPM)
150	20	130	53	30	113	50	328	100	700	160
145	20	125	52	30	111	50	322	100	686	160
140	20	120	51	30	108	50	315	100	671	160
135	20	115	50	30	106	50	307	100	655	160
130	20	110	48	30	103	50	300	100	640	160
125	20	105	47	30	101	50	293	100	624	160
120	20	100	46	30	98	50	285	100	608	160
115	20	95	45	30	95	50	277	100	591	160
110	20	90	43	30	93	50	269	100	574	160
105	20	85	42	30	90	50	261	100	557	160
100	20	80	41	30	87	50	253	100	539	160
95	20	75	39	30	84	50	244	100	520	160
90	20	70	38	30	81	50	235	100	501	160
85	20	65	36	30	78	50	226	100	482	160
80	20	60	35	30	74	50	216	100	461	160
75	20	55	33	30	71	50	206	100	440	160
70	20	50	32	28	67	50	196	100	418	160
65	20	45	30	26	64	50	185	100	395	160
60	20	40	28	24	60	50	174	100	370	160
55	20	35	26	23	56	48	162	100	345	160
50	20	30	24	21	51	44	149	100	317	160
45	20	25	22	19	46	40	135	100	287	160
40	20	20	19	17	41	36	119	88	255	158
35	20	15	16	14	35	30	102	76	218	135
30	20	10	13	12	28	24	82	62	175	110
25	20	5	9	8	19	17	56	43	120	77
20	20	0	0	0	0	0	0	0	0	0

NOTES:

1. WATER SERVICE LINE DESIGN IS NOT TO EXCEED 10FPS IN FIRE FLOW SITUATIONS
2. REFER TO STD. PLAN 594.2 FOR NOTES AND REFERENCES.

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	WATER SERVICE LINE FLOW CHART	STD. PLAN
03/2024		594.1
REV.		
1		

* VALUES DERIVED FROM SR WATER METERS TYPICAL PERFORMANCE CURVES AND THE METERS AWWA MAXIMUM CAPACITY

ASSUMED:

L (FT) = 40.0 (MAX LENGTH IN FEET FROM MAIN TO METER)

C = 135.0 (OLDER HDPE PIPE)

WHEN USED TO CALCULATE THE PRESSURE DROP USING THE US CUSTOMARY UNITS SYSTEM, THE EQUATION IS:

$$P_d = \frac{4.52 * L * Q^{1.85}}{C^{1.85} * d^{4.87}}$$

WHERE:

P_D = PRESSURE DROP OVER A LENGTH OF PIPE, PSIG (POUNDS PER SQUARE INCH GAUGE PRESSURE)

L = LENGTH OF PIPE, FT (FEET)

Q = FLOW, GPM (GALLONS PER MINUTE)

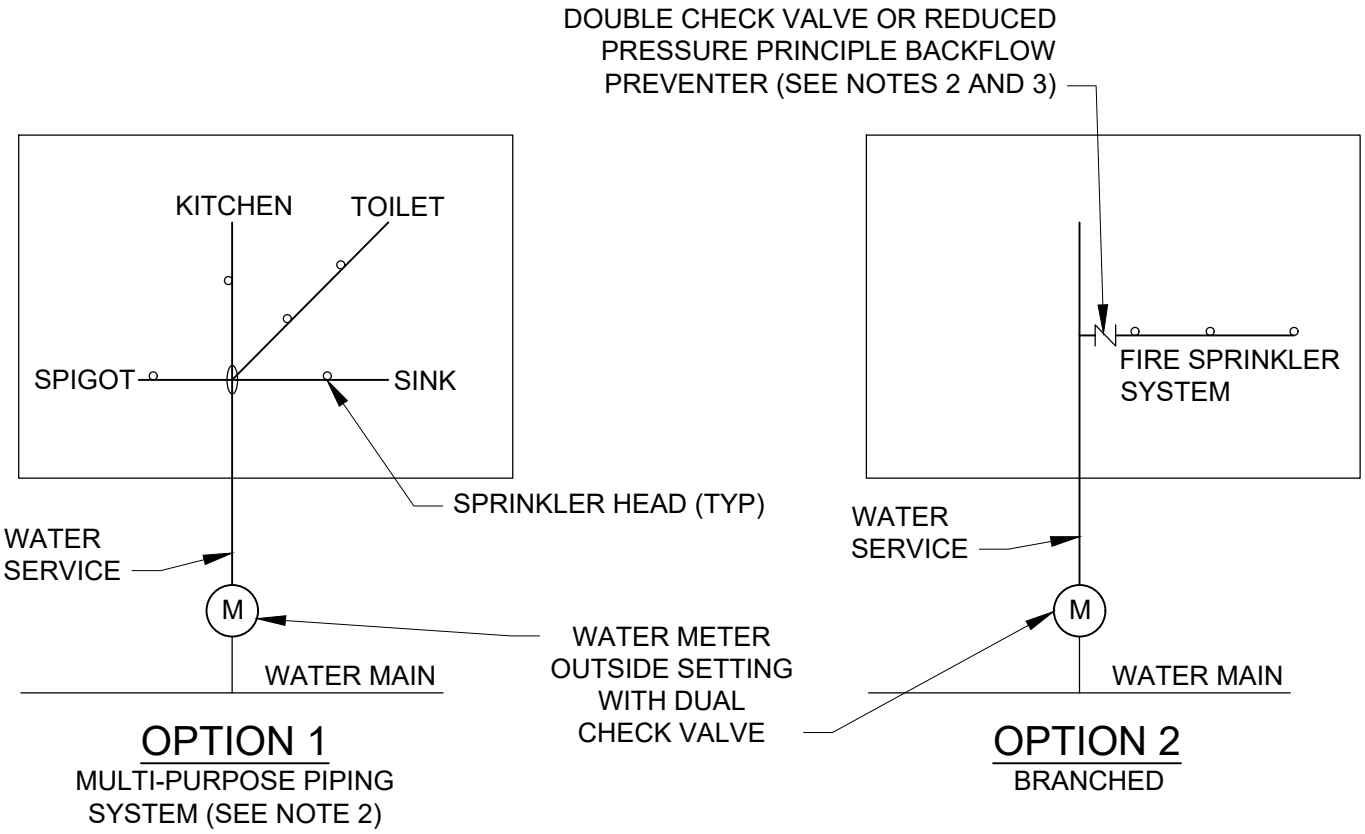
d = INSIDE PIPE DIAMETER, IN (INCHES)

C = HAZEN WILLIAMS COEFFICIENT OF FRICTION

NOTES:

1. THIS TABLE IS FOR REFERENCE PURPOSES ONLY AND REPRESENTS MAXIMUM ANTICIPATED FLOW TO THE POINT OF CONNECTION (40 FOOT MAXIMUM LENGTH) WITHOUT ADDITIONAL VALVES AND PIPING. HOMEOWNERS, ARCHITECTS, ENGINEERS, FIRE SPRINKLER DESIGNERS, ETC., ARE RESPONSIBLE TO VERIFY EXISTING WATER SYSTEM PRESSURES PRIOR TO DESIGN AND INCORPORATE THE INFORMATION INTO THE WATER SERVICE AND FIRE SERVICE LINE DESIGN. ADDITIONAL PRESSURE LOSSES WILL OCCUR THROUGH ADDITIONAL REQUIRED VALVES AND PIPING.
2. THE MINIMUM WATER PRESSURE AT THE POINT OF CONNECTION SHALL BE ABOVE 20 PSI WITH FIRE FLOW AND PEAK DAY DEMANDS, ABOVE 30 PSI WITH PEAK INSTANTANEOUS DEMANDS, AND ABOVE 40 PSI WITH PEAK DAY DEMANDS. SEE UTAH ADMINISTRATIVE CODE R309-105-9. MINIMUM WATER PRESSURE.
3. INDIVIDUAL HOME BOOSTER PUMPS SHALL NOT BE ALLOWED FOR ANY INDIVIDUAL SERVICE FROM THE PUBLIC WATER SUPPLY MAIN, SEE UTAH ADMINISTRATIVE CODE R309-105-9 AND R309-540-5(4)(C)

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 4/2014 REV. 0	**WATER SERVICE LINE FLOW CHART**	STD. PLAN **594.2**



OPTION 1
MULTI-PURPOSE PIPING SYSTEM (SEE NOTE 2)

OPTION 2
BRANCHED

NOTES:

1. MULTI-PURPOSE RESIDENTIAL FIRE SPRINKLER PROTECTION PLUMBING SYSTEM SHALL MEET NFPA 13D OR 13R REQUIREMENTS AND PARK CITY BUILDING DEPARTMENT AND FIRE MARSHAL APPROVAL. OPTION 1 SHALL BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT, CITY ENGINEER, AND FIRE MARSHAL PRIOR TO SYSTEM DESIGN. ALL SPRINKLERS AND SYSTEM COMPONENTS SHALL BE NSF LISTED FOR POTABLE WATER. ALL PIPE SHALL BE LISTED FOR FIRE PROTECTION SERVICE.

2. DESIGN AND CONSTRUCTION SHALL COMPLY WITH INTERNATIONAL PLUMBING CODE (IPC) AS ADOPTED BY UTAH, AND WITH APPLICABLE RESIDENTIAL AND BUILDING CODES.

3. BACKFLOW PREVENTION: ADDITIONAL BACKFLOW PREVENTION IS REQUIRED FOR OPTION 2. PROVIDE A DOUBLE CHECK BACKFLOW ASSEMBLY (DC) OR REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY (RP) ON THE FIRE SPRINKLER RISER ASSEMBLY. BACKFLOW PREVENTER STYLE TO BE DETERMINED BY IPC AS ADOPTED BY UTAH AND APPROVED BY THE BUILDING AND WATER DEPARTMENT BASED ON DEGREE OF HAZARD POSED BY FIRE SPRINKLER PROTECTION SYSTEM.

4. BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED BY THE BUILDING DEPARTMENT, BACKFLOW ASSEMBLY TESTING FOR PROPER OPERATION (PER IPC AS ADOPTED BY UTAH BY A CERTIFIED TESTER RECOGNIZED BY THE UTAH DIVISION OF DRINKING WATER [DDW]) IS REQUIRED AND A REPORT MUST BE SUBMITTED TO THE CITY.

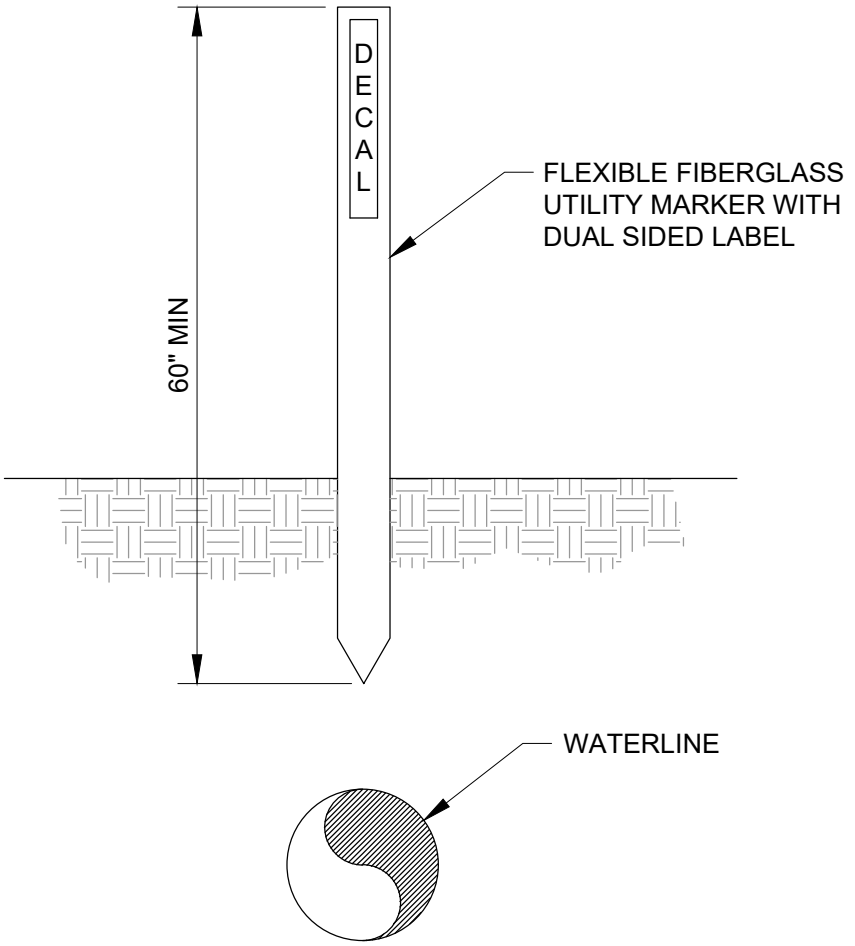
5. FIRE SPRINKLER PROTECTION SYSTEMS CONTAINING FIRE PUMPS REQUIRE SITE SPECIFIC DESIGN AND APPROVAL BY THE CITY ENGINEER, PARK CITY BUILDING DEPARTMENT, WATER DEPARTMENT, AND FIRE MARSHAL PRIOR TO BUILDING APPROVAL. FIRE PUMP SYSTEM SHALL BE LOCATED ON THE BUILDING SIDE OF THE WATER OUTSIDE OF THE WATER METER VAULT. REFER TO STD. PLAN 520 FOR REQUIREMENTS.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 03/2024 REV. 1	**NFPA 13D OR 13R RESIDENTIAL FIRE SPRINKLER SERVICES**	STD. PLAN **595**

DETAIL NOTES

1. REFER TO STD. PLAN 520 FOR GENERAL REQUIREMENTS – METER, METER VAULT, AND SERVICE LINE
2. REFER TO STD. PLANS FOR WATER SERVICE REQUIREMENTS
3. REFER TO THE STATE OF UTAH, DEPARTMENT OF ENVIRONMENTAL QUALITY DIVISION OF DRINKING WATER LIST OF APPROVED BACKFLOW PREVENTION DEVICES. APPROVED DEVICES CAN BE FOUND ON THE UTAH DIVISION OF DRINKING WATER (DDW), CROSS CONNECTION CONTROL & BACKFLOW PREVENTION WEBSITE:
4. BACKFLOW ASSEMBLY SELECTION AND INSTALLATION SHALL CONFORM TO THE APPROVED INSTALLATION ORIENTATION ONLY.
5. ALL BACKFLOW PREVENTION DEVICES USED WITHIN THE STATE OF UTAH SHALL HAVE THIRD PARTY CERTIFICATION AS MENTIONED ABOVE.
6. ALL BACKFLOW PREVENTERS HAVE TO BE TESTED ANNUALY TO ENSURE THAT THEY ARE FUNCTIONING PROPERLY. A VISUAL CHECK OF AIR GAPS IS SUFFICIENT, BUT MECHANICAL BACKFLOW PREVENTERS HAVE TO BE TESTED BY A STATE CERTIFIED BACKFLOW SPECIALIST, WITH PROPERLY CALIBRATED GAUGE EQUIPMENT. TO OBTAIN A LIST OF STATE CERTIFIED TESTERS REFER TO THE UTAH DIVISION OF DRINKING WATER (DDW), CROSS CONNECTION CONTROL & BACKFLOW PREVENTION WEBSITE.
7. FIRE SPRINKLER SYSTEM PUMPS, INTEGRAL TO THE FIRE SPRINKLER PIPING, TO MEET FIRE SPRINKLER PRESSURE DESIGN REQUIREMENTS ARE CONSIDERED OUTSIDE THE INTENT OF UTAH DDW REGULATION R309-550-11(3) AND DO NOT REQUIRE APPROVAL OF THE DDW IF THEIR INSTALLATION CONFORMS TO UTAH ADOPTED PLUMBING CODE AND NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 13 D. PUMPS SHALL BE CONNECTED ON THE BUILDING SIDE OF THE WATER METER VAULT AND SHALL BE APPROVED BY THE CITY ENGINEER AND BUILDING DEPARTMENT. PUMP APPROVAL IS FOR FIRE SPRINKLER SYSTEMS ONLY AND NOT FOR DOMESTIC USE.

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	**DATE** 3/2024 **REV.** 1	**NFPA 13D OR 13R RESIDENTIAL FIRE SPRINKLER SERVICES**	**STD. PLAN** **595 S**



NOTES:

1. INSTALL REFERENCE POST WHEN WATERLINE IS LOCATED OUTSIDE OF PUBLIC RIGHT-OF-WAYS WHEN DIRECTED BY CITY ENGINEER AND WATER DEPARTMENT.

2. BURIED WATER LINE MARKER SHALL BE CONSTRUCTED ON 4" RHINO 3-RAIL FIBERGLASS UTILITY MARKER POSTS WITH VERBIAGE AS SHOWN ON THIS DETAIL. BY "RHINO" OR EQUAL. (WWW.RHINOMARKERS.COM)

3. PARK CITY LOGO IS WHITE PMS CL GY, 5CCV, 282CV AND 180CV. ALL TEXT AND GRAPHICS SHALL BE SET AGAINST A WHITE BACKGROUND. (RHINO MARKERS SHALL REFER TO SD-7964K DECAL)

4. MOUNT MARKERS PER MANUFACTURERS RECOMMENDATIONS.

5. INSTALL MARKERS AT LOCATIONS INDICATED ON PLANS BUT TYPICALLY EVERY 500 FT AND AT VALVES, TRACER WIRE BOXES, AND BENDS IN ALIGNMENT.

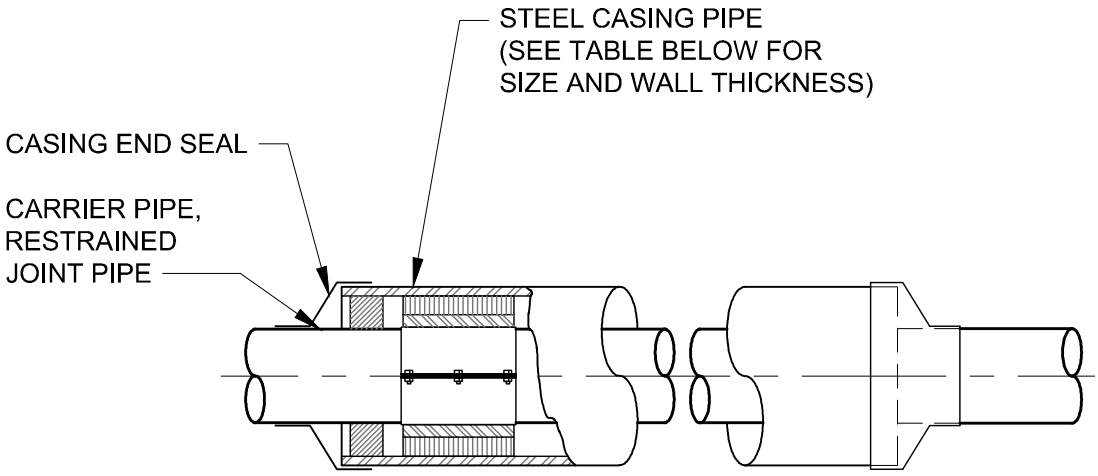
6. PLACE MARKER ON PIPE CENTERLINE.

7. OBTAIN LOGOS FROM PARK CITY TO PROVIDE TO SIGN MANUFACTURER.

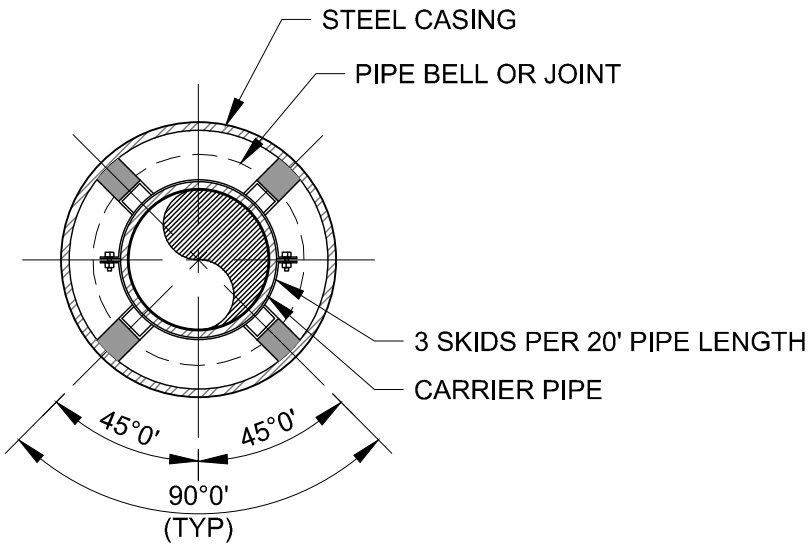
8. PRINTING MATERIAL AND SIGN MATERIAL SHALL BE WATER-RESISTANT.

9. LABEL TO READ "CAUTION WATER PIPELINE - BEFORE DIGGING CALL 811"

PARK CITY 1884 PARK CITY MUNICIPAL CORPORATION **WATER**	DATE 3/2014 REV. 0	**WATERLINE REFERENCE MARKER**	STD. PLAN **596**



SLED



PIPE CASING

CARRIER PIPE NOMINAL DIAMETER	CASING PIPE	
	MIN OD	MIN WALL THICKNESS
4"	12"	0.25"
6"	16"	0.3125"
8"	18"	0.3125"
12"	22"	0.375"
16"	28"	0.50"
20"	32"	0.50"

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	STD. PLAN
4/2014	
REV.	
0	

WATERLINE CASING

597

LEGEND AND APPROVED PARTS LIST

ITEM	DESCRIPTION	ACCEPTABLE MANUFACTURER	MODELS
①	CASING END SEAL	PIPELINE SEAL AND INSULATOR, INC	MODEL “S”
②	CASING SPACER	PIPELINE SEAL AND INSULATOR, INC.	C12G-2 OR APPROVED EQUAL
③	CARRIER PIPE: DUCTILE IRON RESTRAINED JOINT (STD. PLAN 540)		

DETAIL NOTES

1. PROVIDE CARRIER AND CASING SIZE, LOCATION, AND DEPTH PER APPROVED PLANS
2. INSTALL MECHANICAL JOINT A MAXIMUM OF 18” FROM EACH END OF CASING
3. IF REQUIRED BY APPROVED PLANS, INSTALL CLOSED CELL INSULATION IN ANNULAR SPACE BETWEEN CARRIER PIPE AND CASING. INSTALLATION METHOD TO BE APPROVED BY CITY.

PARK CITY 1884

PARK CITY MUNICIPAL CORPORATION
WATER

DATE	WATERLINE CASING	STD. PLAN
4/2014		597 S
REV.		
0		

DIVISION 600-800 UNUSED

DIVISION 900 INFORMATION TECHNOLOGY SYSTEMS

900.01 Information Technology System Standards

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Park City has adopted the current Utah Department of Transportation (UDOT) Standard Specifications and Standard Drawings sections 13431 through 13595 regarding Information Technology System (ITS) Standards with the following exceptions. Applicants shall comply with these UDOT Standards and Specifications unless given written exception by the City Manager or Designee.

1.2 UDOT STANDARD DRAWING EXCEPTIONS

A. Amend the following standard drawings:
The amendments are shown in the drawings with a "9-" prefix as provided in section 900.02 ITS Supplemental Standard Drawings.

AT 6	Conduit Details
AT 7A	Polymer Concrete Junction Box Details
AT 7B	Precast Concrete Fiber Optic and Utility Vault Details
AT-8	ITS Cabinet
AT-9	ITS Cabinet and Equipment Disconnect and Transformer Frame

1.3 UDOT ITS DESIGN MANUAL

A. Park City has adopted the current Utah Department of Transportation (UDOT) ITS Design Manual as the guiding directions for connection to the city infrastructure. Applicants shall comply with these guidelines in coordination with Park City IT unless given written exception by the City Manager or Designee.

PART 2 PRODUCTS

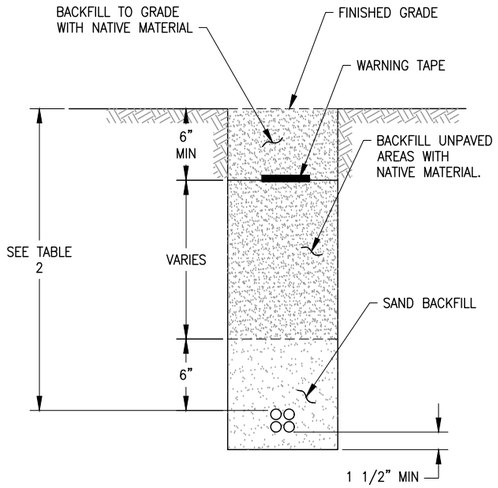
Not Used

PART 3 EXECUTION

Not Used

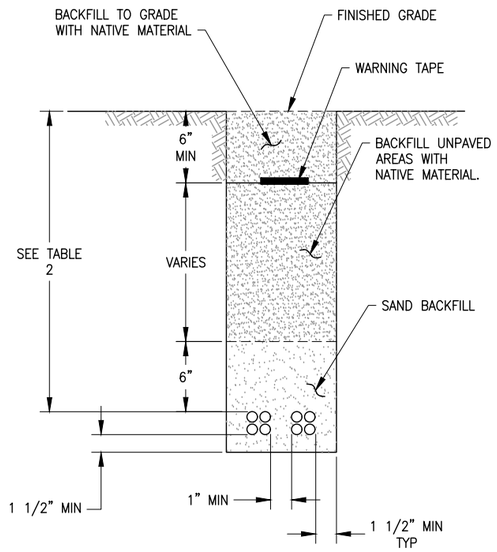
END OF SECTION

900.02 Information Technology System Drawings



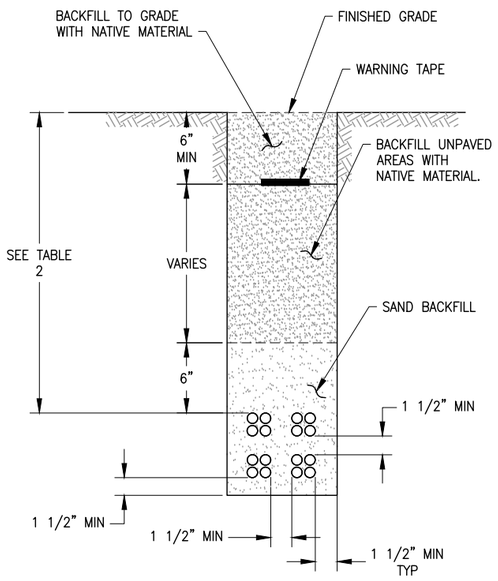
1–D MULTIDUCT CONDUIT (A)

SCALE: NTS



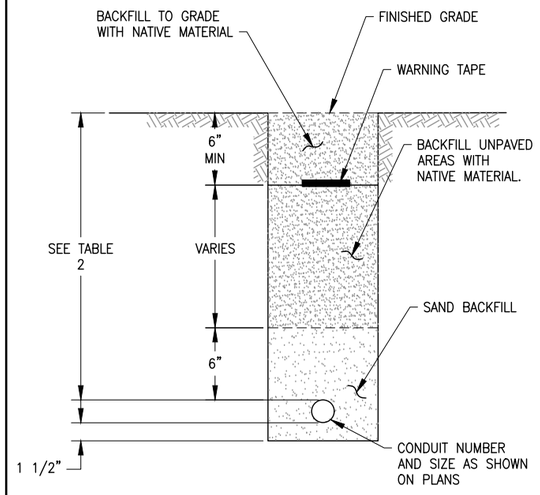
2–D MULTIDUCT CONDUIT (B)

SCALE: NTS



4–D MULTIDUCT CONDUIT (C)

SCALE: NTS



NON–MULTIDUCT CONDUIT AND BUNDLED MICRODUCT (D)

SCALE: NTS

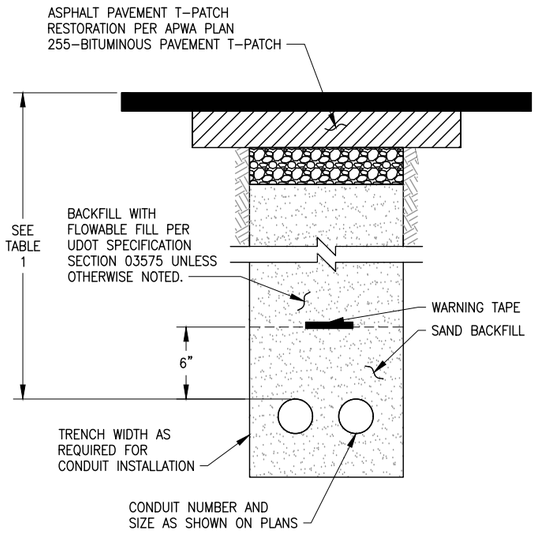


TABLE 1. MINIMUM CONDUIT DEPTH

	DEPTH IN INCHES	AREA
A	36" MIN.	NATIVE OR LANDSCAPED AREA
B	36" MIN.	CONCRETE PAVED AREA (NON–ROADWAY)
C	36" MIN.	WITHIN STREET/ROADWAY

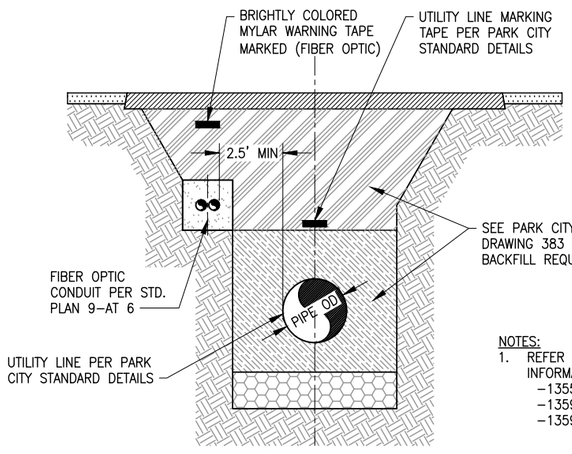
DEVIATION FROM TABLE 1 MINIMUM CONDUIT DEPTHS WILL BE CONSIDERED ON A CASE–BY CASE BASIS AND REQUIRE WRITTEN APPROVAL FROM PARK CITY MUNICIPAL ENGINEERING.

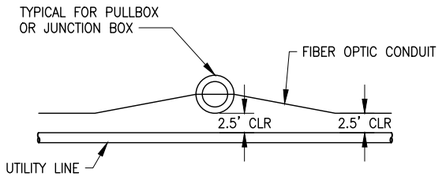
NOTES:

1. USE SAND BACKFILL AND FLOWABLE FILL WITHIN EXISTING ROADWAY, PROPOSED ROADWAY AND SIDEWALK PAVEMENT AREAS ONLY.
2. INSTALL DETECTABLE PULL TAPE IN ALL EMPTY CONDUITS.
3. USE 3/8 INCH MINUS WELL–GRADED SAND.
4. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
   - –13553 – ITS CONDUIT
   - –13594 – FIBER OPTIC COMMUNICATION
   - –13595 – ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

CONDUIT TRENCHED IN ASPHALT PAVEMENT RESTORED WITH T PATCH (E)

SCALE: NTS





TYPICAL PLAN VIEW

SCALE: NONE

NOTES:

1. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
   - –13553 – ITS CONDUIT
   - –13594 – FIBER OPTIC COMMUNICATION
   - –13595 – ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

FIBER OPTIC CONDUIT IN COORDINATION WITH OTHER UTILITY INSTALLATION (F)

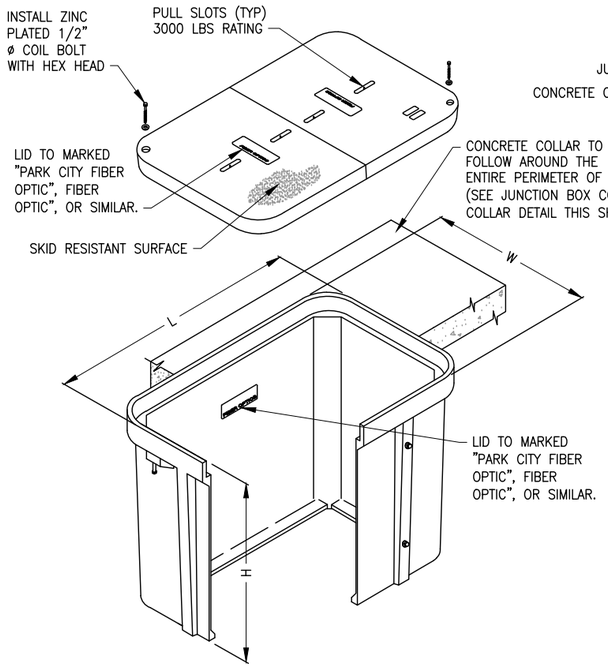
SCALE: NTS

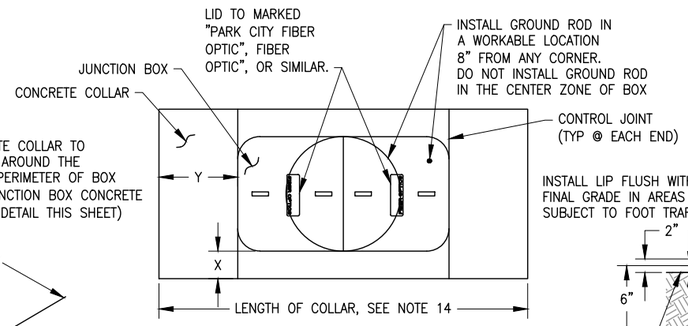
STD. PLAN 9-AT 6

CONDUIT DETAILS

DATE	03/2024	REV.	0

PARK CITY MUNICIPAL CORPORATION
ENGINEERING



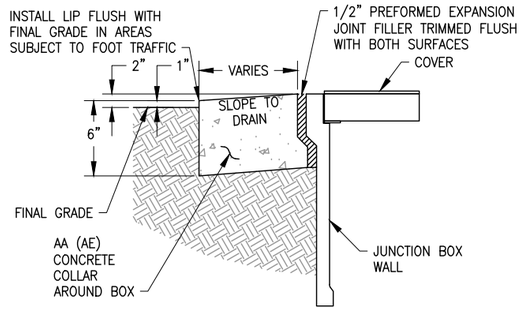


PLAN VIEW–JUNCTION BOX AND CONCRETE COLLAR

SCALE: NONE

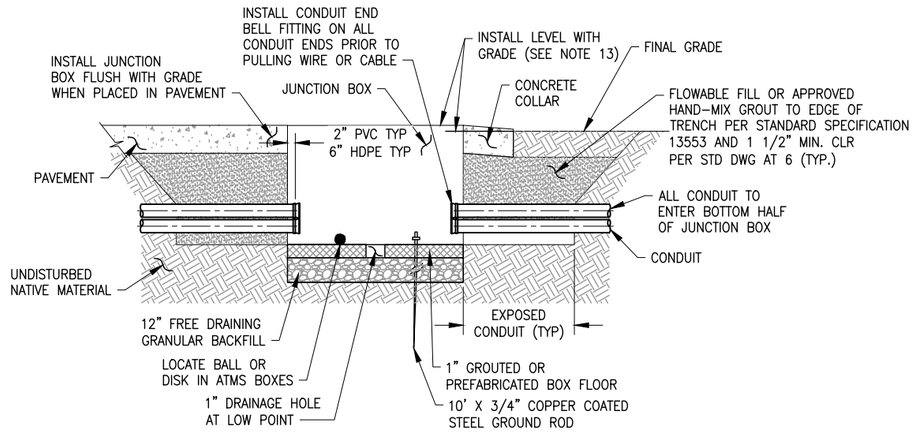
TABLE OF DIMENSIONS

BOX TYPE	"W" INCH	"L" INCH	"H" INCH	"X" INCH	"Y" INCH	LOADING
I–PC	13	24	24	10	10	TIER 22
II–PC	24	36	36	10	24	TIER 22
III–PC	30	48	36	10	24	TIER 22



JUNCTION BOX CONCRETE COLLAR DETAIL

SCALE: NONE



JUNCTION BOX CONDUIT PRENETRATION DETAIL

SCALE: NONE

NOTES:

1. BOX LOGO OR NAME PLATE, REFER TO UDOT STANDARD SPECIFICATION 13554.
2. DO NOT PLACE JUNCTION BOXES IN THE TRAVELED WAY OR ON FREEWAY SHOULDERS.
3. CONCRETE COLLAR WIDTH VARIES WHEN ADJACENT TO ATMS CABINETS. REFER TO UDOT AT AND SL SERIES STD DWGS.
4. PROVIDE CONCRETE COLLARS EXCEPT WITHIN CONCRETE PAVED AREAS, OR OTHERWISE NOTED ON DESIGN DRAWINGS.
5. INSTALL CONDUIT PLUG PER STANDARD SPECIFICATION 13554.
6. ALIGN ATMS CONDUIT BY COLOR ON EACH SIDE OF THE JUNCTION BOX.
7. PROVIDE TYPE III–PC JUNCTION BOXES WITH A SPLIT LID.
8. CONFORM TO ANSI/SCTE–77 "SPECIFICATION FOR UNDERGROUND ENCLOSURE INTEGRITY" TIER 22 LOADING FOR ALL JUNCTION BOXES. TIER 22 ID PLATE TO BE VISIBLE ON BOX.
9. EXTEND GROUND ROD A MINIMUM OF 4 INCHES AND A MAXIMUM OF 6 INCHES ABOVE BOTTOM OF JUNCTION BOX.
10. USE INTER SYSTEM GROUNDING BRIDGE CLAMP FOR BONDING TO GROUND ROD. ATTACH NOT MORE THAN 4 WIRES PER CLAMP.
11. DO NOT CUT GROUND RODS.
12. PROVIDE CLEAR SPACE OF AT LEAST 36 INCH FOR PERSONNEL TO PULL LID OFF BOX WITHOUT CONFLICT.
13. PLACE JUNCTION BOXES AND CONCRETE COLLARS LEVEL WITH GRADE ON SLOPES 6:1 OR FLATTER. REFER TO PLANS FOR DETAILS OF JUNCTION BOX PLACEMENTS ON SLOPES STEEPER THAN 6:1. SLOPE CONCRETE COLLAR TO DRAIN AS SHOWN.
14. INSTALL ENTIRE PAD UNIFORMLY TO LONGEST LENGTH WHEN SEVERAL JUNCTION BOXES ARE BEING PLACED ADJACENT TO ONE ANOTHER.
15. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
    - –13553 – ITS CONDUIT
    - –13554 – POLYMER CONCRETE JUNCTION BOX
    - –13594 – FIBER OPTIC COMMUNICATION
    - –13595 – ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

STD. PLAN

9-AT 7A

POLYMER CONCRETE JUNCTION BOX DETAILS

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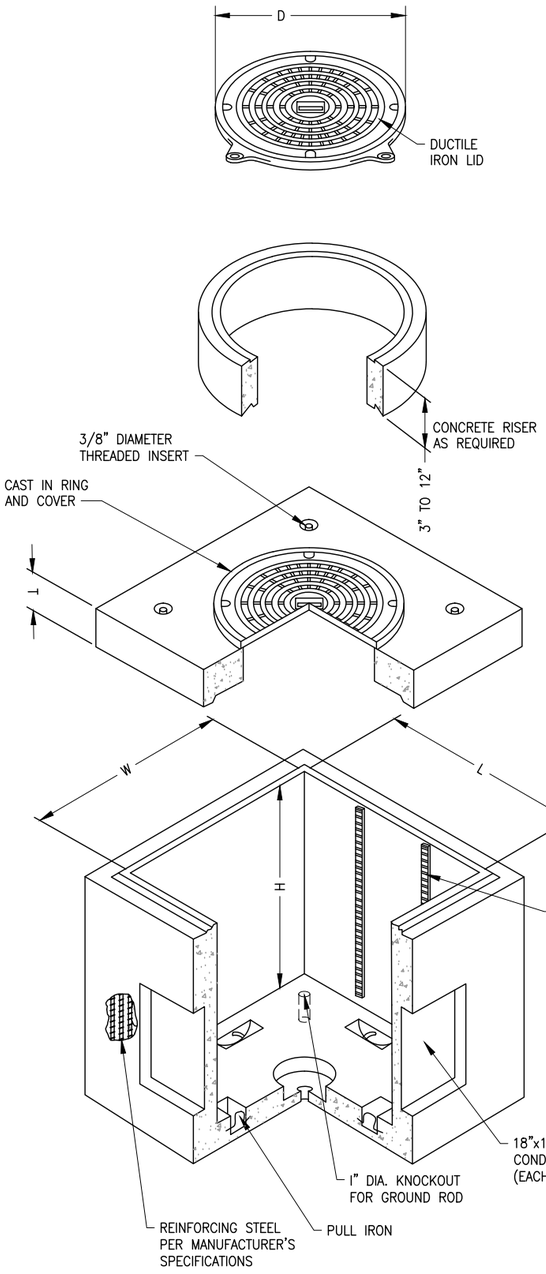
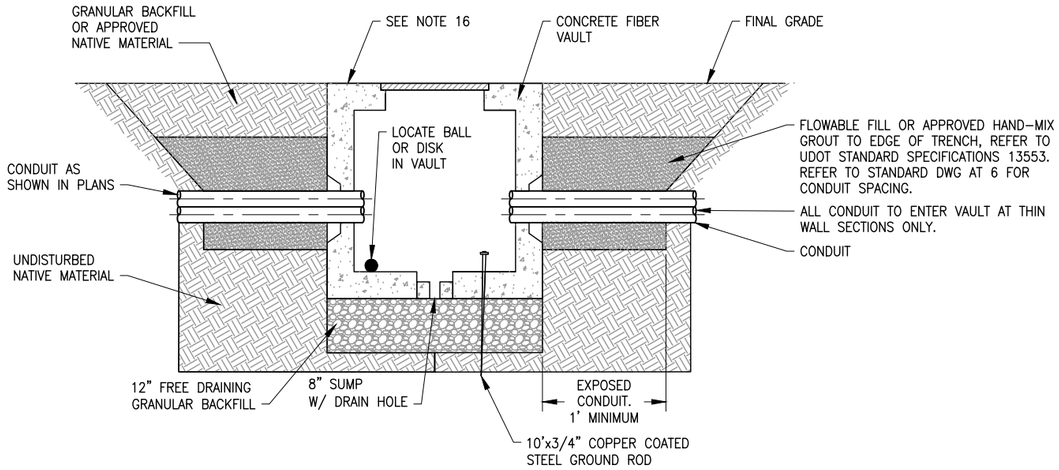


CONCRETE FIBER VAULT WITH MANHOLE LID

SCALE: NONE

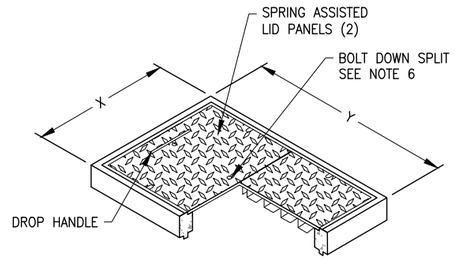


FIBER VAULT CONDUIT PENETRATION DETAIL

SCALE: NONE

TYPICAL CABLE RACK

SCALE: NONE



METAL LID FOR TYPE IV-CV FIBER VAULT

SCALE: NONE

VAULT DIMENSIONS

VAULT TYPE	"L" INCH	"W" INCH	"H" INCH	"T" INCH	LID	"X" INCH	"Y" INCH	"D" INCH
IV-CV	48	48	48	6 MIN	HINGED OR MANHOLE	24	36	36
V-CV	48	72	72	6 MIN	MANHOLE ONLY	N/A	N/A	36

NOTES:

1. SUPPLY TYPE IV FIBER VAULT WITH A TAMPERPROOF HINGED METAL LID FOR UNPAVED AREAS, OR A TAMPERPROOF HEAVYDUTY MANHOLE-STYLE LID IN PAVED AREAS. SUPPLY FIBER VAULTS, LIDS, AND COVERS RATED FOR AASHTO LRFD HL-93 LOADING.
2. SUPPLY TYPE V-CV FIBER VAULT WITH A MANHOLE-STYLE LID ONLY.
3. SUPPLY MANHOLE LIDS WITH A HOLE OR SLOT FOR REMOVAL WITH A LEVER OR HOOK. SUPPLY HINGED METAL LIDS WITH DROP HANDLES.
4. SUPPLY VAULTS WITH A PERMANENT INTERNAL LADDER.
5. PROVIDE FIBER VAULT LIDS MARKED, "PARK CITY FIBER OPTIC, FIBER OPTIC, OR SIMILAR" USING MIN 3 INCH HIGH LETTERING WITH 1/8" INCH THICKNESS. FORM LETTERS BY ENGRAVING, CASTING, STAMPING, OR WITH A PRECISE WELD BEAD.
6. PROVIDE HINGED METAL LID WITH A MINIMUM OF 3/23" HIGH DIAMOND PATTERN OR SIMILAR SURFACE.
7. PROVIDE FIBER VAULTS WITH A HEAVY-DUTY NON-METALLIC CABLE STORAGE RACK SYSTEM. PROVIDE RACK ARMS AND STANCHIONS CAPABLE OF SUPPORTING A MINIMUM OF 250 LB FOR TYPE IV-CV FIBER VAULT RACKS, INCLUDE A MINIMUM OF 36 INCH RACK STANCHIONS AND 4 RACK ARMS. FOR TYPE V-CV FIBER VAULTS, INCLUDE A MINIMUM OF 45 INCH RACK STANCHIONS AND 5 RACK ARMS.
8. CONDUITS PENETRATE FIBER VAULT AT THIN WALL SECTIONS ONLY. CORE DRILL HOLE IN THIN WALL SECTION TO CONDUIT SIZE PLUS 1/4". DO NOT "KNOCK OUT" THE THIN WALL SECTION.
9. COMPLY WITH OSHA REQUIREMENTS FOR ENCLOSED WORK SPACES.
10. BOND AND GROUND ALL EXPOSED METALLIC COMPONENTS OF THE FIBER VAULT PER NEC 250 IF ARMORED FIBER OPTIC CABLE IS USED.
11. INSTALL CONDUIT PLUGS ACCORDING TO UDOT STANDARD SPECIFICATION 13553.
12. ALIGN ATMS CONDUIT BY COLOR ON EACH SIDE OF FIBER VAULT.
13. EXTEND GROUND ROD A MINIMUM OF 4 INCHES AND A MAXIMUM OF 6 INCHES ABOVE BOTTOM OF FIBER VAULT.
14. USE GROUND ROD BRIDGE CLAMP FOR BONDING TO GROUND ROD. ATTACH NOT MORE THAN 4 WIRES PER CLAMP.
15. DO NOT CUT GROUND RODS.
16. INSTALL VAULT PLUMB AND LEVEL. GRADE BACKFILL FLUSH WITH VAULT.
17. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
    - -13431 - PRECAST CONCRETE FIBER OPTIC AND UTILITY VAULT
    - -13553 - ITS CONDUIT
    - -13594 - FIBER OPTIC COMMUNICATION
    - -13595 - ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

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PRECAST CONCRETE FIBER OPTIC AND UTILITY VAULT DETAILS

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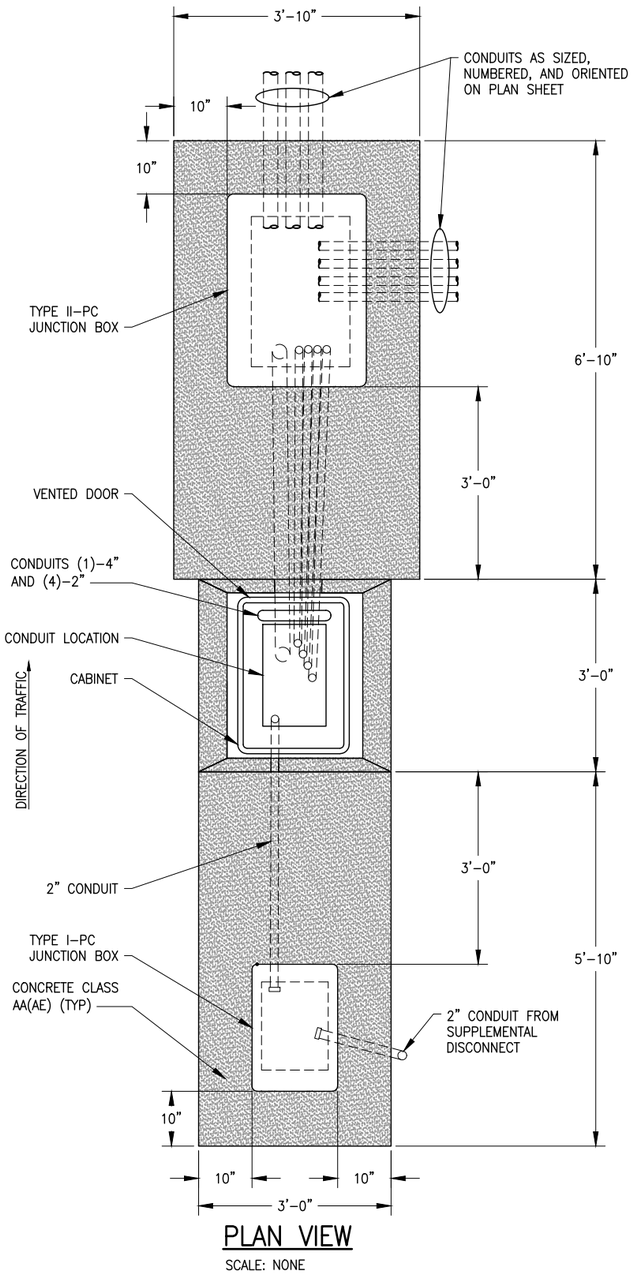
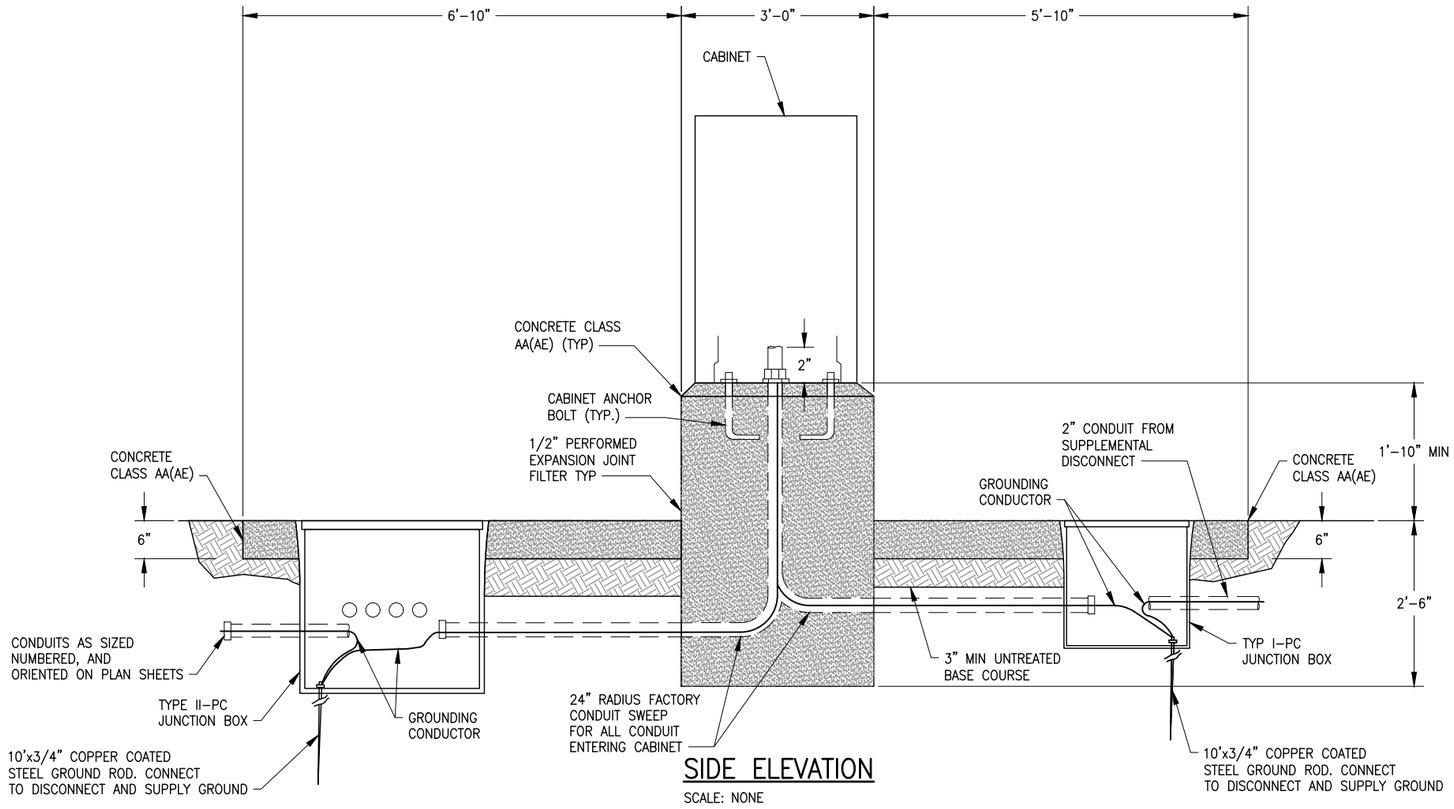


PLAN VIEW

SCALE: NONE



SIDE ELEVATION

SCALE: NONE

NOTES:

1. SEE STD DWG 9-AT 9 FOR CABINET DISCONNECT AND TRANSFORMER DETAIL.
2. FIELD VERIFY CONDUIT LAYOUT IN FOUNDATION TO AVOID CONFLICT WITH CABINET.
3. SEE STD DWG 9-AT 7 FOR TYPICAL ITS JUNCTION BOX INSTALLATION.
4. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
   - -13431 - PRECAST CONCRETE FIBER OPTIC AND UTILITY VAULT
   - -13553 - ITS CONDUIT
   - -13554 - POLYMER CONCRETE JUNCTION BOX
   - -13594 - FIBER OPTIC COMMUNICATION
   - -13555 - ITS CABINET
   - -13595 - ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

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ITS CABINET

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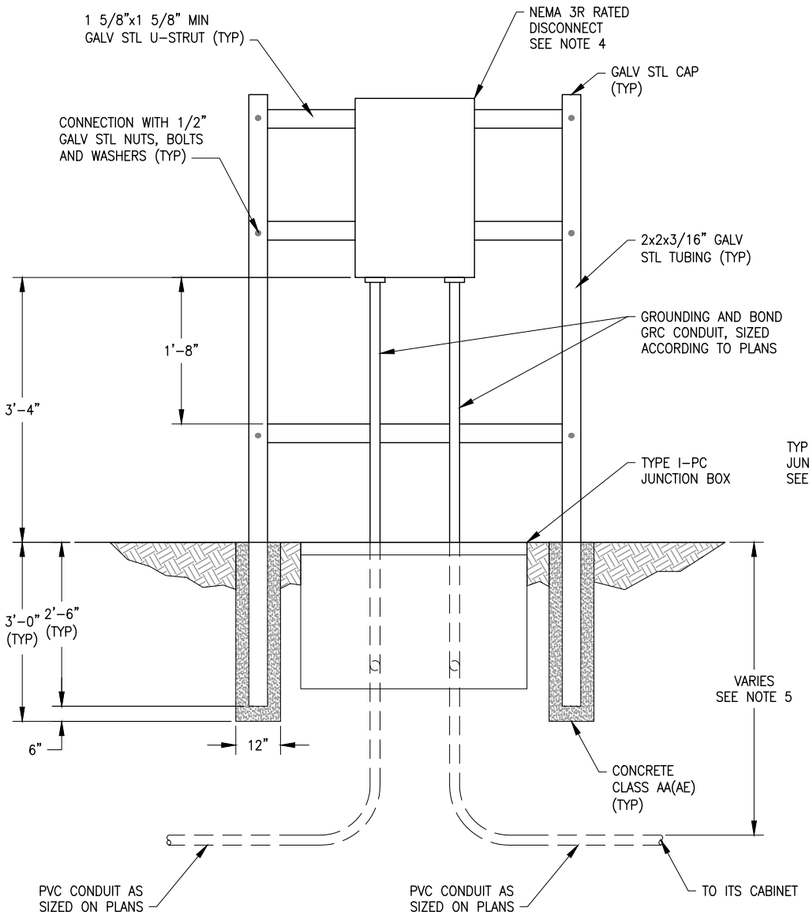
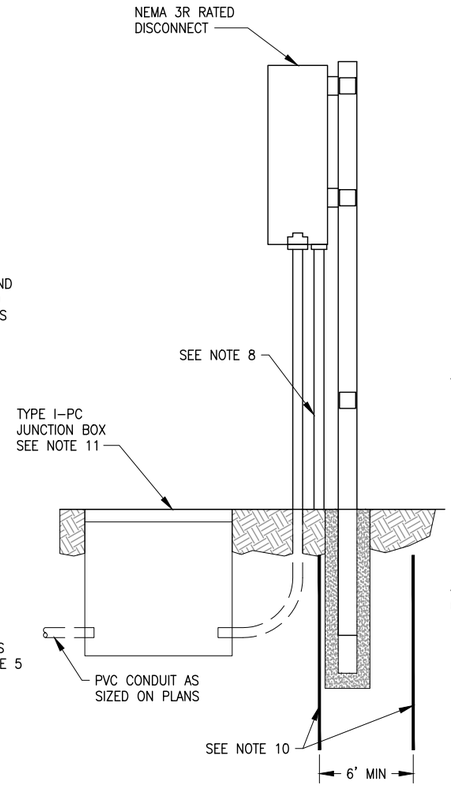
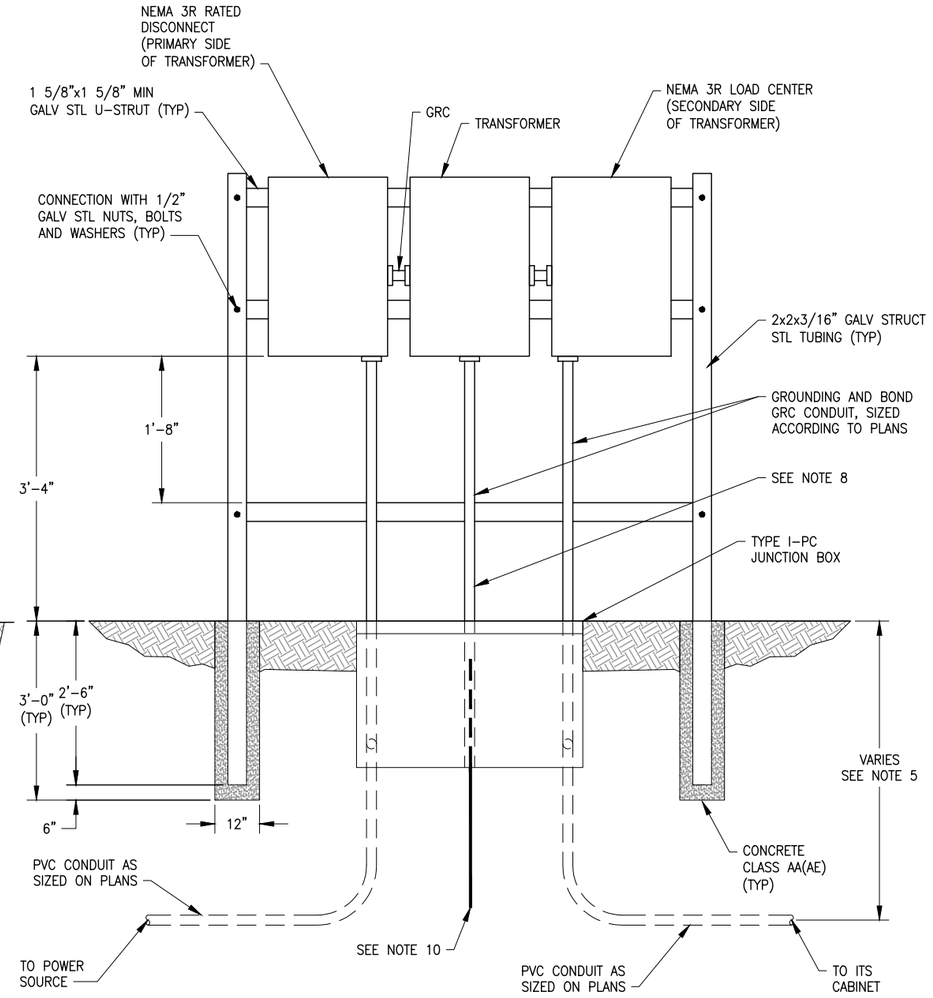


SUPPLEMENTAL DISCONNECT FRAME (A)
SCALE: NONE



PROFILE VIEW
SCALE: NONE



SUPPLEMENTAL DISCONNECT
WITH TRANSFORMER FRAME (B)
SCALE: NONE

NOTES:

1. LOCATE FRAME 10 TO 15 FT FROM CABINET AND ITS EQUIPMENT.
2. ROUND OFF SHARP EDGES OF STRUCTURAL TUBING. PAINT CUT ENDS OF FRAMING STRUTS WITH ZINC RICH PAINT.
3. APPLY CORROSION PROTECTION TO PORTION OF STRUT BELOW GRADE.
4. ATTACH TRANSFORMER, DISCONNECT AND LOAD CENTER TO FRAMING STRUT WITH WATERTIGHT GASKETS AND GALVANIZED HARDWARE.
5. REFER TO UDOT STANDARD SPECIFICATION 13553 FOR CONDUIT DEPTH.
6. USE ONLY FACTORY PRODUCED CONDUIT SWEEPS.
7. SIZE ENCLOSURE TO ACCOMMODATE CONDUIT SIZES PER PLAN.
8. INSTALL 1 INCH SCHEDULE 80 PVC AS PROTECTION FOR GROUNDING ELECTRODE CONDUCTOR.
9. ALL MATERIALS USED MUST BE RATED FOR THE VOLTAGE AND CURRENT AS SHOWN.
10. INSTALL 2 EACH 10 FT X 3/4 INCH GROUND RODS DIRECTLY BELOW SUPPORT FRAME, SPACED MINIMUM 6 FT APART AT TRANSFORMER LOCATIONS. INSTALL 6 AWG COPPER GROUNDING ELECTRODE CONDUCTOR BETWEEN GROUND RODS 6 INCHES BELOW GRADE AND BOND TO TRANSFORMER SECONDARY ACCORDING TO NEC ARTICLE 250 REQUIREMENTS.
11. LOCATE TYPE I PC JUNCTION BOX MINIMUM 6 FT AND MAXIMUM 10 FT FROM FRAME.
12. REFER TO THE FOLLOWING UDOT STANDARD SPECIFICATIONS FOR ADDITIONAL INFORMATION:
    - 13431 – PRECAST CONCRETE FIBER OPTIC AND UTILITY VAULT
    - 13553 – ITS CONDUIT
    - 13554 – POLYMER CONCRETE JUNCTION BOX
    - 13594 – FIBER OPTIC COMMUNICATION
    - 13555 – ITS CABINET
    - 13595 – ITS INTEGRATION, INSPECTION, TESTING, AND ACCEPTANCE

STD. PLAN
9-AT 9

ITS CABINET AND EQUIPMENT DISCONNECT AND TRANSFORMER FRAME

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PARK CITY MUNICIPAL CORPORATION
ENGINEERING

ATTACHMENT A – 2025 Public Water Field Observation Guidelines

PUBLIC WATER SYSTEM FIELD OBSERVATION GUIDELINES

FOR PROJECTS WITHIN THE PARK CITY WATER SERVICE DISTRICT

YEAR 2025

REV. 2

FORWARD

This manual provides information to assist the field representative in his duties of observing the progress and quality of public water line construction within the Park City Water Service District, Park City, Utah, and determining if the work is proceeding in accordance with *Park City Design Standards, Construction Specifications and Standard Drawings*. The information, checklists and procedures included in the manual are not all inclusive, but are intended to serve as guidelines for the performance of periodic construction observations, required sampling and testing observation by the field representative. **It is important that field representatives contact the Project Manager or the Park City Engineer for clarification if there are any questions related to the requirements of the Park City Design Standards, Construction Specifications, and Standard Drawings.**

DISINFECTING

All new water mains, services, and appurtenances shall be disinfected in accordance with AWWA Standard C651-05.

The method typically employed by the Contractor to disinfect new water distribution systems is to place calcium hypochlorite granules in the pipeline as it is being installed. Reference *Park City Design Standards and Construction Specifications*, Appendix 703A. The field representative should pay special attention to the following items:

- Refer to Table No. 1 of the above referenced Appendix for the number of ounces to be used per pipe diameter and pipe interval to achieve the necessary disinfection concentration.
- **Active chlorine content of disinfecting solution within water service tubing (CTS) for water services shall not exceed 12%.**
- Water mains shall be filled slowly to prevent "pushing" the calcium hypochlorite granules to one end of the pipe line. If the new water lines are to be filled by introducing water from the existing water distribution system, via opening the isolation valve between the two systems, the field representative shall monitor the opening of the valve. The field representative shall pay special attention to the following during water system filling by the Contractor:
  1. Verify that the static water pressure of the distribution system (typically 40 psi) is capable of overcoming the static head required to fill the new water line.
  2. Be certain a means of releasing air at the high point of the water system to be filled is provided and is open.
  3. The isolation valve shall be opened only slightly **(existing water system valves are to be operated only by Water Operations staff)**.
  4. Listen for water passing the valve. The valve shall be closed immediately if it appears that the water pressures begin to equalize on each side of the valve. Backflow of chlorinated water into the existing water distribution system must not occur.
- After the water mains and services have been filled by the Contractor, the field representative shall sample and test the water for chlorine concentration. Observe the following:
  1. Select sampling frequency and locations to achieve representative samples. Typical locations for samples at water meter services, taps or fire hydrants. The sampling frequency will depend on length of the water line being chlorinated, availability of sampling points, and results of chlorination concentration tests.
- The field representative should observe the disinfection of the interior of all pipe, fittings, valves, tapping sleeves, and other materials when existing water mains are cut into or repaired. The Contractor can accomplish this by swabbing the materials with a hypochlorite solution. Reference *Park City Design Standards and Construction Specifications*, Appendix A.
- **Remember: Good disinfection practices improve the opportunity for successful bacteriological test results.**

WATER SYSTEM FLUSHING

Flushing of the installed water system is to be completed in two steps. The initial flushing is to be performed following installation and disinfection of the water main but prior to hydrostatic testing. The final flushing is to be performed following hydrostatic testing and leakage testing.

INITIAL FLUSHING

The following items should be considered by the field representative and may need to be reviewed with the Park City Engineer:

1. When notified that the Contractor intends to begin the initial flushing but before the Contractor utilizes water contact the Park City Water Department to be certain that water is available from the City for flushing purposes. **Inform the Contractor not to begin flushing without authorization (existing water system valves are to be operated only by Water Operations staff).**

2. Review with the Contractor the proposed discharge location for flushing operations and the method by which the Contractor intends to control the discharge of chlorinated water from the water system. **Fire hydrants are not acceptable points for <u>initial</u> flushing operations.**
Typically, Contractors will discharge the water into a water truck or tank and haul the water offsite for disposal. **Chlorinated water shall not be allowed to be discharged in a manner that it could now onto vegetation or into streams, waterways, storm drains or sanitary sewer systems.**

3. Determine the required diameter of opening(s) for discharge from the water line. The opening must be sized to achieve velocities capable of moving dirt and rock through the pipe, approximately **6 to 8 feet per second**. Note that required flowrate and opening size(s) referenced in AWWA Table 3 Required Flow and Openings to Flush Pipelines, is based on only 2.5 feet per second velocity at 40 psi pressure. *Required opening size will be determined based on site specific available water system pressure to achieve the required velocity.*

4. Determine the total volume of water to be expelled from the section of water system being flushed. The entire contents of the water line must be discharged and replaced with new water. To determine the volume required, ensuring that the entire pipe line has been flushed, utilize the following formula:

$V=(\pi d^2/4)(L)(7.481)$; *where:* *V = volume (gallons)*
π/4 = area
d = pipe diameter (feet)
π = 3.141

5. If the section of water line to be flushed is very long, making the transport of sediment and rock to the discharge location may be difficult, an intermediate discharge location for flushing should be considered. *The end of a fire service line, prior to setting the hydrant, or a properly sized service tap could be utilized.*

6. After initial flushing has been completed, perform sampling and testing for "low" chlorination concentration.

FINAL FLUSHING

1. Utilize the same procedure for final flushing as for initial flushing, except that concerns regarding the chlorine concentration of discharge water do not apply.
2. Fire hydrants are to be flushed and can be utilized as flushing locations.
3. Services are to be flushed at the meter vaults. *Proper flushing of the service lines is important since water samples for bacteriological testing are typically taken at the service lines.*

TABLE 3 REQUIRED FLOW AND OPENINGS TO FLUSH PIPELINES (40 psi RESIDUAL PRESSURE IN WATER MAIN)*

Pipe Diameter inches	Flow Required to produce 2.5 ft/s (approx) velocity in main gpm	Size of tap inches 1-1/2 Number of Taps on Pipe# 1	Size of tap inches 1-1/2 Number of Taps on Pipe# 2	Number of 2-1/2 in. Hydrant Outlets*
4	100	1	–	1
6	200	–	1	–	1
8	400	–	2	1	1
10	600	–	3	2	1
12	900	–	–	2	2
16	1600	–	–	4	2

*With a 40 psi pressure in the main with the hydrant flowing to atmosphere, a 2-1/2 inch hydrant outlet will discharge approximately 100-0 gpm and a 4-1/2 inch hydrant outlet will discharge approximately 2500 gpm.

HYDROSTATIC TESTING

Hydrostatic testing is required for every section of water main (valve to valve). Testing every section is intended to test both sides of isolation valves to ensure proper functioning of the valve. Prior to hydrostatic testing and leakage testing the water system should be flushed and tested for proper disinfection.

HYDROSTATIC TESTING

The specified hydrostatic test pressure is to be met at the highest elevation in the section of water line being tested. The specified test pressure shall be achieved by means of a Contractor supplied pump/gauge system connected to the pipe. The gauge shall have sufficient increments to enable accurate readings to be taken.

To achieve proper hydrostatic test pressure at the highest elevation of the water line section being tested, consider the locations available for installing the testing apparatus. To determine the required test pressure at the test gauge, utilize the following formula:

$$P_g = P_r + (H_v - H_g) / 2.31;$$

where: P_g *= required gauge pressure reading (psi)*

P_r *= required test pressure (psi)*

H_v *= elevation at highest valve (feet)*

H_g *= elevation at gauge (psi)*

Note: 1 psi = 2.31 feet of elevation, or 0.43 psi X elevation difference in feet.

The following items should be considered and may need to be reviewed with the Park City Engineer:

- The possibility of requiring/requesting a water valve to be installed in the water main to reduce the pressure difference in the water line to be tested. This may occur when there is a significant difference in elevation between water valves;
- The installation of an additional service tap to accommodate proper testing.
- In achieving the required hydrostatic pressure at the highest elevation of the water line section being tested, the hydrostatic pressures at the lowest elevation may exceed acceptable pressures for the pipe, valves or fittings. Typically, if the calculated pressure at the lowest elevation exceeds 300 psi, the City Engineer should be notified before testing is performed.

HYDROSTATIC TESTING

The field representative shall perform all sampling for bacteriological testing and deliver samples to the Summit County Health Department (or a pre-approved state certified laboratory) for analysis. To achieve consistent and representative sampling, the following procedures shall be observed by the field representative:

- Select the location and number of samples to be taken. Samples are typically taken at water meter services and ends of the water line. Intervals of 200 feet between sampling locations is preferred.
- Procedures for obtaining samples for bacteriological testing of the water system are as follows:
  1. Obtain sample bottles from the Public Works Water Department office or Summit County Health Department, if not available in the office.
  2. When sampling, first disinfect or sterilize the discharge area.
  3. Open the control valve slowly and allow water to flow for a short period.
  4. Close the valve slightly to reduce the flowrate and fill the sample bottle to the fill line. Place the lid on the sample bottle and seal shut. Note: Be sure to identify the location of the sample bottle before obtaining other samples.
- After all samples are taken, complete the identification form and add other pertinent information to each sample bottle. Reference the sample identification form contained in the Report Forms and Checklists section of this manual. *Note: Pay special attention to Item No. 2, "Investigative Sample (not included on official records)" on the identification form.* **Always check this box on the form.**

TABLE 1
ALLOWABLE LEAKAGE PER 1000 FEET OF PIPELINE
(gph)

Avg. Test Pressure (psi)	Nominal Pipe Diameter (inches) 3	4	6	8	10	12	14	16	18
250	.36	.47	.71	.95	1.19	1.42	1.66	1.90	2.14
225	.34	.45	.68	.90	1.13	1.58	1.58	1.80	2.03
220	.32	.43	.64	.85	1.06	1.28	1.48	1.70	1.91
175	.30	.40	.59	.80	.99	1.19	1.39	1.59	1.79
150	.28	.37	.55	.74	.92	1.10	1.29	1.47	1.66
125	.25	.34	.50	.67	.84	1.01	1.18	1.34	1.51
100	.23	.30	.45	.60	.75	.90	1.05	1.20	1.35

*EXCERPTED FROM AWWA C600

In inch-pound units,

$$L = \frac{SD\sqrt{P}}{133{,}200}$$

Where,

- L = testing allowance (makeup water), in gallons per hour
- S = length of pipe tested, in feet
- D = nominal diameter of the pipe, in inches
- P = average test pressure during the hydrostatic test, in pounds per square inch (gauge)

This formula is based on a testing allowance of 11.65 gpd/mi/in. of nominal diameter at a pressure of 150 psi.

FIELD OBSERVATION REPORT FORMS AND CHECKLISTS

This section includes typical forms checklists that are to be used as generalized guidelines to assist in the verification of the material and dimensional requirements of the Park City Design Standards and Construction Specifications. Field Representatives are to utilize the checklists during water system construction to assist the Contractor in understanding the requirements of the final product and during the final walk-through to verify consistency with the standards and specifications. Additionally, the fire hydrant inspection forms, illustrating the placement of a fire hydrant in three different terrain conditions, are to be completed during the Final Walk-through to provide the Park City Engineer with information regarding the hydrant's installed elevation and location relative to the curb and gutter and the auxiliary valve.

FIELD OBSERVATION QUICK CHECKLIST

WATER LINE INSTALLATION:

☐ Verify that marking tape and locator wire is installed above the water main in the trench

☐ Verify that water main is bedded with approved gravel-sand material

☐ Verify that water main is installed at proper horizontal location (within pavement and inside of curb & gutter limits) and depth. Require additional survey staking be provided if necessary to determine design grades and curb & gutter alignment

☐ Verify that correct polyethylene encasement is provided and properly installed

☐ Verify that wax tape coating system is provided and properly installed on all buried bolts & nuts. Verify the cathodic protection system (if required) is provided and properly installed.

☐ Verify that thrust blocking is of adequate size, extended to undisturbed soil and that the pipe is wrapped with polyethylene before concrete is placed

☐ Verify that service taps are at 45 degrees to the main with 2 feet minimum separation

☐ Verify that every service corporation stop is open. This can be verified during flushing procedures

☐ Verify that water valves are properly set, valve boxes are clear of debris, and that a valve key can be placed on the valve. This must be verified during the final walk-through

FIELD OBSERVATION QUICK CHECKLIST

FIRE HYDRANT INSTALLATION:

☐ Verify that adequate gravel is placed around the fire hydrant base

☐ Verify that thrust blocking is properly placed and fire hydrant drain ports are not covered by concrete.

☐ Flush fire hydrant drain ports. Close main hydrant valve to the position at which the drains open and allow flow through the drains under pressure for about ten seconds to flush the drains. Then close hydrant valve completely.

☐ Check fire hydrant barrels for drainage. Remove nozzle cap, open hydrant valve, allow hydrant to run briefly and close hydrant valve. Place palm of hand over nozzle outlet. Drainage should be sufficient to create a suction.

☐ Check fire hydrant nozzle caps for thread damage from impact or cross threading

☐ Verify that the auxiliary valve is in the wide open position.

☐ Verify that fire hydrant markers are installed

☐ Verify that fire hydrant is properly extended above grade and hydrant pad is properly constructed. See *Fire Hydrant Inspection Sheet.*

FIELD OBSERVATION QUICK CHECKLIST

WATER METER INSTALLATION:

☐ Verify that meter service assembly materials are in accordance with Checklist. *See checklists for specific* size *water meter.*

☐ Verify that water meter box is adjusted to grade. *See meter box adjustment detail sheet.*

☐ Verify that water meter box is located properly. Require additional staking as required for verification.

TYPICAL PROCESS FOR WATER SYSTEM CONSTRUCTION

1. INSTALL WATER MAIN AND FIRE HYDRANTS

If the Contractor elects to perform hydrostatic testing of water services independently of the water main, Items 3, 5, 7 and 9 will be performed on the water main prior to installation of the water services.

2. INSTALL WATER SERVICES

If water services are installed after water main testing, the each services must be disinfected separately.

3. INITIAL FLUSHING OF WATER MAIN

Sampling and testing for "high" chlorine concentration is performed prior to initial flushing.

4. INITIAL FLUSHING OF WATER SERVICES

5. PERFORM HYDROSTATIC AND LEAKAGE TESTING ON WATER MAIN

6. PERFORM HYDROSTATIC AND LEAKAGE TESTING ON FIRE HYDRANTS & WATER SERVICES

7. FINAL FLUSHING OF WATER MAIN

Sampling and testing for "low" chlorine concentration is performed following final flushing.

8. FINAL FLUSHING OF FIRE HYDRANTS & WATER SERVICES

9. PERFORM BACTERIOLOGICAL TESTING

10. ALLOW ACTIVATION OF WATER SYSTEM

Permanent opening of isolation valves upon receipt of successful bacteriological test results.

WATER SYSTEM TESTING SUMMARY REPORT

PROJECT NAME _____ **PROJECT #** _____

CONTRACTOR _____

WATER SYSTEM SECTION _____

DISINFECTION: 703.2.12C & J

TYPE OF CHLORINE: ☐ GRANULAR ☐ INJECTION, WHERE: _____

SAMPLE LOCATION: _____

	DATE	TIME	CHLORINE, PPM
START:			
END:			

RESULT: ☐ PASS ☐ FAIL INITIALS _____

DISPOSAL OF CHLORINATED WATER: _____

FLUSHING: 703.2.12A

MAIN:

LENGTH OF SECTION: _____ feet PIPE MAT'L: _____ PIPE DIAMETER: _____ inches

☐ CITY WATER USED ☐ OTHER

FLUSH ORIFICE SIZE: _____ inches STATION: _____

ESTIMATED TO BE FLUSHED: _____ gal. ESTIMATED DURATION: _____ min.

ACTUAL DURATION: _____ min.

DATE: _____ INITIAL _____ FINAL INITIALS _____

SERVICES:

LOT No's: _____

DATE: _____ INITIAL _____ FINAL INITIALS _____

HYDRANTS:

STATION: _____	_____ INITIAL	_____ FINAL	INITIALS	_____
STATION: _____	_____ INITIAL	_____ FINAL	INITIALS	_____
STATION: _____	_____ INITIAL	_____ FINAL	INITIALS	_____

BACTERIOLOGICAL SAMPLING: 703.2.12M

DATE OF SAMPLE: _____

SAMPLE TAKEN BY: _____ P.O. No.: _____

SAMPLES DELIVERED TO: _____ DATE: _____ TIME: _____

SAMPLES ANALYZED BY: _____

SAMPLE NO. 1 TAKEN AT: _____	☐ PASS	☐ FAIL
SAMPLE NO. 2 TAKEN AT: _____	☐ PASS	☐ FAIL
SAMPLE NO. 3 TAKEN AT: _____	☐ PASS	☐ FAIL

DATE OF RESULT: _____ (REFERENCE ATTACHED TESTING REPORT)

WATER SYSTEM TESTING SUMMARY REPORT (continued)

HYDROSTATIC TEST: 703.2.11

MAIN:

	INITIAL TEST		RETEST	
DATE:	_____		DATE:	_____
TEST PRESSURE @ START:	_____ psi		@ START:	_____ psi
@ 30 min:	_____ psi		@ 30 min:	_____ psi
@ 60 min:	_____ psi		@ 60 min:	_____ psi
@ 90 min:	_____ psi		@ 90 min:	_____ psi
@ FINISH:	_____ psi		@ FINISH:	_____ psi
	☐ PASS ☐ FAIL			☐ PASS ☐ FAIL
	INITIALS _____			INITIALS _____

COMMENTS _____

SERVICES:

LOTS SERVICED: _____

	INITIAL TEST		RETEST	
DATE:	_____		DATE:	_____
TEST PRESSURE @ START:	_____ psi		@ START:	_____ psi
@ 30 min:	_____ psi		@ 30 min:	_____ psi
@ FINISH:	_____ psi		@ FINISH:	_____ psi
	☐ PASS ☐ FAIL			☐ PASS ☐ FAIL
	INITIALS _____			INITIALS _____

COMMENTS _____

HYDRANTS:

STREET & STATION:	_____	STREET & STATION	_____
TEST DATE:	_____	TEST DATE	_____
@ START:	_____ psi	@ START:	_____ psi
@ 30 min.:	_____ psi	@ 30 min.:	_____ psi
@ FINISH:	_____ psi	@ FINISH:	_____ psi
	☐ PASS ☐ FAIL		☐ PASS ☐ FAIL
INITIALS:	_____	INITIALS:	_____

STREET & STATION:	_____
TEST DATE:	_____
@ START:	_____ psi
@ 30 min.:	_____ psi
@ FINISH:	_____ psi
	☐ PASS ☐ FAIL
INITIALS:	_____

COMMENTS _____

LEAKAGE TEST: 703.2.11

DATE _____

LENGTH OF SECTION: _____ PIPE MAT'L.: _____ DIAMETER: _____

LENGTH OF TEST: _____ hours _____ minutes

ACCEPTABLE LOSS, per AWWA C600. TABLE 6: _____ gph per 1000 feet, _____ total gallons

GALLONS USED: _____ gallons

RESULT: ☐ PASS ☐ FAIL INITIALS _____

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ATTACHMENT B – Old Town Stairway Construction Details & Plans

A guide to "Old Town Stairway" Construction

By Chase Bowler

PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-A
	REV.		

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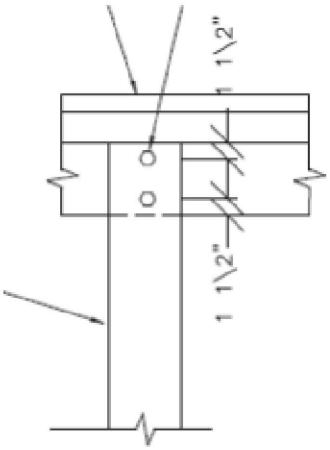
B. Galvanized Carriage Bolts.....10
C. Counter Sink 10

	DATE		STD. PLAN
PARK CITY 1884	3/2020	OLD TOWN STAIRWAY	881-B
	REV.		

Connections and Parts

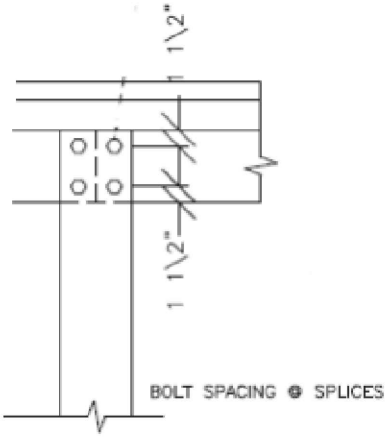
A)

Note that all connections are carriage bolts, having the smooth side inward, and the threads on the outside with washer and nut.



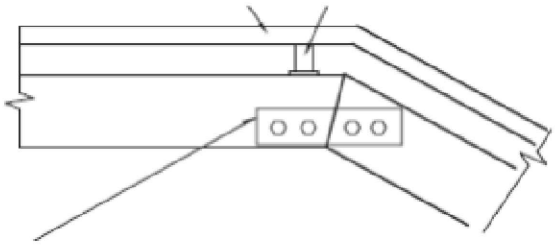
B)

Two bolts are recommended for upright and handrail connections. And when there is a splice in the wooden handrail support structure, than four bolts shall be used.



C)

Any change in angle should be connected with angle steel and appropriate carriage bolt washer and nut combination.

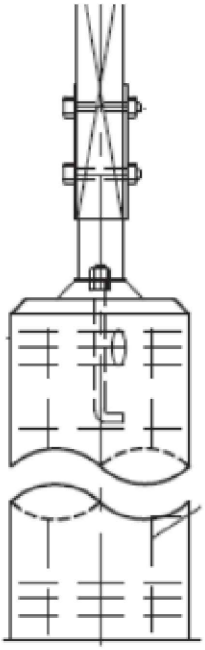


PARK CITY 1884	DATE 3/2020 REV.	OLD TOWN STAIRWAY	STD. PLAN 881-C

Uprights

A)

All supports must be founded in a concrete poured base 12" in diameter, and connected using four galvanized steel bolts.



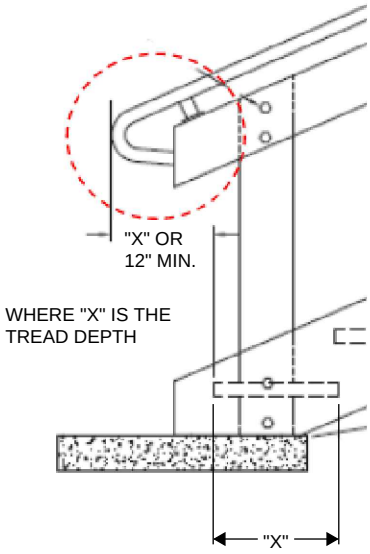
Railing

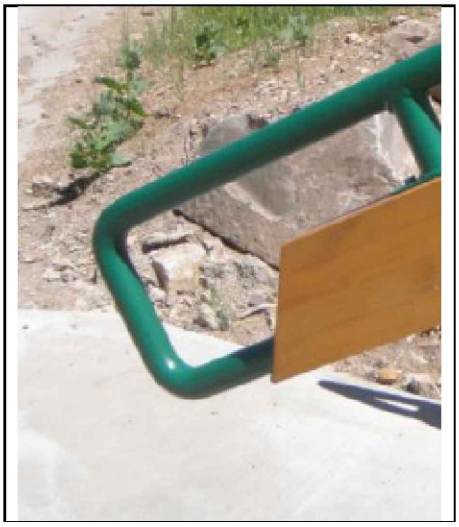
B)

According to code all terminations of handrails must curve back around and connect into the wood end.

IBC 1012.6 ***Handrail Extensions*** *"Handrails... shall be continuous to the handrail of an adjacent stair flight or ramp run."*

And "...handrails shall extended horizontally at least 12in beyond the top riser and continue to slope for the depth one tread beyond the bottom riser."



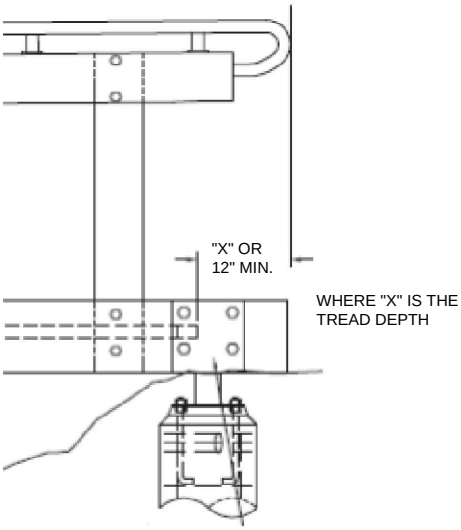


	DATE		STD. PLAN
PARK CITY 1884	3/2020	OLD TOWN STAIRWAY	881-D
	REV.		

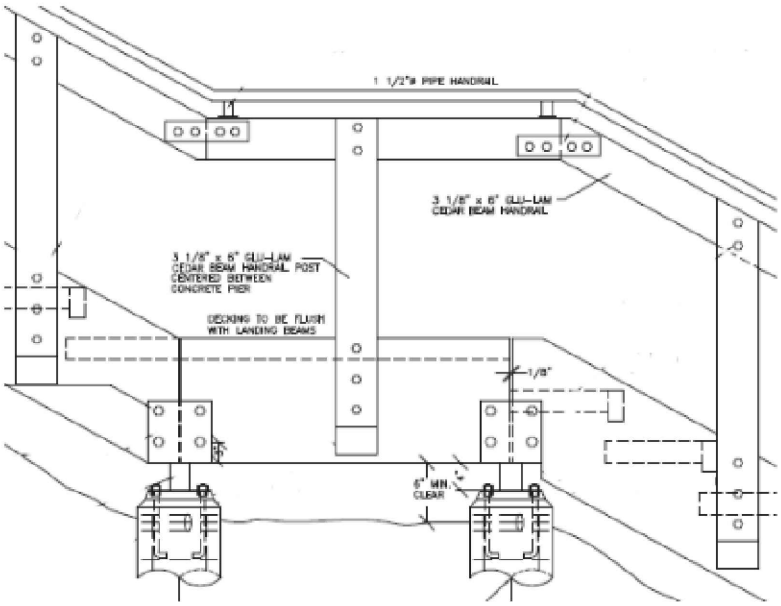
IBC 1012.3.1 ***Handrail Graspability*** *"Handrails with circular cross section shall have an outside diameter of at least 1 ¼ in and no greater than 2 in."*

IBC 1012.5 ***Fittings*** *"Hand rails shall not rotate within their fittings."*

IBC 1009.8 ***Stairway Landings*** *"There shall be a floor or landing at the top and bottom of each stairway. The width of landings shall not be less than the width of stairways they serve.*

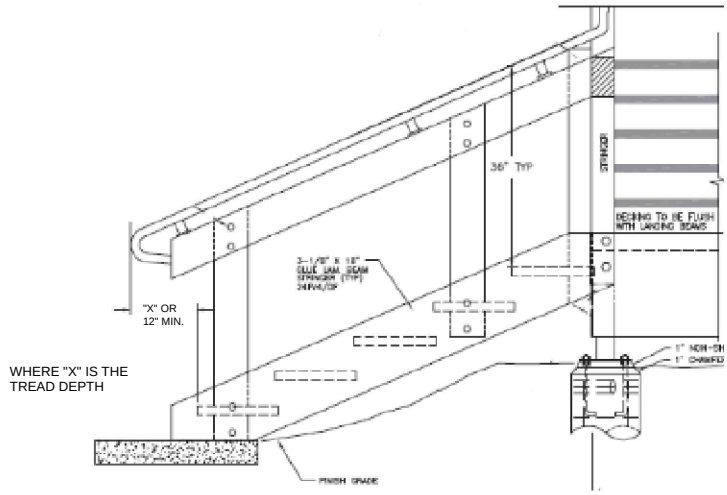


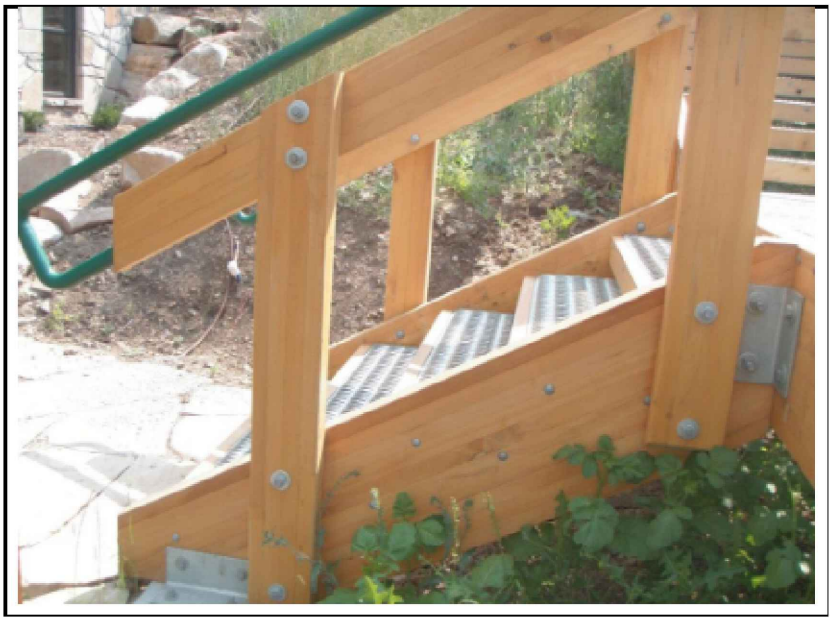
Landings



PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-E
	REV.		

IBC 1009.9.2 ***Outdoor Conditions*** *"Outdoor stairways and outdoor approaches to stairways shall be designed so that water will not accumulate on walking surfaces."*

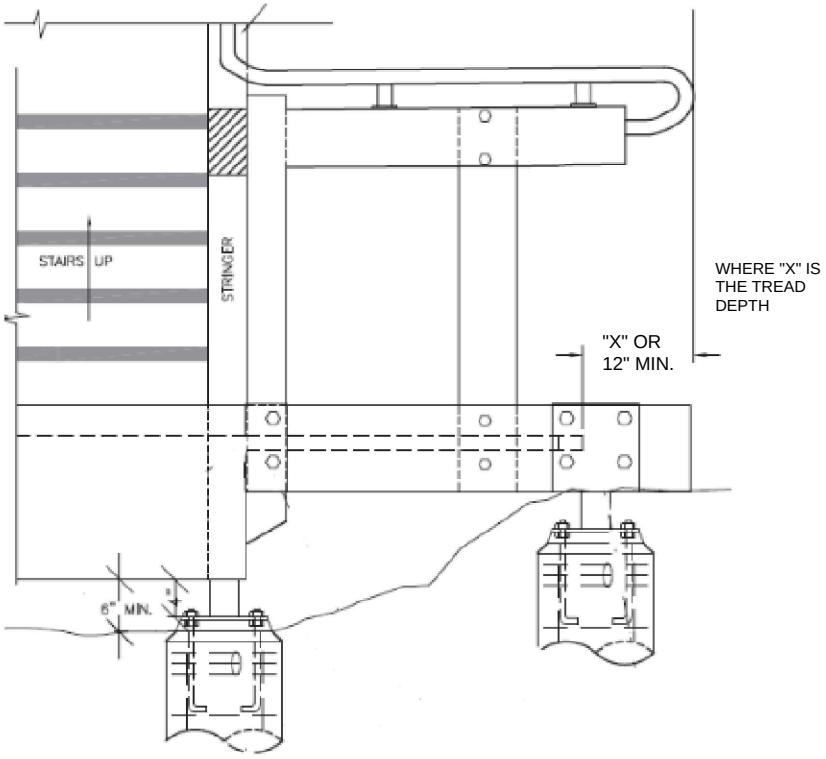




	DATE		STD. PLAN
PARK CITY 1884	3/2020	OLD TOWN STAIRWAY	881-F
	REV.		

IBC 1009.10 ***Vertical Rise*** *"A flight of stairs shall not have a vertical rise greater than 12 feet between floor levels of landings.*

IBC 1009.4 ***Width*** *"...width of stairways shall not be less than 44 in." unless "...occupant load of less than 50 shall have a width of no less than 36 in."*

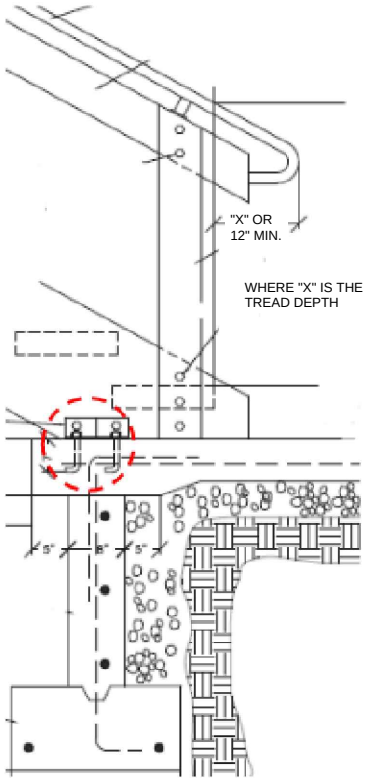


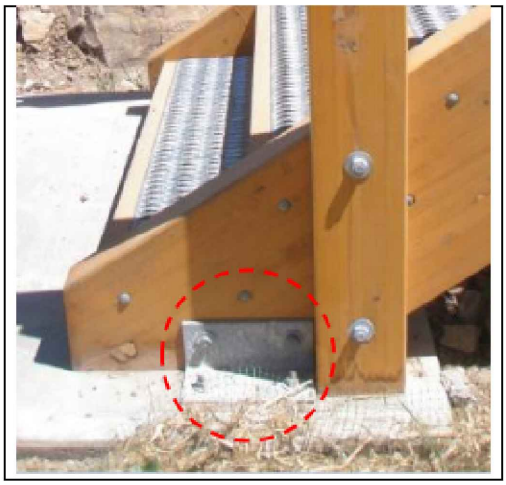
PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-G
	REV.		

A)

All endings of stair landings must be connected with steel plaiting and carriage bolts to make for firm connections.

Landing connections





PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-H
	REV.		

A)

It is recommended that the front of the steps be covered with 1.5 in. thick wood, to maintain consistency with the other stairs throughout the city.

IBC 1009.7.2 ***Riser Height and Tread depth*** *"Stair riser heights shall be 7 in. maximum and 4 in. minimum. ,...rectangular tread depths shall be 11 in minimum..."*

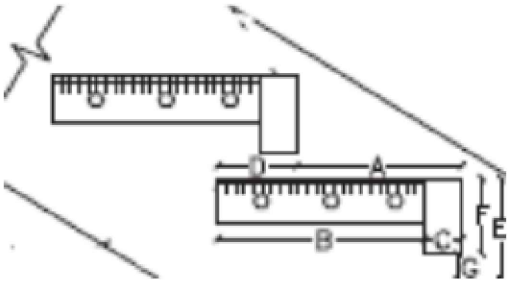
IBC 1009.7.5 ***Nosing and Riser Profile*** *"The radius of curvature at the edge of the tread shall be no greater than 9/16 in."*

IBC 1009.7.5.2 ***Nosing Projection Uniformity*** *"All nosing projections of the leading edges shall be of uniform size, including the projections of the nosing leading edge of the floor at the top of a flight."*

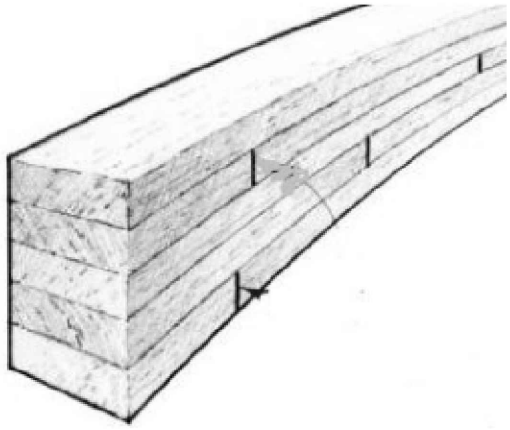
B)

All wood used on the stairs must be of a composite form. This also allows for greater resistance to warping due to weathering, and having an enhanced strength.

Steps



Composite Wood



PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-I
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Code Requirements and Preferences

A)

According to City preferences, on any landings or steps they must have a tread made of Diamond Grip Channel material.

ANSI 302.3 ***Openings*** *"Openings in the floor surface be of a size that does not permit the passage of a ½ inch diameter sphere… Elongated openings shall be placed so that the long dimension is perpendicular to the d0ominent direction of travel."*

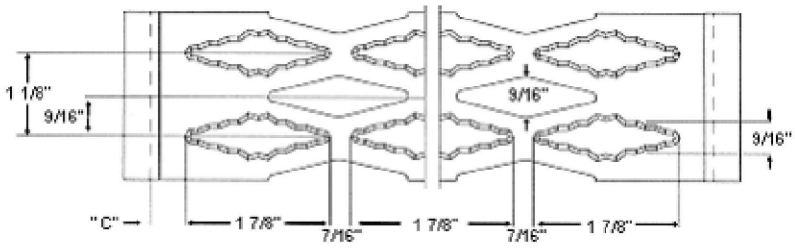
IBC 1009..9.1 ***Stairway Walking surface*** *"The walking surface of treads and landings of a stairway shall not be sloped steeper than one unit vertical in 48 units horizontal in any direction. Stairway treads and landings shall have a solid surface."*

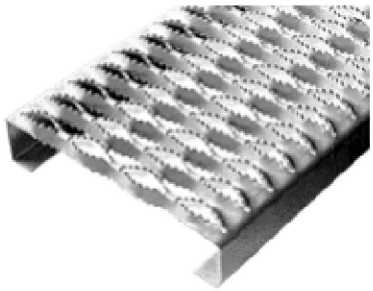
B)

It is strongly suggested that all connections excluding those found tying foundations into posts, are to be made using a carriage bolt combination, where the rounded portion of the bolt is to be consistently on the inside out of the stairs or in the path of travel.

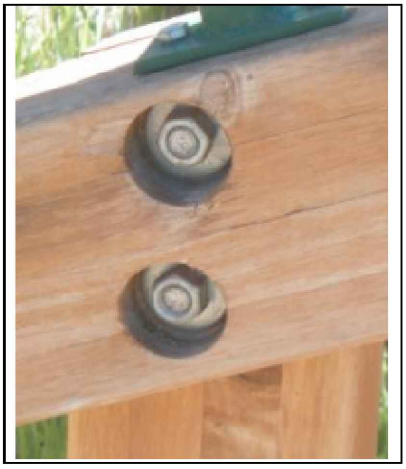
C)

No countersinks are permitted when connecting any system, because the strength of the connection is reduced and a reduction in the life of the stairs.





Discouraging Approach



PARK CITY 1884	DATE	OLD TOWN STAIRWAY	STD. PLAN
	3/2020		881-J
	REV.		

ORDINANCE 2025-15

AN ORDINANCE ENACTING SECTION 14-8-1 OF THE PARK CITY CODE, ADOPTING REVISED ENGINEERING STANDARDS AND SPECIFICATIONS

WHEREAS, the City Council of Park City last adopted the American Public Works Association Utah Chapter standard plans and specifications and Park City Supplemental Standard Plans and Specifications ("Standards") in April 2024 (Resolution 02-2024); and

WHEREAS, the Standards have and will continue to be updated periodically as new technology, policy changes, procedure changes, updated methods of design and construction are implemented, and infrastructure materials change; and

WHEREAS, in coordination with City Staff, the City Engineer prepared and recommends revisions to the Standards; and

WHEREAS, the Planning Commission held a public hearing on May 14, 2025, regarding updates to the Standards and recommends the City Council approve the same; and

WHEREAS, the City Council finds good cause for adopting the revised Standards and modifying the ordinance language to allow future revisions to the Standards to be adopted by resolution;

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

Section 1. Section enacted. Title 14, Chapter 8, Section 1 of the Park City Code is hereby enacted to read:

> **14-8-1: DEVELOPMENT, DESIGN, AND CONSTRUCTION STANDARDS ADOPTED:**
> All persons developing, designing, constructing, reconstructing, building, or rebuilding on property located in Park City shall comply with the guidelines contained in the current versions of the American Public Works Association Utah Chapter Manual of Standard Specifications and Manual of Standard Plans and the Park City Supplemental Standard Plans and Specifications at the time of permit issuance.

Section 2. Document Attached. The "Park City Supplemental Standard Plans and Specifications," together with its appendices, is hereby attached as **Exhibit A**.

Section 3. General Repealer. Ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon publication.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
City Attorney's Office

Exhibit A: 2025 Park City Supplemental Standard Plans & Specifications

Ordinance No. 2025-13

ORDINANCE ESTABLISHING COMPENSATION FOR THE MAYOR, CITY COUNCIL, AND STATUTORY OFFICERS FOR FISCAL YEAR 2025 – 2026 IN PARK CITY, UTAH

WHEREAS, the City Council has the power to establish compensation schedules pursuant to Utah Code Section 10-3-818; and

WHEREAS, the number of duties for the Mayor, City Council, and Statutory Officers are significant and each elected officer is required to devote considerable time and expense to public service and community affairs; and

WHEREAS, a public hearing was duly advertised and held on June 5;

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

SECTION 1. REPEALED: All previous compensation ordinances regarding elected and statutory officers hereby are repealed.

SECTION 2. COMPENSATION FOR MAYOR, CITY COUNCIL, AND STATUTORY OFFICERS ADOPTED: The following salary levels are hereby adopted:

	FY 2025-2026
Mayor	
Wages	$55,208.67 per year
Health Benefits (or cash in lieu)	$27,276.00 per year
Car Allowance	$ 3,000.00 per year
Total	**$85,484.67 per year**
City Council	
Wages	$28,519.57 per year
Health Benefits (or cash in lieu)	$27,260.00 per year
Total	**$57,779.57 per year**
City Manager	$183,098–$291,347 per year
City Attorney	$183,098–$291,347 per year
City Treasurer	$117,219–$175,829 per year
City Engineer	$151,909–$227,864 per year
City Recorder	$103,920–$155,879 per year

SECTION 3. BENEFITS: The Mayor and each member of the City Council shall receive family medical insurance. This benefit may be received as cash in lieu of the insurance coverage in the amount of $27,276. The Mayor shall also receive $250 per

month in car allowance. In addition, the Mayor and Mayor Pro-Tem. shall receive $100 per wedding performed. Statutory officers are eligible for all benefits available to regular Full-Time Equivalents unless otherwise determined by the Mayor and City Council.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective July 1, 2025.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
City Attorney's Office

Resolution No. 11-2025

A RESOLUTION AMENDING THE FEE SCHEDULE

WHEREAS it is necessary to update the fee resolution to reflect the changing costs of performing services; and

WHEREAS, a public hearing was held on June 12, 2025, to receive public comments on the user fee changes.

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

SECTION 1. FEE SCHEDULE AMENDMENTS. The Park City Fee Schedule is hereby re-adopted with changes as outlined in Exhibit A.

SECTION 2. EFFECTIVE DATE. This resolution shall take effect on July 1, 2025.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

Approve as to form:

_____
City Attorney's Office

PARK CITY FEE SCHEDULE – Effective July 1, ~~2024~~2025

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SECTION 1. CONSTRUCTION AND DEVELOPMENT RELATED FEES

1.1 PLANNING FEES

1.1.1 Plat/Subdivision *

Plat amendment	$900.00 per application
Subdivision	$290.00 per lot/parcel
Administrative lot line adjustment	$300.00 per application
Extension of Approval	$330.00 per application

1.1.2 Master Planned Development (MPD) Process *

Pre-Master Planned Development	$1,200.00

Application includes one formal staff review and Planning Commission review of compliance with General Plan that includes a public hearing. If applicant files for formal Master Planned Development the $1,200 will apply toward the application fee.

Master Planned Development	$560.00 per unit equivalent
Affordable Master Planned Development	$560.00 per unit equivalent
Modification to an MPD	$330.00 per unit equivalent

1.1.3 Conditional Use Permit (CUP) *

Planning Commission Review	$1,140.00 per application
Steep Slope Review	$1,330.00 per application
Administrative Staff Review	$330.00 per application
Extension or Modification	$330.00 per application

1.1.4 Zone Changes * $1,650.00

1.1.5 Board of Adjustment *

Variance	$940.00 per application

1.1.6 Architectural and Design Review

Historic District/Site

New residential construction <1000 sf	$200.00 per application
New residential construction >=1000 sf	$750.00 per application
Commercial review	$200.00 per unit equivalent for the first 10 units $15.00/ue after

Non-Historic District/Site

New Residential - SF/Duplex	$200.00 per application
Multi-Family/Commercial	$100.00 per unit equivalent up to 10 units then $15.00/ue after
Residential Additions	$100.00 per application
Commercial Additions	$100.00 per unit equivalent up to 10 units then $15.00/ue after

1.1.7 Historic Review *

Historic Design Review (no increase in existing area)	$210.00
Historic Design Review (increase in existing area)	$1,030.00
Determination of Significance	$350.00
Certificate of Appropriateness for Demolition	$300.00

1.1.8 Land Management Code Review * $2,000.00 per application

1.1.9 General Plan Amendment * $2,000.00 per application

1.1.10 Sign Review

Master Sign Plan Review	$320.00
Amendment to Master Sign Plan	$120.00
Individual sign permit	$120.00 ($118.80) plus 1% state tax
Sign permit under master sign plan	$130.00 ($128.70) plus 1% state tax
Temporary Sign Permit	$60.00 ($59.40) plus 1% state tax

1.1.11 Annexation * $5,850.00

Annexation Fiscal Impact Analysis	$1,550.00
plus actual cost of City approved consultant fee	
Modification to Annexation Agreement	$4,150.00

1.1.12 Appeals Fees *

Appeals to Board of Adjustment	$500.00
Appeals to City Council	$500.00
Appeals to Historic Preservation Board	$500.00
Appeals to Planning Commission	$500.00
Appeals to Appeals Panel	$500.00

1.1.13 TDR – Development Credit Determination $100.00

1.1.14 Refund of Withdrawn Planning Applications
In the case of a withdrawal of an application, the associated fees shall be refunded, less the actual cost for professional services rendered by City staff.

1.1.15 Reactivation Fee
For projects that have been inactive by the applicant for more than six months a Reactivation Fee of 50% of orig. application fee will be assessed

1.1.16 Attorney or Other Professional Services
Reimbursement for actual expense incurred

1.1.17 Mailing Fee
In addition to the Application Fee listed, the Applicant will also be responsible for a separate payment for the mailing of a property notice. A $1.00 fee will be assessed per piece of mail that needs to be sent. The specifics on which Applications require property notices to be sent and to whom can be found in Land Management Code § 15-1-21, Notice Matrix.

1.1.18 Bicycle Parking Fee in Lieu. Applicants may pay a fee in lieu at $150 per U-rack for outdoor bicycle parking and $500 per square foot for enclosed bicycle parking when approved by the Planning Commission. See Land Management Code Section 15-3-9(F).

* Projects under these classifications may be assessed the additional cost of the property posting and courtesy mailing as required by Land Management Code regulations at the time of submittal.

1.2 BUILDING FEES

1.2.1 Impact Fee Schedule Impact fees are now located in the Park City Municipal Code, Title

11, Chapter 13.

1.2.2 Building Permit

Total Valuation	Free – Calculated by the actual value of construction, excluding the value of on-site renewable energy systems (including solar voltaic systems, ground source heat pumps and solar hot water)

$1.00 and up 1.05% of the total valuation of construction as herein above described with a minimum fee of $50.00.

1.2.3 Plan Check Fees

a. Deposit. On buildings requiring plan checks at the time of building permit application, the applicant shall pay a deposit of $500.00 for residential buildings; and $2,000.00 for commercial buildings. The deposit shall be credited against the plan check fee when the permit is issued. This deposit is non-refundable in the event permits are not issued.

b. Fee. Except as otherwise provided herein, the plan check fee shall be equal to sixty-five percent (65.0%) of the building permit fee for that building. The plan check fee for identical plans shall be charged at a rate of $54.26 per hour of total Community Development staff time. As used herein, identical plans means building plans submitted to Park City that: (1) are substantially identical to building plans that were previously submitted to and reviewed and approved by Park City; and (2) describe a building that is: (A) located on land zoned the same as the land on which the building described in the previously approved plans is located; and (B) subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans.

1.2.4 Mechanical Permit
Plus 1% State Surcharge

See fee table below. Building Department enters the total valuation for materials and labor for each sub-permit into the Fee Table to determine the permit fee.

Total Valuation	Fee
$1.00 to $1,300.00	$50.00
$1,301.00 to $2000.00	$50.00 for the first $1,300.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.0 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to$1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

1.2.5 Electrical Permit

See fee table below.

Total Valuation	Fee
$1.00 to $1,300.00	$50.00
$1,301.00 to $2000.00	$50.00 for the first $1,300.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.0 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to$1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

1.2.6 Plumbing Permit

See fee table below.

Total Valuation	Fee
$1.00 to $1,300.00	$50.00
$1,301.00 to $2000.00	$50.00 for the first $1,300.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.0 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to$1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

1.2.7 International Fire Code Fee Issuance Fee $20.00

In Addition:

Aircraft Refueling Vehicles	$30.00
Open Burning	$50.00
Candles and Open Flames in Assembly Area	$50.00
Compressed Gas	$30.00
Explosives or Blasting Agents	$150.00
Fireworks (Displays)	$150.00
Firework (Sales)	$75.00
Flammable Liquids	$15.00

Flammable or Combustible Liquid Tanks	$130.00
Hot Work (welding)	$15.00
Liquefied Petroleum Gases (heaters and devices up to 5 units)	$55.00 Liquefied
Petroleum Gases (heaters and devices) each additional unit	$11.00 Liquefied
Petroleum Gases on an active construction site (125+ gal)	$130.00 Places of
Assembly	$50.00
Vehicles (liquid or gas fueled) within a building	$130.00
Others not listed	$15.00

Tents, air-supported structures and trailers $.20 per square foot. Temporary structures built to permanent standards will be subject to fees set forth in Section 1.2.2. For plans already on file and approved, the fee will be reduced to $.13 per square foot.

1.2.8 Grading Plan Review and Permit Fees

See fee table below.

Total Valuation	Fee
$1.00 to $1,300.00	$50.00
$1,301.00 to $2000.00	$50.00 for the first $1,300.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.0 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to$1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

1.2.9 Soil Sample Fee $100.00

1.2.10 Demolition Permit Fee

Total Valuation	Fee
$1.00 to $1,300.00	$50.00
$1,301.00 to $2000.00	$50.00 for the first $1,300.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.0 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00

$500,001.00 to$1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

1.2.11 Flatwork Permit

Total valuation.
$1.00 and up 1% of the total valuation of construction as herein above described with a minimumfee of $15.00. Flatwork permits are subject to Plan Check fees as described above.

1.2.12 Other Inspections and Fees

Inspections outside normal business hours*	$150.00 per hour (minimum charge 2 hours)
Re-inspection fee	$150.00 per hour (minimum charge 1 hour)
Additional inspection services*	$75.00 per hour (minimum charge 1 hour)
Starting work without a permit (first offense)	Double (x2) the building permit fee
Continuing work without a permit (second offense)	Quadruple (x4) the building permit fee For use of outside consultants for plan reviews, inspections or both	Actual cost**

*Or the total hourly cost to the City, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. These services will be offered based on inspector availability.

** Actual Cost includes administrative and overhead costs.

1.3 ENGINEERING FEES

1.3.1 Construction Inspection Fees. Prior to receiving a building permit, a notice to proceed or plat approval, developers shall pay a fee equal to six percent (6%) of the estimated construction cost as determined by the City Engineer. In projects with private street systems that limit city inspection requirements to water, drainage, and other improvements, but not to streets, the inspection fee shall be four percent (4%) of the estimated construction cost of the improvements to be inspected as determined by the City Engineer. The city, upon notice to the developer, may charge the developer a fee of $90.00 per man-hour to recoup costs to the city above the fee charged. The city may also charge $90.00 per man-hour for re-inspections of work previously rejected.

1.3.2 Permit to Work in Public Right-of-Way

Application Fee is $200.00. In addition, the applicant shall:

1. Prepare and submit, in accordance with the table below, an estimated cost for the total work to be performed. Any item of work not listed on the table below shall be included in the list of items at a price agreed to by the applicant and City Engineer's office. The applicant shall either:

    - Post an irrevocable letter of credit issued by a bank authorized to do Business in the State of Utah or an out-of-state bank, provided that a bank authorized to do

Business in Utah confirms in writing that it will honor the letter of credit naming Park City Municipal Corporation as the payee of funds drawn against the letter of credit and guaranteeing the availability or cash bond equal to the estimated total cost; or

- Submit a cashiers check equal to the estimated total cost.

At a minimum, letter of credit or cashier's check shall be $2,000. The letter of credit or bond shall remain in effect for a period of one (1) year from the date the work is actually completed to guarantee the adequacy of repairs made to the streets.

Bonding Amounts for Work in the Right of Way

Item	Measurement	Unit Costs
Removal of Gutter	LF	$10.80
Replacement of Gutter	LF	$78.00
Removal of Asphalt	SF	$8.70
Replacement of Asphalt	SF	$15.60
Removal of Cross Street Gutter	SF	$13.50
Replacement of Cross Street Gutter	SF	$86.40
Removal of Sidewalk	SF	$7.80
Replacement of Sidewalk	SF	$30.00
Excavation of Trench	CF	$3.00
Excavation of Trench in Soils Dist	CF	$8.80
Flow fill of Trenching	CF	$8.80

2. Applicant shall submit proof of insurance.

Starting work in the right of way without a permit (first offense) – Double (x2) the work in the right of way application fee

Continuing work without a permit (second offense) – Quadruple (x4) the work on the right of way application fee

1.3.3 Fees for the Processing of Small Wireless Facility Applications

Fees shall be consistent with Utah Code Section 54-21-503:

- An application fee of $100 for the collocation of a small wireless facility on an existing or replacement utility pole for each small wireless facility on the same application.
- An application fee of $250 for each application to install, modify, or replace a utility pole associated with a small wireless facility. An application fee of $1,000 per application for an activity that is not a permitted use described in Utah Code Section 54-21-204 to (a) install, modify, or replace a utility pole; or (b) install, modify, or replace a new utility pole associated with a small wireless facility.

1.3.4 Fees for Use or Occupancy of Right-of-Way for Small Wireless Facilities

Fees shall be consistent with Utah Code Section 54-21-502:

- For the right to use or occupy a right-of-way:
  (a) for the collocation of a small wireless facility on a utility pole in the right-of-way; or
  (b) for the installation, operation, modification, maintenance, or replacement of a utility pole in the right-of-way

a wireless provider will pay a fee equal to the lesser of:
  (a) 3.5% of all gross revenue related to the wireless provider's use of the right-of-way for small wireless facilities; or
  (b) $250 annually for each small wireless facility.

- However, if a wireless provider is subject to the municipal telecommunications license tax under Title 10, Chapter 1, Part 4, Municipal Telecommunications License Tax Act of the Utah Code, this section does not apply.

1.3.5 Fees for Collocating a Small Wireless Facility on a City Pole

Fees shall be consistent with Utah Code Section 54-21-504:

- $50 per City pole per year to collocate a small wireless facility on a City pole.

1.3.6 Road Closure Permit

Application fee is $100.00

Closing the road without a permit (first offense) – Double (x2) the work in the right of way application fee

Closing the road without a permit (second offense) – Quadruple (x4) the work on the right of way application fee

1.4 ADMINISTRATIVE CODE ENFORCEMENT (ACE) FEES

1.4.1 Civil Fee Schedule

Daily Violation Fee	$100.00 per day
Re-inspection Fee	$75.00
1.4.2 Operating without a Type 2 CSL	$800.00 per violation

SECTION 2. UTILITY FEES

2.1 WATER IMPACT FEES. Water Impact Fees are located in the Park City Municipal Code, Title 11, Section 13.

2.2 MONTHLY WATER METERED SERVICES FEE SCHEDULE:

2.2.1 Base Rates & Meter Price (For all water billed on or after July 1, ~~2024~~2025).

2.2.1.1 Single Family Residential

~~Meter~~ Lot Size	~~FY25~~ Base Rate
~~3/4"~~0 - .25 Acres (Small)	$75.00~~57.73~~

.26 - .74 Acres~~1~~ (Medium) ~~"~~	$75.00~~77.93~~
~~1.5"~~.75 Acres or Larger (Large) ~~Or larger~~.	$75.00~~92.42~~

2.2.1.2 Multi-Family Residential

Meter Size	~~FY25~~ Base Rate
3/4"	$78.19~~74.82~~
1"	$132.69~~126.98~~
1.5"	$283.45~~271.24~~
2 "	$591.105~~65.65~~
3"	$1,538.311~~,472.07~~
4"	$2,792.712~~,672.45~~
6"	$5,264.345~~,037.65~~

2.2.1.3 Commercial

Meter Size	~~FY25~~ Base Rate
3/4"	$93.83~~89.79~~
1"	$159.23~~152.37~~
1.5"	$340.14~~325.49~~
2 "	$709.33~~678.78~~
3"	$1,845.85~~1,766.36~~
4"	$3,351.253~~,206.94~~
6"	$6,317.216~~,045.18~~

2.2.1.4 Irrigation

~~Meter Size~~Acres Irrigated	~~FY25~~ Base Rate
~~3/4"~~1 Acre	$150
~~1"~~2 Acres	$300
~~1.5"~~ 3 Acres	$450
~~2"~~4 Acres	$600
~~3"~~5 Acres	$750
~~4"~~6 Acres	$900
7 Acres	$1,050
8 Acres	$1,200
9 Acres	$1,350
10 Acres	$1,500
11 Acres	$1,650
12 Acres	$1,800
13 Acres	$1,950
14 Acres	$2,100
15 Acres	$2,250
16 Acres	$2,400
17 Acres	$2,550

Additional base rate plans are available as needed, based on irrigated area, at $150 per irrigated acre.

2.2.1.5 Construction Base Rate: $385.61~~369.00~~

2.2.1.6 Necessitous Base Rate: $5.79~~5.54~~

2.2.1.7 New Meter Price

Meter Size	Meter Price
¾"	$1,052.64
1"	$1,209.82
1.5"	$1,721.20
2"	$3,044.46
3"	$3,601.75
4"	$6,275.95
6"	$9,764.14

2.2.2 Water Consumption Rates. The following water consumption rates apply. Relief in the event of a leak may be granted, consistent with the leak policy.

2.2.2.1 Single Family Residential

	Block 1 (Inc. in Base rate)	Block 2 (Indoor)	Block 3 (Outdoor Optimized)	Block 4 (Outdoor Mild Conservation)	Block 5 (Outdoor without Conservation)
Price per 1,000 gallons	$~~7.19~~ 0.00	$~~9.49~~7.00	$~~12.26~~10.00	$20.00~~17.28~~	$~~24.14~~75.00
~~Gallons in~~Small ~~Block~~	0-~~5~~2,000	2~~5~~,001-5~~10~~,000	5~~10~~,001-20,000	20,001 – 2~~5~~30,000	Over 2~~5~~30,00~~1~~ 40,000
Medium	0-2,000	2,001 – 5,000	5,001 – 30,000	30,001 – 40,000	Over 40,000
Large	0-2,000	2,001 – 5,000	5,001 – 40,000	40,001 – 60,000	Over 60,000

2.2.2.2 Multi-Family Residential

	Block 1	Block 2	Block 3	Block 4	Block 5	Block 6
Price per 1,000 gallons	$7.51~~7.19~~	$9.92~~9.49~~	$12.81~~12.26~~	$18.06~~7.28~~	$25.23~~24.14~~	$37.84~~6.21~~
3/4" Meter, Allowance in Block	0- 5,000	5,001 – 10,000	10,001 – 20,000	20,001 – 30,000	30,001-40,000	Over 40,000
1" Meter, Allowance in Block	0- 10,000	10,001 – 20,000	20,001 – 30,000	30,001 - 40,000	40,001-70,000	Over 70,000
1.5" Meter, Allowance in Block	0- 20,000	20,001 – 30,000	30,001- 50,000	50,001 – 90,000	90,001-130,000	Over 130,000
2" Meter, Allowance in Block	0 - 30,000	30,001- 50,000	50,001 – 90,000	90,001– 130,000	130,001-150,000	Over 150,000
3" Meter, Allowance in Block	0 - 40,000	40,001 – 110,000	110,001 – 150,000	150,001 – 200,000	200,001-400,000	Over 400,000
4" Meter, Allowance in Block	0 - 130,000	130,001 – 150,000	150,001 – 200,000	200,001 - 400,000	400,001-600,000	Over 600,000

6" Meter, Allowance in Block	0--150,000	150,000 – 200,000	200,001 – 400,0000	400,001 – 800,000	800,001-1,000,000	Over 1,000,000

2.2.2.3 Commercial

	Block 1	Block 2	Block 3	Block 4	Block 5
Price per 1,000 gallons	$9.92~~9.49~~	$12.81~~12.26~~	$18.06~~17.28~~	$25.23~~24.14~~	$37.84~~36.21~~
3/4" Meter, Allowance in Block	0 - 5,000	5,001 – 10,000	10,001- 20,000	20,001-30,000	Over 30,000
1" Meter, Allowance in Block	0 – 10,000	10,001 – 30,000	30,001-90,000	90,001-150,000	Over 150,000
1.5" Meter, Allowance in Block	0 – 30,000	30,001 – 50,000	50,001-130,000	130,001- 400,000	Over 400,000
2" Meter, Allowance in Block	0 – 50,000	50,001 – 90,000	90,001-200,000	200,001-600,000	Over 600,000
3" Meter, Allowance in Block	0 – 130,000	130,001 – 150,000	150,001- 400,000	400,001-1,000,000	Over 1,000,000
4" Meter, Allowance in Block	0 – 150,000	150,001 – 400,000	400,001-800,000	800,001-1,000,000	Over 1,000,000
6" Meter, Allowance in Block	0 – 200,000	200,001 – 100,000,000	1,000,001-1,600,000	1,600,001-1,800,000	Over 1,800,000

2.2.2.4 Irrigation

	Block 1	Block 2	Block 3
~~Acres Irrigated~~ Price per 1,000 gallons	~~Base Rate~~ $10.00	$20.00	$75.00
1 Acre	0-100,000	100,001-110,000	Over 110,001
2 Acres	0-200,000	200,001-220,000	Over 220,001
3 Acres	0-300,000	300,001-330,000	Over 330,001
4 Acres	0-400,000	400,001-440,000	Over 440,001
5 Acres	0-500,000	500,001-550,000	Over 550,001
6 Acres	0-600,000	600,001-660,000	Over 660,001
7 Acres	0-700,000	700,001-770,000	Over 770,001
8 Acres	0-800,000	800,001-880,000	Over 880,001
9 Acres	0-900,000	900,001-990,000	Over 990,001
10 Acres	0-1,000,000	1,000,001-1,100,000	Over 1,100,001
11 Acres	0-1,100,000	1,100,001-1,210,000	Over 1,210,001
12 Acres	0-1,200,000	1,200,001-1,320,000	Over 1,320,001
13 Acres	0-1,300,000	1,300,001-1,430,000	Over 1,430,001
14 Acres	0-1,400,000	1,400,001-1,540,000	Over 1,540,001
15 Acres	0-1,500,000	1,500,001-1,650,000	Over 1,650,001
16 Acres	0-1,600,000	1,600,001-1,760,000	Over 1,760,001
17 Acres	0-1,700,000	1,700,001-1,870,000	Over 1,870,001

Additional per-acre rate plans are available as needed based on irrigated area, at 100,000 gallons per acre in Block 1, 10,000 gallons per acre in Block 2, and all additional water in Block 3.

	Block 1	Block 2	Block 3	Block 4
Price per 1,000 gallons	$12.26	$17.28	$24.14	$36.21
3/4" Meter, Allowance in Block	0 – 10,000	10,001 – 30,000	30,001-90,000	Over 90,000
1" Meter, Allowance in Block	0 – 30,000	30,001 – 90,000	90,001-200,000	Over 200,000
1.5" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
2" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
3" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
4" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000
6" Meter, Allowance in Block	0 – 110,000	110,001 – 150,000	150,001-600,000	Over 600,000

2.2.2.5 Construction $15.60~~14.93~~ per 1,000 gallons

2.2.2.6 Necessitous

The Necessitous Base Rate includes 10,000 gallons. Water consumption above 10,000 gallons is charged per the Single-Family Residential rate structure in paragraph 2.2.2.1.

2.2.2.7 Contract Rules

The City will honor the rates as they are set by a Council approved contract.

2.2.2.8 Municipal Irrigation Raw Water

$5.34 per 1,000 gallons with base rates as set for Irrigation.

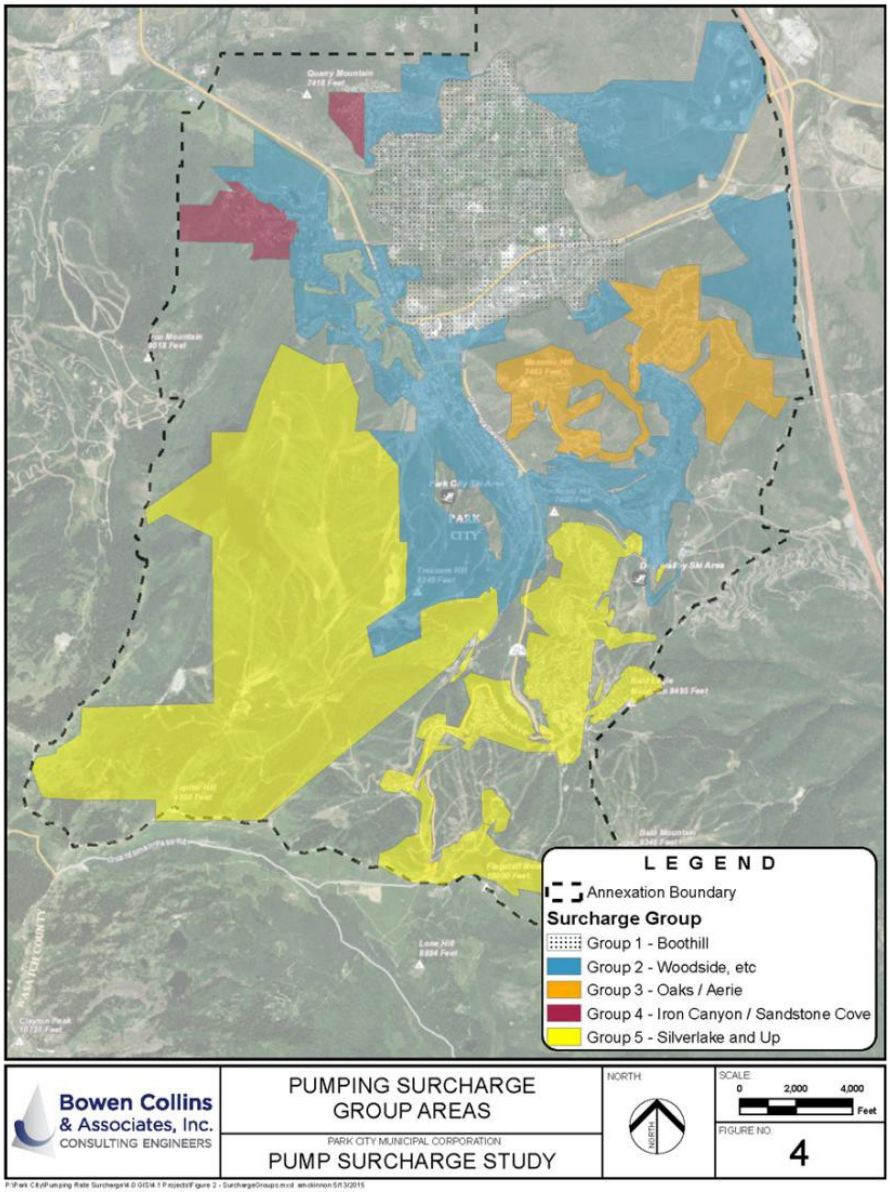
2.2.3 Energy Surcharge ~~(For all water billed on or after July 1, 2024)~~. All water billed under 2.2.2, except for paragraph 2.2.2.7 Contract Rules, shall be billed a location dependent Energy Surcharge, comprised of a Pumping Surcharge and an Efficiency Optimization Surcharge.

2.2.3.1. Surcharge Group

The following table and associated map identify an account's Surcharge Group Number. Conflicts between the map and the table will be resolved by reference to the table.

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group
1	Boothill	29
2	Woodside, etc	8,10,17,18,19,20,21,22,
		23,24,25,26,27,42,48,49,30,32 42, 48, 51

3	Oaks / Aerie	11,12,13,14,15,16
4	Iron Canyon / Sandstone Cove	28,31
5	Silver Lake and Up	137,2,3,4,5,6,7, 34,37,38,39,40,41



2.2.3.2 Energy Surcharge

An Energy Surcharge shall be assessed by Surcharge Group and at a price per 1,000 gallons by as follows:

Group No	**Energy Surcharge**
1	$0.710.68
2	$1.691.62
3	$2.952.82
4	$3.703.54
5	$5.044.82

2.3 WATER VIOLATION PENALTIES

$150.00	first violation
$200.00	second violation
$400.00	third violation
$500.00	fourth violation
$750.00	for the fifth violation and for each subsequent violation within that calendar year.

2.4 WATER SERVICE REINSTATEMENT FEE

The reinstatement fee for all account types except irrigation shall be assessed at reconnection, based on the amount of time since the account was last active.

Time since last active	Amount
0-30 days	$100.00
31-60 days	Two months' base rate as previously billed.
61-90 days or more	Three months' base rate as previously billed.

For irrigation accounts, the water reinstatement fee shall be assessed at reconnection and be the prior monthly base rate charge multiplied by the number of months disconnected, up to a maximum of six months.

2.5 WATER METER FEES

2.5.1	Water Meter Testing Fee	$500.00
2.5.2	New Meter Reinspection Fee	$150.00

2.6 WATER LABOR/EQUIPMENT OR SUPPLIES RATE

2.6.1	Water Labor during business hours	$50.00 per hour (rounded up to the nearest half-hour)
2.6.2	Water Labor after hours	$70.00 per hour (rounded up to the nearest half-hour)
2.6.3	Backhoe, Mini Excavator, Skid Steer, Thawing Machine, Crane Truck, or 2-Ton Dump Truck	$45.00 per hour (rounded up to the nearest half-hour)

2.7 WATER PARTS & SUPPLIES RATE Cost + 15% stocking fee

2.8 FIRE HYDRANT METER DEPOSIT FEE

2 Inch Meter	$1,950.00
¾ Inch Meter	$500.00
Fire hydrant wrench deposit fee	$50.00
Meter Radio	$200.00

2.9 RENTER DEPOSIT $175.00

2.10 NON-MAILED SHUT-OFF NOTICE FEE $75.00

2.11 IMPROPER WATER SHUT-OFF OR TURN ON $250.00

2.12 STORMWATER FEE

2.12.1 An Equivalent Surface Unit or ESU $~~7.28~~7.50

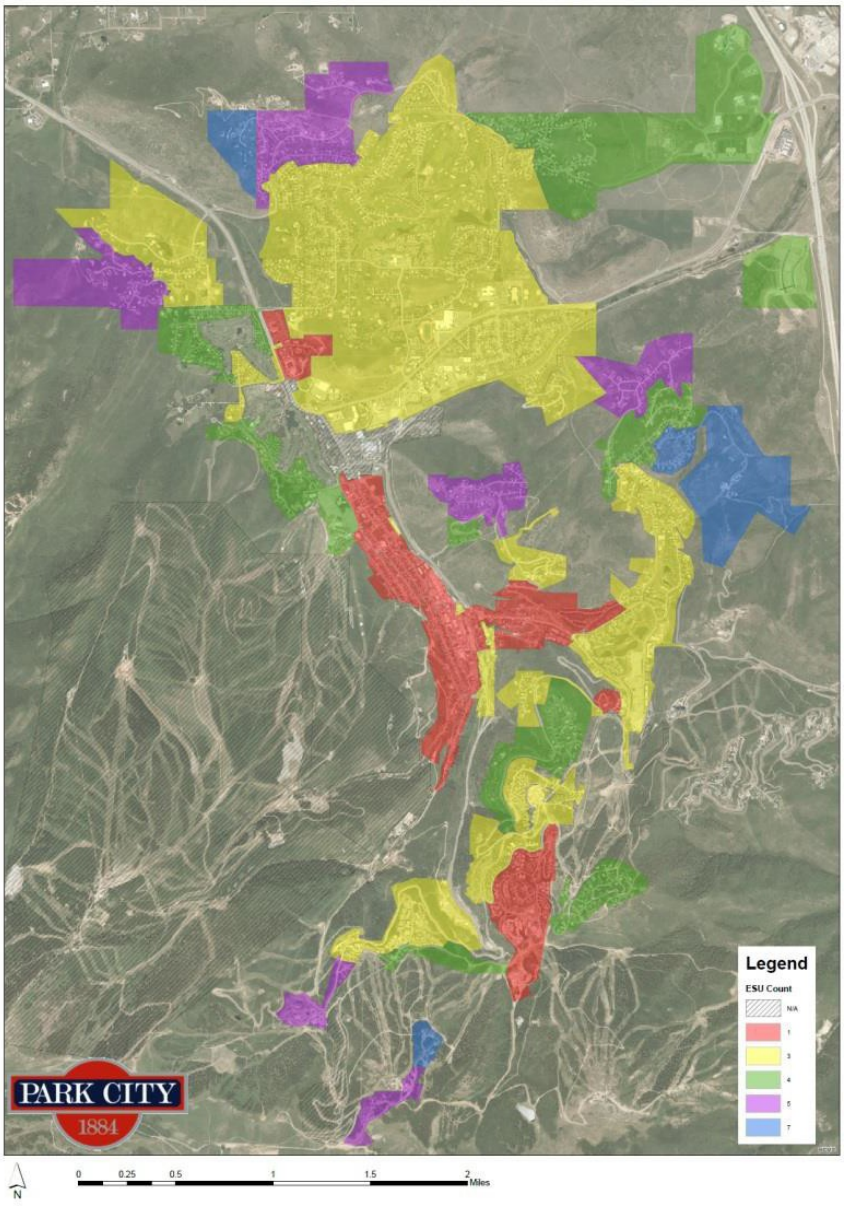
2.12.1.1 Green Infrastructure Reduction

After submittal of a complete application for a Green Infrastructure ESU reduction, an account may be eligible for a reduction of up to 20% of the ESU fee listed in 2.12.1.2.

2.12.2 Single Family Residential Initial Assignment

A Single Family Residential property shall be assigned an ESU number based on the following map. The assignment may be changed based on an evaluation of an individual property.

Park City Stormwater Utility Map



~~The default Residential ESU Map was updated to reflect the construction that has occurred in Park City Heights. A new average in the Phase I decreases the default ESU count of 4 to a default of 2. All other zones remain the same.~~

2.12.3 Multi-Family Residential Initial Assignment
A Multi-Family Residential property shall be assigned 1 ESU per dwelling unit. This assignment may be changed based on an evaluation of an individual property.

SECTION 3. SPECIAL MEETINGS FEES

3.1 SPECIAL COUNCIL MEETING — $270.00 for initial 30 minutes and $133.00 per 30 minutes thereafter

When a special council meeting (not regularly scheduled) must be called to accommodate an applicant for a license, permit or any other issue not requested by Council or staff, the applicant will be assessed a $270 fee per application. If the meeting is longer than 30minutes the applicant will be charged an additional $133 per 30 minute increment thereafter.

3.2 TYPE 2 CSL SPECIAL MEETING — $76.00 per applicant

SECTION 4. BUSINESS LICENSING

4.1- 4.5.

PARK CITY BUSINESS LICENSE FEE SCHEDULE									
	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspec-tions	Unit of Mea-sure
Ski Resort	$0.26	Skier Day	$0.01	Skier Day		-	$22.00	$149.00	License
Lodging	$19.25	Per Bedroom	$9.49	Per Bedroom		-	$17.00	$149.00	License
Restaurant	$0.23	Per Sq. Ft.	$0.10	Per Sq. Ft.		-	$22.00	$149.00	License
Outdoor Dining	$0.06	Per Sq. Ft.	$0.03	Per Sq. Ft.		-	$22.00	$149.00	License
Retail	$0.23	Per Sq. Ft.	$0.10	Per Sq. Ft.		-	$22.00	$149.00	License

Large Retail (>12,000 sq. ft.)	$0.16	Per Sq. Ft.	$0.07	Per Sq. Ft.		-	$22.00	$149.00	License
	Transit Service Enhancement Fee		**Festival Facilitation, Service Enhancement Fee**		**Enhanced Enforcement Fee**		**Administrative Fee**		
	Rate	**Unit of Measure**	**Rate**	**Unit of Measure**	**Rate**	**Unit of Measure**	**Rate Renew-als**	**Rate New/ Inspec-tions**	**Unit of Mea-sure**
Office, Service, Other	$0.21	Per Sq. Ft.	$0.01	Per Sq. Ft.	-	-	$22.00	$149.00	License
Warehouse	$0.06	Per Sq. Ft.	$0.00	Per Sq. Ft.	-	-	$22.00	$149.00	License
Resort and Amusement	$1.04	Per User	$0.05	Per User	-	-	$22.00	$149.00	License
For-Hire Ground Transportation Vehicles	$37.50	Per Vehicle	$1.75	Per Vehicle	$45.58	Per Vehicle	$71.83	$71.83	License
Other Commercial Vehicles and Trailers	$7.50	Per Vehicle	$0.29	Per Vehicle	-	-	$22.00	$74.00	License
Employee Based	$3.75	Per Employee	$0.15	Per Employee	-	-	$22.00	$149.00	License
Commercial Vending, Game and Laundry Machines	$18.75	Per Machine	$0.73	Per Machine	-	-	$22.00	$149.00	License
Escort Services	$3.75	Per Employee	$0.15	Per Employee	$46.19	Per Employee	$22.00	$149.00	License

Solicitor	$10.50	Per Solicitor	$2.50	Per Solicitor	-	-	$74.00	$74.00	License

	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	**Unit of Measure**	**Rate**	**Unit of Measure**	**Rate**	**Unit of Measure**	**Rate Renew-als**	**Rate New/ Inspec-tions**	**Unit of Mea-sure**
Alcoholic Beverage/ Single Event Alcoholic Beverage	$27.92	Per License	$12.50	Per License	$45.58	Per License	$100.00	$100.00	License
Type 1 CSL	$0.23	Per Sq. Ft.	$0.10	Per Sq. Ft.	-	-	-	$149.00	License
Type 2 CSL	$288.00	Per License	$125.00	Per License	$45.58	Per License	-	$372.00	License
Type 3 CSL	-	-	-	-	-	-	-	$149.00	License
Outdoor Sales	*In addition to regularly issued business license							$5.00	License
Outdoor Sales-Promotion by Merchants Association	*In addition to regularly issued business license							$4.00	License
Outdoor Sales-Seasonal Plants								$50.00	License

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 Direct Access Alarms

$100.00 Per alarm connected through a direct access device, and not per alarm company, for the initial installation of the alarm.

$50.00 Per year, per alarm for subsequent years or parts thereof.

5.2 Contract Law Enforcement Services

Police Officer (per employee, per hour - four hour minimum)	$100.00
Holiday (per employee, per hour - four hour minimum)	$200.00

SECTION 6. GRAMA (Government Records Access and Management Act) FEES.

6.1 Copies. Copies made at a city facility: $.10 per page for black and white and $1.00 for color*. Double-sided copies shallbe charged as two pages. **For police records requests, see Section 6.6.*

6.2 Copies from outside copiers. The city reserves the right to send the documents out to be copied and the requestor shall pay the actual cost to copy the documents, including any fee charged for pick-up and delivery of the documents.

6.3 Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay the actual cost for staff time and mileage (computed using thecurrent official federal standard mileage rate).

6.4 Compiling Documents in a form other than that normally maintained by the City, pursuant to U.C.A. 63G-2-203 (2022). In the event the City compiles a record in a form other than that normally maintained by the City, the actual costs under this section may include the following:

(2)(a)(i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing,or tailoring the record either into an organization or media to meet the person's request;

(ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and

(iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products, together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (2)(a)(i) and(ii).

(b) An hourly charge under Subsection (2)(a) may not exceed the salary of the GRAMA coordinator in each affected department.

6.5 Fee Waiver for Public Benefit. The City may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

6.6 Requests for Police Records

$15.00 per police report/traffic accident report
$25.00 per media transfer via USB drive or download
$30.00 per video needing redaction for up to two (2) officers
$50.00 per video needing redaction for up to three (3) officers
$5.00 per printed color photograph
$15.00 per fingerprinting request

SECTION 7. PARKING, METER RATES, VIOLATIONS, TOWING, AND IMPOUND FEES

7.1 PURPOSE AND PHILOSOPHY. Parking Services applies fees and fines through permitting and enforcement in order to regulate and maintain parking compliance. Paid parking and application of code and fees are imperative pieces of Transportation Demand Management. The parking department is maintained as an enterprise revenue fund. Additional revenues are allocated to capital improvement projects and maintenance to benefit the Old Town and historic residential districts.

7.2 Fines for meter violations are as follows:

First thru Fifth (1st - 5th) violation per registered owner(s):

Effective July 1, 2022
$50.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$55.00 after 14 days;
$58.00 after 30 days;
$60.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective July 1, 2022
$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$80.00 after 14 days;
$85.00 after 30 days;
$90.00 after 60 days

7.3 Fines for mobility-disabled space violations are as follows:

Effective July 1, 2022
$300.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$325.00 after 14 days;
$350.00 after 30 days;
$375.00 after 60 days

7.4 Fines for time-limit parking violations are as follows:

Effective July 1, 2022
$50.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$55.00 after 14 days;
$58.00 after 30 days;
$60.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2022
$60.00 from the date of violation until fourteen (14) days following the violation,

escalating to:
$65.00 after 14 days;
$70.00 after 30 days;
$75.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective July 1, 2022
$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$80.00 after 14 days;
$85.00 after 30 days;
$90.00 after 60 days

7.5 Fines for all other parking violations are as follows:

Effective July 1, 2022
$60.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$65.00 after 14 days;
$70.00 after 30 days;
$75.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2022
$60.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$65.00 after 14 days;
$70.00 after 30 days;
$75.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective July 1, 2022
$75.00 from the date of violation until fourteen (14) days following the violation, escalating to:
$80.00 after 14 days;
$85.00 after 30 days;
$90.00 after 60 days

7.6 Parking Permits.
China Bridge Parking Permits –Business Permit: Businesses with a Main Street area address and a valid business license are eligible to purchase a parking permit(s) valid for China Bridge and Gateway covered areas. The permit is not valid during major events. Alternative parking areas may be provided for these events. This permit allows parking beyond the 6 hour limit not to exceed 72 hours at one time in a parking space. Cost for this permit is up to $500.00 annually, up to $250.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for $200.00 subject to approval by the Parking Manager.

Drop & Load Parking Permits - $200 per vehicle annually, $100 replacement permit Ground Transportation, Lodging and TNC Companies with a valid business license per Title 4-8 and Title 9 are eligible to purchase a parking permit(s) valid for Drop and Load areas during timeframes, seasons, Special Events, and locations as approved by the Parking Manager and City Manager. Drop and Load parking permits may be transferable between vehicles.

Old Town Employee Parking Permit - $30 per month Old Town employees with a Main Street area business address may apply for a monthly paid permit for $30 per month. This permit allows for parking all hours (except where signed otherwise) in the China Bridge parking structure. This permit is non-transferrable and not a shareable permit. Quantities are limited with a first-come first-served basis. The permit is NOT valid during major events. Alternative parking locations maybe provided. Payments for this permit are automatically charged to the account holder until it is cancelled by the account holder.

Residential Business Permit – up to $25.00 per day – businesses operating and requiring parking in residential permit zones including nightly rentals, landscaping, plumbing, etc. Replacement permit cost is $20.00

7.7 Special Event and Peak Day Parking. The City Manager or designee may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a Special Event Permit. The fee for Special Event Meter Rates will not exceed $60.00 per space per day. Fines for special event parking violations are $200.00 from the date of violation until fourteen (14) days following the violation, escalating to:

$215.00 after 14 days;
$235.00 after 30 days;
$250.00 after 60 days

7.8 Tow and Storage Fees. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule. Vehicles relocated from/to City parking are subject to administrative/towing fees up to $100.

7.9 Immobilization Fee $50.00

7.10 Fees for Special Use of Public Parking are as follows:

Main Street, Heber Avenue, Park Avenue (Heber to 9th St): Daily rate of $20.00 per space

Swede Alley: Daily rate of $15.00 per space

Sandridge, South City Park, Residential Permit Zones: Monthly rate of $25.00 per space

a.	Up to two spaces for vehicle parking with approved and active building permit (issued in concert with the Building Department):	$100.00
b.	Vehicle Permits:	$75.00 per space per month
c.	Dumpster or Equipment Permit:	$75.00 per space per month

Pay station removal for construction: $1,000.00

Application Fee: $50.00

Applications are reviewed by appropriate divisions, such as Parking Services, Transportation, Police, Building Departments, and Special Events

7.11 Garage and Surface Lot Parking Rates (Effective July 1, 2022):

Peak Season, December through April 15

China Bridge:

Midnight - 8:00 a.m. – FREE, no hourly max
8:00 a.m. -6:00 p.m. $1.00/hour, 5th hour $30, no hourly max
6:00 p.m.-Midnight – $3.00/hour, no hourly max
Hourly rate may be modified, and may not exceed $4.00/hour
FREE for Main Street permit holders

Swede Alley, & Bob Wells Plaza:

Midnight - 8:00 a.m. – FREE, no hourly max
8:00 a.m. -5:00 p.m. $1.00/hour, 4 hour max
5:00 p.m.-Midnight – $4.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed $4.00/hour

Flagpole:

FREE for Main Street permit holders

North Marsac:

Midnight. - 8:00 a.m. – FREE, 24 hour max
8:00 a.m. -5:00 p.m. $1.00/hour, 5th hour $30, no hourly max
5:00 p.m.-Midnight – $2.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed $3.00/hour

South Marsac:

FREE, 2 hour max

West Heber, between Main Street and Park Avenue:

FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m.
5:00 p.m.-Midnight – $5.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed $5.00/hour

Park Avenue:

Resident Permit Required – shared 2 hour free parking zone- resident permit exempt from visitor time limitation

East Heber, between Main Street and Swede Alley:

FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m.

Gateway top level:

FREE for Main Street permit holders

Peak Season June through September

China Bridge:

Midnight - 6:00 p.m. – FREE, no hourly max
6:00 p.m.-Midnight – $3.00/hour, no hourly max
Hourly rate may be modified, and may not exceed $4.00/hour
FREE for Main Street permit holders

Swede Alley & Bob Wells Plaza:

Midnight – 5:00 p.m. -- FREE, 4 hour max
5:00 p.m.-Midnight – $4.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed $4.00/hour

Flagpole:

FREE for Main Street permit holders

North Marsac:

Midnight. - 5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – $2.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed $3.00/hour

South Marsac:

Midnight-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:

FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m

Park Avenue

Resident Permit Required
– Shared 2 hour free parking zone- resident permit exempt from visitor time limitation

East Heber, between Main Street and Swede Alley:

FREE Load Zone, 2 hour max.
No Parking 2:00 a.m.-6:00 a.m.

Upper and Lower Sandridge:

FREE, 24 hour max

Gateway top level:

FREE for permit holders

Non-Peak Season, April 15 through May and October through November

China Bridge:
Midnight – 6:00 p.m. – FREE, no hourly max
6:00 p.m.-Midnight $1.00/hour, no hourly max

Swede Alley, & Bob Wells Plaza:
Midnight – 5:00 p.m. – FREE, 4 hour max
5:00 p.m.-Midnight –$3.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed $3.00/hour

North Marsac:
FREE, 24 hour max

Upper and Lower Sandridge
FREE, 24 hour max

7.12 Main Street and BrewPub Meter rates are as follows (Effective July 1, 2022):

Peak Season, June through September and December through April 15
Midnight – 11:00 a.m. – FREE, no hourly max
11:00 a.m.-5:00 p.m. –$3.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed $3.00/hour
5:00 p.m.-Midnight –$5.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed $5.00/hour

Non-Peak Season, April 15 through May and October through November
Midnight – 11:00 a.m. – FREE, no hourly max
11:00 a.m.-5:00 p.m. –$2/hour, 3 hour max
Hourly rate may be modified, and may not exceed $2.00/hour
5:00 p.m.-Midnight –$3.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed $4.00/hour

No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

Effective December 15, 2017 Tokens will no longer be an acceptable method of payment.

7.13 Trailhead Parking Fees

Bonanza Flat, Bloods Lake, Empire Pass, and "Y" Lot Trailhead Parking Areas
Daily 5:00 p.m. – 8:00 a.m. – FREE, no hourly max
Monday-Thursday 8:00 a.m. – 5:00 p.m. - $5.00/hour
Hourly rate may be modified, and may not exceed $8.00/hour
Friday, Saturday, Sunday and/or identified as high-demand days 8:00 a.m. – 5:00 p.m. - $8.00/hour
Hourly rate may be modified and may not exceed $8/hour

7.14 Meter payment by cell phone:

Users sign up for a free account. ~~Meter rates in Section 7.12 apply; no~~ No less than one hour can be purchased. City pays the convenience fee charged by the service provider.

SECTION 8. RECREATION SERVICES AND FACILITY RENTAL FEES

8.1 PURPOSE AND PHILOSOPHY. Recreation Services, the Parks Department, Miners Hospital Community Center and the Library are supported primarily by tax dollars through the City's General Fund. The Golf Course has been established as an enterprise fund and should be primarily supported by revenues other than taxes. This policy applies to Recreation Services and the Golf Course Enterprise fund.

The purpose of this section is to establish a level of operations and maintenance cost recovery for programs, activities and facilities, and direction for establishing fees and charges for the use of and/or participation in the programs, activities and facilities offered by the Recreation Services, Golf Course, Library, and Miners Hospital Community Center.

It is the intent of the City to offer its Recreation Services programs, activities and facilities to the entire community. To help offset the cost of providing these services, and since the primary beneficiaries of these services are users, it is appropriate to charge fees that are adequate to fund operation of the facility in line with other like programs.

8.2 COST RECOVERY. It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Recreation Department, PC MARC, and Ice Arena and 100% of the operations and maintenance expenses incurred by the Golf Course through sources of revenue other than taxes. The City's cost recovery plan is described in detail in the City's budget document. User fees should not be considered the only source for accomplishing this objective. Revenues may also include:

- Increases in program participation.
- Fees charged for non-recreational use of facilities (conventions/special events)
- Rental income
- New programs or activities
- Private sponsorship of programs or activities
- Public agency grants or contributions.

8.3. ESTABLISHING USER FEES. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council.

8.3.1 Area Resident Discount: Those people whose primary residence is within the Park City School District limits; are currently paying property tax within Park City School District limits; or are holding a valid Park City business license and leasing or renting office space within Park City may receive a discount on user fees for the PC MARC ~~and Golf Course~~. The Golf Manager may also offer additional discounts to those people who reside within the Park City Municipal boundaries.

8.3.2 Recreation Program Fees: The Recreation Department, the PC MARC and the Golf Course offer a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs. Fees are then published on the city's website. In most cases, fees will be kept commensurate with fees charged by others providing like service.

8.3.3 Fees for Non-Recreational Activities at the PC MARC: The fees charged for non-recreational or special event use will be competitive with the marketplace providing the fees cover a minimum of: a) the costs involved in the production of the event; and, b) recovery of lost revenue.

The PC MARC facility is principally for recreation. Non-recreation activities usually will be charged up to fifty percent (50%) more than the minimum. No fee waivers for non-recreational or special event use will be permitted. However, the City Council may authorize the City to pay all or a portion of the fee in accordance with the master festival ordinance provisions.

8.3.4 Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Golf Course Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

To establish and maintain the Council's objective of 70% cost recovery, the Recreation Director will have the authority to annually increase fees up to $.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action.

Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the Recreation Director or the City Council.

8.3.5 Discounting Fees: The Recreation Director may, at their discretion, discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

8.3.6 Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity, or facility for reasons of financial hardship. The Recreation Director may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

8.3.7 Sliding Fee Scale: The purpose of this program is to provide both adult & youth residents of the Park City School District (PCSD) with the opportunity to apply for a reduced fee for certain recreation activities. The fee reduction is based on Summit County's Area Median Income (AMI) and the applicant's gross family income. The discounts range from 30 to 70% depending on Gross Family Income.

Sliding Fee Scale

	Family Size					
% of AMI	**One**	**Two**	**Three**	**Four**	**Five**	**Six**

Below 30% AMI Receive 70% discount	Less than $~~32,130~~35,406 Gross Income (GI)	Less than $~~36,720~~40,464 GI	Less than $~~41,310~~45,522 GI	Less than $~~45,900~~50,580 GI	Less than $~~49,572~~54,626 GI	Less than $~~53,244~~58,673 GI
31% to 50% AMI Receive 50% discount	$~~53,550~~59,010	$~~61,200~~67,440	$~~68,850~~75,870	$~~76,500~~84,300	$~~82,620~~91,044	$~~88,740~~97,788
51% to 70% AMI Receive 30% discount	$~~74,970~~82,614	$~~85,680~~94,416	$~~96,390~~106,218	$~~107,100~~118,020	$~~115,668~~127,462	$~~124,236~~136,903

8.4. PC MARC:

8.4.1 PC MARC Fees

Punch Card Admission. For ease of administration and convenience to users, a punch card system has been established for use of the PC MARC programs and activities. The purchase of a punch card may result in a savings off the regular rate.

Punch Passes	**Resident**	**Visitor**
Youth (3 to 17) 10 Punch	$35.00	$70.00
Adult 10 Punch	$90.00	$180.00
Senior & Military 10 Punch	$80.00	$160.00

Tennis and Pickleball Fees

Court Fees

	Resident	**Visitor**
Indoor Court	$36.00	$72.00
Outdoor Court	$16.00	$32.00

Youth Clinics Pre-Registration
45 Minute Clinic: $17.50/day
1.5 Hour Clinic: $30.00/day

Youth Clinic Drop-In
45 Minute Clinic: $23.00
1.5 Hour Clinic: $35.00

Other Tennis and Pickleball Fees

Private Lesson 1 Hour	$90.00
Private Lesson 1/2 hour	$50.00
Semi Private Lesson 1 hour (Per person max 2)	$48.00
Group of 3 (Per person)	$38.00
Group of 4 (Per person)	$33.00
Adult Clinic 1 hour	$20.00
Adult Clinic 1.5 hours	$30.00
Ball Machine per hour	$14.00

Indoor Tennis Courts Non-Athletic (Daily)	$3,000.00
Outdoor (Professional/Group Fee) Court Fee	$32/hr

Daily Drop-In	**Resident**	**Visitor**
Toddlers 2 & Under	Free	Free
Youth (3 to 17)	$5	$10
Adult	$10	$20
Senior 65+ & Military	$9	$18

Insurance Drop-In Class Fee $9.00

Facility Passes:

Individual Resident Rate

Term	**Facility Rate**	**Class Add On**	**Total**
1 Month	$55	$30	$85
3 Month	$150	$82	$232
6 Month	$270	$151	$421
12 Month	$492	$279	$771

Individual Visitor Rate

Term	**Facility Rate**	**Class Add On**	**Total**
1 Month	$100	$50	$150

Senior 65+ & Military Individual Rate

Term	**Facility Rate**	**Class Add On**	**Total**
1 Month	$50	$30	$80
3 Month	$135	$82	$217
6 Month	$248	$151	$399
12 Month	$453	$279	$732

PC MARC Racquet Sports Passes- Resident Only

Term	**Single**
1 Month	$242
3 Month	$572
6 Month	$935
12 Month	$1,463

Gymnasium	**Resident**	**Visitor**
Full Gym Hourly	$65	$140
Half Gym Hourly	$35	$80
Daily Full Gym 10 hrs max	$400	$800

Fitness Studios	$70.00 Hourly Resident	$140.00 Hourly Non-Resident

Other Fees

Non-Contract Personal Training	$60.00 per hour
Personal Training Daily Fee	$25.00 per session
Personal Training Monthly Fee	$440.00 per month
Personal Training Annual Fee	$4,400.00 per year
Birthday Party per hour	$130
Party Room per hour	$100
Inflatable Set Up Fee	$100
Pool Per Hour	$200.00plus guards

8.5 GOLF FEES. The Park City Municipal Golf Course is an 18-hole course and 6,743 yards in length. The fees listed below are established fees, however they may be altered for certain types of tournament play. To receive a resident discount, proof of residency must be presented to the golf starter. ~~Season passes are available only to those who possess a pass from the previous year~~. Playing conditions on the course may vary due to weather constraints, particularly early and late in the season. The Golf Manager may, at his discretion, discount the established fees to encourage use of the course when playing conditions are less than optimum.

Regular Season- Memorial Day through September
Off-Season- Pre-Memorial Day, October and November

~~Resident Season Pass~~	~~$1,350.00~~
~~Junior Pass~~	~~$425.00~~
~~Jr./Sr. Punch Pass~~	~~$400.00~~
~~Non-Resident Sr. Punch Pass~~	~~$500.00~~
~~Corporate Pass~~	~~$3,400.00~~
~~10-Play Punch Pass*~~	~~$400.00~~
~~Resident 18 Hole~~	~~$45.00~~
~~Resident 18 Hole with Cart~~	~~$65.00~~
~~Utah Resident 18 Hole~~	~~$60.00~~
~~Utah Resident 18 Hole with Cart~~	~~$80.00~~
~~Non-Resident 18 Hole~~	~~$70.00~~
~~Non-Resident 18 Hole with Cart~~	~~$90.00~~
~~Resident 9 Hole~~	~~$22.50~~
~~Resident 9 Hole with Cart~~	~~$32.50~~
~~Utah Resident 9 Hole~~	~~$30.00~~
~~Utah Resident 9 Hole with Cart~~	~~$40.00~~
~~Non-Resident 9 Hole~~	~~$35.00~~
~~Non-Resident 9 Hole with Cart~~	~~$45.00~~

~~Resident Off-Season 18 Hole~~	~~$35.00~~
~~Non-Resident Off-Season 18 Hole~~	~~$40.00~~
~~Cart Fee 18 Hole~~	~~$20.00~~
~~Cart Fee 9 Hole~~	~~$10. 00~~
~~Small Range Bucket~~	~~$5.00~~
~~Large Range Bucket~~	~~$10.00~~
~~Rental Clubs for 18 Holes (includes 6 golf balls)~~	~~$60.00~~
~~Rental Clubs for 9 Holes (includes 3 golf balls)~~	~~$30.00~~
~~Lodging/Advance booking 18 Hole with cart~~	~~$110.00~~
18 Holes	
Green Fee (Non-resident)	$90.00
Green Fee (Resident Rate)*	$45.00
Green Fee (Military Rate)	$45.00
Off-Season Green Fee (Non-resident)	$50.00
Off-Season Green Fee (Resident Rate)*	$36.00
Off-Season Green Fee (Military Rate)	$36.00
Advanced Booking	$125.00
9 Holes	
Green Fee (Non-resident)	$45.00
Green Fee (Resident Rate)*	$22.50
Green Fee (Military Rate)	$22.50
Off-Season Green Fee (Non-resident)	$25.00
Off-Season Green Fee (Resident Rate)*	$18.00
Off-Season Green Fee (Military Rate)	$18.00
Passes	
Resident Season Pass*	$1,350.00
Corporate Season Pass	$3,400.00
Jr. Season Pass	$425.00
Resident Punch Pass (5 18-hole or 10 9-hole rounds)*	$200.00
Area Punch Pass (5 18-hole or 10 9-hole rounds)†	$300.00
Sr. Punch Pass (10 18-hole or 20 9-hole rounds)	$600.00
Season Cart Pass	$600.00
Employee Punch Pass	$225.00
Employee Family Punch Pass	$360.00
Rental Fees	
Cart Fee 18 Holes	$20.00
Cart Fee 9 Holes	$10.00
Rental Clubs	$70.00
Range Small Bucket	$6.00

Range Large Bucket	$12.00
Evening Rates	
Pre-Twiglight (after 6:00 pm)	$20.00
Twighlight (after 7:00 pm)	$15.00

*Available only to those people who reside within the Park City Municipal boundaries
†Available to those people who reside within the Park City School District and golf association members

8.6. LIBRARY FEES. The Park City Library Board routinely reviews non-resident fee options and recommends changes. Library services, which are funded by the General Fund, are provided without charge to property owners, residents, and renters within the City's boundaries. Non-resident card fees are charged to those who request borrowing privileges but live outside the City's taxing area. On September 8, 2002, the Library Board voted to change the fee charged to some non-resident library users.

Non-Resident Card Fees	
Household	$40.00 per year
Non-Resident Card Fees - Household (6 months)	$20.00
Students residing in Summit County	Free
Educators in Park City School District	Free
~~Interlibrary Loans~~	~~$1.00 charge per item~~

8.7. CEMETERY FEES.

	Resident Fees	Eligible Non-Resident Fees
Single adult grave	$300.00	N/A
Opening and closing adult grave	$900.00	$1,000
Removal of adult from one grave to another within cemetery	$1,500.00	$1,500.00
Removal of infant from one grave to another within cemetery	$1,000.00	$1,000.00
Removal of adult for interment outside cemetery	$1,500.00	$1,500.00
Removal of infant for interment outside cemetery	$550.00	$550.00
Additional charge for after hour burials including Saturdays, holidays, weekends	$300.00	$400.00
Interment of cremated remains	$250.00	N/A
Monument grave marker maintenance	$150.00	$150.00
Memorial Wall plaque space	$250.00	$$550.00

Cremation Garden:	
Companion Premium Post	$600.00
Companion Peak Marker	$1,150.00
Companion Boulder	$1,530.00
Family Bench	$1,215.00
Individual Premium Post	$470.00
Individual Peak Marker	$600.00
Family Pedestal without top	$1,300.00
Family Pedestal with top	$2,000.00
Opening and Closing	$250.00

8.7.1. Cemetery Fee Waivers. Any or all of the fees associated with the operation of the Park City Cemetery may be waived by the Cemetery Sexton, however such consideration is focused on persons who provided exceptional community service or residents with proven financial hardship. Grave sites, located in the "Veterans Section" for Park City veterans, firemen and police officers will be provided free of charge and fees will be waived for, cemetery services. Family members wishing to be buried in this section of the cemetery will be charged for lots and services.

8.8. PARK PAVILLION RENTAL FEES. It is not mandatory that a fee be paid for the use of a park pavilion. However, those persons having reserved a pavilion and paid the reservation fee shall have the exclusive use to use that pavilion over others. Reservation fees for park pavilion use are as follows:

Rotary, South-End of City Park Jack Green Bandstand Pavilions	Half Day	Full Day
Residents within Park City School District	$85.00	$150.00
Non-residents/commercial	$170.00	$300.00

8.9. MINERS HOSPITAL COMMUNITY CENTER FEES. This facility is located at 1354 Park Avenue. Reservation fees for use of the Miners Hospital Community Center are as follows:

Group 1: Activities which are free and open to the public, or educational/informational.
Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or other promotional events.
Group 3: Activities which are closed to the public such as private receptions, conferences or parties.
Group 4: Activities which are held between the hours of 6:00 p.m. and 8:00 a.m.

Location	Group 1	Group 2	Group 3	Group 4
Miners Hospital 1st Floor	Free	$18/Hour	$23/Hour	$30/Hour

Miners Hospital 2nd Floor	Free	$18/Hour	$23/Hour	$30/Hour

Miners Hospital 3rd Floor	Free	$15/Hour	$20/Hour	$25/Hour
Miners Hospital Basement	Free	$15/Hour	$20/Hour	$25/Hour

Cancellation Policies for entire building reservations:

For two hour reservations, a $25.00 handling fee will be charged for cancellations received less than one week prior to rental.

For half-day reservations, a $50.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

For whole day reservations, a $75.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

Notes:
All fees are due no less than two weeks in advance of the rental.
A $65.00 cleaning fee is required on all rentals.
A $500.00 damage deposit is required on all rentals, which is refundable if the facility is left in satisfactory condition.

8.10. PARK CITY LIBRARY ROOM RENTAL RATES

Park City Library Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows:

Group 1: Activities which are free and open to the public during library hours. Groups such as book clubs, support groups, government institutions, Library/City partners, HOAs, and other affiliated community organizations, as approved by the Library Director.

Group 2: Activities during Library hours which are open for public participation but charge a fee for entry or activities which are closed to the public.

Group 3: Activities which are outside of Library operating hours or promote or solicit business. This includes businesses that offer initial free services/consultations /presentations, and then later charge a fee or contact attendees

Non-Profits: Receive one free contiguous rental of up to four hours per month, which may be split between multiple rooms within the Library's operational hours.

Dark Days: Applicable to the Jim Santy Auditorium only. A dark day is when a theater is closed to the public and there are no performances or use of the space, but there is equipment set up for a future

performance. This is only available to the group whose equipment is in the auditorium.

Location	Room	Occ.	Group 1	Group 2	Group 3	Non-Cleaning Fine
Library 1st Floor	Entry Hall	43	Unavailable	Unavailable	$300/Hour (Unavailable during library hours)	$20/hour, $40 minimum
Library 1st Floor	Entry Hall Patio	90	Unavailable	Unavailable	$400/Hour (Unavailable during library hours)	$20/hour, $40 minimum
Library 1st Floor	Public Meeting Room 101	34	Free	$25/Hour	$50/Hour	$20/hour, $40 minimum
Library 2nd Floor	Study Rooms 1 - 8	3 - 6	Free	Free (Unavailable outside library hours)	Free (Unavailable outside library hours)	$20/hour, $40 minimum
Library 2nd Floor	Meeting Room 201	34	Free	$25/Hour	$50/Hour	$20/hour, $40 minimum
Library 2nd Floor	North Conference Room	12	Free	$20/Hour	$40/Hour	$20/hour, $40 minimum
Library 2nd Floor	South Conference Room	12	Free	$20/Hour	$40 (unavailable outside Library hours)	$20/hour, $40 minimum
Library 3rd Floor	Public Meeting Room 301	34	Free	$25/Hour	$50/Hour	$20/hour, $40 minimum
Library 3rd Floor	Jim Santy Auditorium	~~516~~ 424	Free (Dark Day: One free day, then $200/day)	$95/Hour (Dark Day: $300/day)	$200/Hour (Dark Day; $600)	$~~20~~50/hour, $~~40~~100 minimum
Library 3rd Floor	Community Room	85	Free	$75/Hour	$150/Hour	$20/hour, $40 minimum

Santy Technology Fees:

Projection Fees:

Users must hire a third-party approved projectionist for use of auditorium technology (projection, lights, microphones). Projectionists have their own fee scale. Users pay projectionists directly. A list of approved projectionists is available upon request.

~~Users may rent the Projection Booth and have a trained projectionist manage technology needs. The Projection Booth rents for $500 per event rental ($250 for Non- Profits), with a hired projectionist approved by the Park City Library. Projectionists have their own fee scale; Users pay projectionists directly. A list of approved projectionists is available upon request.~~

~~Lighting Fees: Stage lighting may be rented when approved by the Library Director orhis/her designee. Any change in the direction of lighting must be made by a pre- approved vendor at the expense of the User. The User shall pay the vendor directly. Lighting must be returned to the original direction before vacating the rental. The Projection Booth and a projectionist must be reserved to utilize lighting.~~

Notes:

1. Advance reservations and standard lease agreement required, tenants included.
2. It is the responsibility of the User to review the *Park City Library Room Use and Rental Policy*.
3. Special parking arrangements may be required for events for more than 250 participants and guests.
4. All rates are subject to change without notice.
5. All deposits and fees are to be paid in advance.
6. Rental rates for auditorium equipment are calculated separately.
7. The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Library Director may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

SECTION 9. ICE ARENA AND FIELDS RENTAL FEE SCHEDULE.

9.1. Establishing User Fees. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council. Area rates apply to residents of Park City, Summit County and Wasatch County. Outside rates apply to requests outside Summit and Wasatch Counties.

Field Fees	
Additional Restroom Cleaning	$30.00 per clean

Ice Arena Admission Fees	Local Area Rates	Outside Area Rates
*discount for pre-registration		
Public Skate – 5 years & under	Free	Free
Public Skate – youth & adult	$7.00	$14.00
Cheap Skate (includes skate rental)	$7.00	$14.00
Group Rates (20+) includes skate rental	$7.00	$14.00
School Rate – includes skate rental	$7.00	$14.00

Skate Rental	$4.00	$4.00
Stick & Puck	$9.50	$9.50
Drop-in Hockey	$12.00	$12.00
Coached Drop-in Hockey	$14.00	$14.00
Freestyle*	$10.50	$10.50
Drop-in Curling	$260.00/lane	$280.00/lane
~~Drop-in Skating Class~~	~~$20.00~~	~~$25.00~~
Off-Ice Programming:		
Strength & Conditioning, Ballet*	$12.00	$12.00
Visiting Coach Fee	$16.00	$16.00
Invited Coach Fee	$10.00	$10.00

~~Curling Instructor Fee $50/per hour/per instructor~~

Annual Passes	
Bronze (Public Skate): (Includes Skate Rental)	$300.00
Hourly Ice	
Local Rate, Not-for-Profit (Summit or Wasatch County Resident)	$245.00
Non-Resident, Not-for-Profit	$300.00
Camp	$320.00
For-profit	$465.00

*Organizations who provide a certificate of insurance listing PCMC as additionally insured and are a 501(c)3 organization can receive a tax-free rate.

Room Rental

Multi-purpose Rooms $40/hr. (per room)

User Groups can use the Party Room for 24 hours per year at no cost, but rooms must be booked in advance.

Birthday Parties	
Birthday Party Package	$185.00
Instructor	$50/per 30 minutes

~~Equipment (per hour)~~

~~Curling $50/hour/lane~~

Event Fees	
Rentals 1-50 people	$50
Rentals 51-100 people	$100
Rentals 101+ people	$200
Bleachers	$200/day
Catering Fee	$150
Scheduling Impact Fee	$150
Overnight Rental Staffing	$100/hour per employee

Skate Services

Fees listed below are for services requested for 24 hours or more. An additional fee may be paid for services requested within 24 hours. Punch cards available for overnight services only. There is no discount for skate sharpening punch cards, they are available for convenience. Pre-payment is required for all skate sharpening.

Hockey Skate Sharpening	$10.00
Figure Skate Sharpening	$12.00
Custom Radius	$30.00
Figure Skate Sealing	$30.00
Rivets Replacements	$2.50 (ea.)
Figure Skate Blade Mounting (per pair)	$25.00
Skate Fitting (without purchase)	$20.00

Locker Rental (Annual Fee)	First Floor	Second Floor
Regular Locker	$185.00	$135.00
Large Locker	$215.00	$165.00

Gate Fees

The Park City Ice Arena will take 25% of any gate fees collected for an event.

Advertising Fees and Sponsorship Fees	
Dasher Board Ads	$1,600
Wall Banners	$2,500
Glass Decals	$400
Program Sponsorship	Varies by program
Information Screen	$150/month

9.2. Cost Recovery: It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Ice Arena through sources of revenue other than taxes (see Section 8.2 above).

9.3. Recreation Program and Pass Fees: The Park City Ice Arena offers a variety of organized programs and passes. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis.

9.4. Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Ice Arena Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users topay.

The City Manager will have the authority to annually increase fees up to $.50 or 10%, whichever isgreater. Any requested increase over that amount will require Council action. Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

9.5. Discounting Fees: The Ice Arena Manager may discount fees when:

a. Offering special promotions designed to increase use.

b. Trying to fill non-prime time.
c. Introducing new programs or activities.
d. Playing conditions are below standard due to weather or facility disrepair.

9.6. Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Ice Arena Manager may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

The Ice Arena is pleased to offer the Fee Reduction program as a means for individuals to apply for reduced costs associated with our youth programs. Not all programs are eligible for fee reduction. Applicants must be residents of Summit or Wasatch Counties. Program fees may be discounted up to 75% off for students inthe Park City School District who qualify for free or reduced lunch. Fees may be discounted for specified activities based on an individual's Average Median Income (AMI). Families qualifying for Fee Reduction may receive Public Skate admission and Skate Rental for a combined $3.00 per person.

9.7 Establishing Fields User Fees**:** Fees shall be set at a level which ensures field quality and meets the objectives of the City Council. Resident rates apply to residents of Park City School District. Visitor rates apply to requests outside of the Park City School District Boundaries. In order to receive the resident rate a minimum of 75% of the participants must be residents of the Park City School District. A service charge of 2% will be applied to credit card charges over $5,000.

	Resident Fees		Visitor Fees	
Field/Venue	**Hourly**	**Full Day**	**Hourly**	**Full Day**
City Park Grass Field	$60	$300	$120	$600
City Park Softball Field	$60	$300	$120	$600
City Park Volleyball Court	$30	$150	$50	$250
North 40 Grass Field North	$60	$300	$120	$600
North 40 Grass Field South	$60	$300	$120	$600
North 40 Full Complex		$420		$840
PCHS Dozier Field	$100	$500	$200	$1,000
PCHS Baseball Field	$60	$300	$120	$600
PCHS Softball Field	$60	$300	$120	$600
PCHS Little League Field	$60	$300	$120	$600
PCHS Ball Fields Complex		$630		$1,260
TMMS Pony Field	$60	$300	$120	$600
TMMS Little League South	$60	$300	$120	$600

TMMS Little League Admin	$60	$300		$120	$600
TMMS Grass Field	$60	$300		$120	$600
TMMS Full Complex		$630			$1,260
PCSC Stadium Grass Field	$60	$300		$120	$600
PCSC Stadium Softball Field	$60	$300		$120	$600
PCSC Field D Multi-Purpose	$60	$300		$120	$600
PCSC Turf Field Multi-Purpose	$100	$500		$200	$1,000
PCSC Full Complex		$980			$1,960
	Per Day	**3-Month Season**		**Per Day**	**3-Month Season**
Commercial Use of Outdoor Rec Facility (non-exclusive)	$60	$300		$80	$500

Youth Stakeholder Fee	$275.00/team per season
Adult Stakeholder Fee	$325.00/team per season
Additional Restroom Cleaning	$50.00
Field Prep (Softball/Baseball)	$100.00 Field Set
Up (Lacrosse, Soccer, Football)	$383.00
Field Lights - PCSC & City Park	$25.00/hr.
Baseball Fence	$45.00 /field
Outfield Vinyl Fencing one week of use	$337.00 /field
Concession Stand Fee	$25.00/use

SECTION 10. MISCELLANEOUS FEES. The following fees are set to insure cost recovery and use fees for additional City services associated with but not limited to Special Event Permits and approved filming activity

10.1	Fee for in lieu of providing public parking	$40,000.00 per stall
10.2	Returned Check Charge:	$25.00
10.3	News Rack Application and Permit	$50.00 per application $75.00 per three-year permit

10.4 Bleachers

Bleacher Rental (per bleacher, per day)	$800.00
Bleacher Delivery and Pick Up (per event, all bleachers)	$201.00

10.5 Banner Installation

Street Banner Installation-entire Main	$1,16.70
Street Banner Installation-every other Main	$893.10
Street Banner Installation-every 3rd	$669.50
Street banner Installation- Roundabout	$450.65
Street Banner Installation- Kearns	$2,013.00

(Includes state permit, barricades and signage, required during install)

Street Banner Removal- Kearns	$1,515.00

10.6 Parks Clean Up, Labor and Equipment

Pressure Washing (per hour, incl. operator)	$105.05
Pavilion Cleaning	$225.00
Extra Trash Cans	$10.00
Trash Bags	$2.10

10.7 Public Safety

Police Officer (per employee, per hour - four hour minimum)	$100.00
Holiday (per employee, per hour - four hour minimum)	$200.00
Mobile Command Trailer (Placement, Day One, Removal)	$250.00
Mobile Command Trailer (each additional day)	$100.00

10.8 Parking Reservation Fees (Parking Department)

Application Fee	$22.25
Main Street, Heber Avenue, Park Avenue (Heber to 9th St)	$20.00
Swede Alley Parking Space (per space, per day)	$13.25

10.9 Barricades (cost per barricade)

Crowd Control Barricades	$10.00
Portable Electronic Sign/Message Board (per day)	$200.20
Temporary Signs (each)	$25.00
Street Barricades (per day/per barricade)	$1.50
Vertical Panels	$1.55
Delineators	$1.55
Type 3 Barricade	$4.00
Arrow Board	$125.00
Flagging (per person/per hours)	$85.00

10.10 Dumpsters

8 Yard (delivery + haul off fee)	$460.00
30 yard (delivery + haul off fee)	$~~430.00~~750.00
Landfill fee for 30 yard dumpster (per ton)	$~~37.00~~55.00

10.11 Streets Equipment and Materials Equipment (2 hour min. - billable rate is portal to portal, cost includes operator, fuel, maintenance)

Large Loader (per hour, 1 staff)	$~~175.44~~192.98
Small Loader (per hour, 1 staff)	$~~122.32~~134.55
Street Mechanical Sweeper (per hour, 1 staff)	$~~256.02~~281.62
Heavy Duty Vactor Truck (IDDE, Haz spills)	$292.40
~~Unimog with Snow Blower (per hour, 1 staff)~~	~~$270.30~~
Unimog Snowplow (per hour, 1 staff)	$~~150.20~~165.22
Loader with Blower (per hour, 1 staff)	$~~371.71~~408.88
1 Ton Truck with dump (per hour, 1 staff)	$~~92.06~~101.27
2 Ton Truck with dump (per hour, 1 staff)	$~~147.14~~161.85
Bucket Truck (per hour, 2 staff)	$~~200.01~~220.01
Tandem Axle Trailer (per hour)	$~~40.00~~44.00
Skid Steer (Cat 262 - per hour, 1 staff)	$~~95.03~~104.53
Add Grinder	$~~12.92~~14.21
Add Snow Blower	$~~10.80~~11.88

Backhoe (per hour, 2 staff)	$~~167.88~~184.67
Air Compressor (per hour, 1 staff)	$~~71.40~~78.54
Graffiti Truck (per hour, 1 staff)	$~~127.59~~140.35

10.12 Materials

Salt (per ton)	$~~67.50~~74.25
Road base (per ton)	$~~27.00~~29.70
Sand (per ton)	$~~24.00~~26.40
Cold Patch (per ton)	$~~136.05~~149.66
Hot Mix (per ton)	$~~100.43~~110.47

10.13 Personnel (total compensation per employee, per hour, during regular business hours)

Parks Department (PCMC Parks employee)	$~~38.50~~46.20
Streets Department (Streets employee)	$~~38.50~~46.20
Special Events Department (staff)	$~~42.25~~50.70
Cleaning Labor – restrooms, buildings and other (contract labor)	$~~60.00~~72.00

10.14 Special Event Application Fee (Processing and Analysis)

Level Five Event	$10,376
Level Four Event	$3,836
Level Three Event	$1,810
Level Two Event	$976
Level One Event	$820
Community Identifying Event	10% of fees listed above
First Amendment Event	$ 40.00
Film Permit Application Fee	$ 80.00

As according to section 4A-2-11, Fee Reduction requests for Special Events will be reviewed twice a year. All event fee reduction requests must be submitted to the Special Events Department prior to the application deadlines as outlined in the municipal code.

10.15 Trail Use Fees

Event Participation 'Caps'

Event participation numbers may be 'capped' at the following unless approval from City Council is provided.

Running/Snowshoeing	500
Biking	350
Triathlon	350
Cross Country Skiing	350
OTHER	TBD

Trail Use Fee and Deposit Schedule

ACTIVITY	NUMBERS	LOCAL NON-PROFIT	OUT OF AREA NON-PROFIT	LOCAL PROFIT	OUT OF AREA PROFIT	DEPOSIT
Mountain Biking	30-350	1% x $200 x number of participants	2% x $200 x number of participants	1.5% x $200 x number of participants	3% x $200 x number of participants	TBD

Cross Country Skiing*	30-350	.5% x $200 x number of participants	1% x $200 x number of participants	1% x $200 x number of participants	1.5% x $200 x number of participants	TBD
Triathlon*	30-350	1.5% x $200 x number of participants	2.5% x $200 x number of participants	2% x $200 x number of participants	3.5% x $200 x number of participants	TBD
Running/Walking/Snow shoe*	30-500	.5% x $200 x number of participants	1% x $200 x number of participants	1% x $200 x number of participants	1.5% x $200 x number of participants	TBD
Other (Events that may propose significant impacts to the system)	TBD	TBD	TBD	TBD	TBD	TBD

If Council approves additional participation above a capped quota of participants, add $3.00/participant in addition to fees provided below.

Cost per trail maintenance/mile $200.

*All winter events that propose to use the winter trails system may be subject to a grooming fees of $35.00/hr. This fee may include pre-event preparation of the trails and post event maintenance of the trails.

10.16 Credit Card Transaction Fees

Effective July 1, 2019, there will be a 2.00% service fee for all non-utility credit card payments equal to or greater than $5,000.

SECTION 11. MUNICIPAL ELECTION FEES

11.1 Fees for municipal elections are as follows:

$150.00 Mayoral filing fee*

$100.00 Council filing fee*

*Fees are waived for candidates who prefer to collect 100 signatures of Park City registered voters.

City Council
Staff Report

Subject:	**FY26 Final Budget Adoption**
Authors:	**Budget Department**
Department:	**Budget, Debt & Grants, Human Resources**
Date:	**June 12, 2025**

Recommendation

City Council will take public input, hold a public hearing, and consider adopting the Final FY26 Budget, the FY25 Adjusted Budget, Budget Policies, Fee Changes, and Elected and Statutory Officer Compensation as discussed in the last work session held on June 5, 2025.

Executive Summary

The FY26 Budget reflects months of collaborative work with the City Council and numerous City departments. Below is a quick summary of the key steps taken during the FY26 Budget process:

- **Revenue Projections:** The Budget Department begins by forecasting the City's expected revenue for the upcoming fiscal year;
- **Department Requests:** Departments submit annual budget requests aligned with City Council priorities and Annual Retreat discussions;
- **Results Team & CIP Committee Review**: Two internal committees of staff from across the City evaluate requests: the Results Team reviews operating requests, while the CIP Committee reviews capital project proposals and makes recommendations to the City Manager;
- **Executive Team Refinement:** The Executive Team receives reviews to align with Council goals; and
- **Council Review, Discussion, and Adoption:** Draft budgetary information is presented to the City Council for review and modification over several months. Following refinements, the tentative and final budgets are adopted in May and June, respectively, as Utah law requires.

The FY25 Adjusted Budget, which is an attempt to "close-out" budgetary aspects of the existing fiscal year, includes minor departmental adjustments, utility billing actuals, final revenue projections, and grant adjustments.

We recommend that the City Council take the following actions to complete the FY26 Budget process and amend the FY25 Budget:

- Review final changes to the FY26 Budget and Adjusted FY25 Budget;
- Consider adopting an ordinance establishing compensation for Elected and Statutory Officers for FY26;
- Hold a public hearing and consider adopting a resolution amending the FY26 Fee Schedule; and

- Hold a public hearing and consider adopting an ordinance approving the Revised FY25 Budget, Final FY26 Budget, and authorizing the computation of the property tax rate at a no-property tax increase rate.

Analysis

Sales tax revenues remain a stable and vital source of funding for essential public services, even as growth moderates. We forecast relatively flat revenue growth next fiscal year, with General Fund sales tax revenue projected to increase by only $800,000 over FY25 levels, the lowest projected year-over-year increase in recent history. Other fees and revenue sources contribute to a total General Fund revenue increase of approximately $1.8 million compared to FY25.

In response, the FY26 Budget prioritizes strategic resource allocation and operational efficiency. Rather than relying on new revenue or fee increases to meet rising costs, departments were asked to identify savings. This approach allowed the City to support many inflationary cost increases and maintain high levels of service without new revenue.

Expenditure Summary - All Funds							
	Actuals FY 2022	Actuals FY 2023	Actuals FY 2024	Through 3/31 Actuals FY 2025	Original Budget FY 2025	Adjusted Budget FY 2025	Original Budget FY 2026
Personnel	$41,409,399	$50,290,017	$57,594,426	$44,970,666	$61,521,762	$62,807,817	$65,125,056
Mat, Suppls, Services	$22,169,453	$25,774,813	$28,138,849	$18,185,654	$33,132,685	$31,901,576	$31,685,674
Capital Outlay	$526,103	$853,785	$956,243	$442,810	$818,127	$1,107,048	$984,611
Contingency	$24,600	$0	$60,000	$38,286	$300,000	$300,000	$250,000
TOTAL	$ 64,129,555	$ 76,918,615	$ 86,749,518		$ 95,772,574	$ 96,116,441	$ 98,045,341
Capital	$51,495,991	$51,092,396	$43,056,960	$19,246,435	$84,053,629	$208,841,672	$60,660,704
Debt Service	$20,557,556	$20,260,179	$20,584,287	$14,472,084	$24,800,480	$24,800,480	$23,532,229
Interfund Transfer	$23,094,790	$23,504,884	$23,674,793	$14,935,518	$21,152,180	$20,981,268	$21,167,458
Ending Balance	$167,922,695	$230,280,047	$219,587,248	$0	$69,397,758	$63,652,861	$89,531,067
TOTAL	$ 263,071,032	$ 325,137,506	$ 306,903,288		$ 199,404,047	$ 318,276,281	$ 194,891,458

FY26 Operating Budget: Prioritizing Existing Services and Strategic Initiatives.
The operating budget was presented on April 10, 2025. As with FY25, the FY26 budget excludes major expansion in staffing, programs, or new initiatives. Instead, it emphasizes maintaining high service standards, addressing inflationary pressures, and refocusing internal capacity on critical projects and long-term community priorities.

General Fund Requests	Amount
Ongoing requests - personnel, services, supplies, same level of service	$ 1,183,298
Offsets	$ (667,586)
Net operating requests	**$ 515,712**
Contractural Increases (Sundance, Summit County)	$ 21,250
Health Insurance Increase	$ 765,855
2.5% Cost of Living Adjustment (COLA)	$ 923,393
One-time Expenses (childcare, vehicles, Redus, Election, Sundance elevated safety)	$ 1,211,567

For a comprehensive list of Operating Budget requests, please see Exhibit A.

To view the complete Park City budget by fund click here 'FY26 Fund Summaries'.

FY26 Capital Budget
The capital budget was presented on April 23, 2025. Several exciting projects and programs are proposed for FY26. Here are just a few examples:

- **$2.2 million** for upgrades to the PC MARC aquatics facility, slated for completion in spring 2026, plus **$570,000** for improved public restrooms and locker rooms;
- **$300,000** to design a 12-foot-wide shared-use path along Kearns Boulevard, enhancing pedestrian and cyclist safety and connectivity in the Bonanza District;
- **$18.9 million** to replace outdated transit vehicles with 13 new electric buses and charging infrastructure. Federal grants and incentive disbursements fund 79% of this project;
- **$510,000** to replace the golf course's cart fleet;
- **$600,000** to expand free transit service to the Bonanza Flat Conservation Area, with the 9 Purple Route running every 15 minutes on weekends;
- **$110,000** for Ice Arena lobby upgrades to create a better visitor and customer service; and
- **$150,000** to design a new frontage road to support the community's next community housing development at Clark Ranch.

Major Capital Projects

Project	FY26 Budget + Carryforward
Community Development	
CP0611 Misc 5-Acre Site Improvements	$38,200,000
CP0386 Recreation Building in City Park	$15,231,259
CP0619 Emerging Community Development Projects	$10,000,000
CP0267 Soil Remediation	$5,934,761
CP0311 Senior Community Center	$3,500,000
CP0270 Downtown Enhancements Phase II	$1,634,406
CP0402 Additional Downtown Projects	$1,132,703
CP0401 Downtown Projects Plazas	$839,902
CP0089 Public Art	$546,059
CP0361 Land Acquisition/Banking Program	$249,125
CP0620 Silver King Mine Restoration	$200,000
General Capital Improvements	
CP0028 5 Year CIP Funding	$5,073,395
CP0074 Equipment Replacement - Rolling Stock	$4,289,785
CP0006 Pavement Management Implementation	$3,695,910
CP0203 China Bridge Event Parking	$3,102,153
CP0146 Asset Management/Replacement Program	$2,613,462

CP0092 Open Space Improvements	$2,219,985
CP0329 Main St. Infrastructure Asset Management	$819,975
CP0559 Marsac Remodel	$795,200
CP0332 Library Technology Equipment Replacement	$305,670
Housing	
CP0588 Housing Program Public Private Pa	$7,639,560
CP0587 Housing Program Asset Acquisition	$4,068,259
CP0586 Housing Ongoing Asset Improvement	$1,886,975
Recreation	
CP0598 PC MARC Aquatics Replacement	$9,940,350
CP0150 Ice Facility Capital Replacement	$1,911,012
CP0091 Golf Maintenance Equipment Replacement	$1,238,158
CP0729 MARC Public Restroom & Locker Room Remod	$570,000
CP0743 McLeod Creek Trail Improvements	$568,940
CP0732 Golf Cart Replacement	$510,000
CP0005 City Park Improvements	$428,880
Transportation	
CP0009 Transit Rolling Stock Replacement	$19,928,240
CP0411 SR248/US 40 Park & Ride Program	$14,974,742
CP0025 Bus Shelters Design and Capital Improve	$12,201,789
CP0540 Snow Creek Crossing	$11,416,778
CP0527 Homestake Roadway & Trail Imp	$9,297,074
CP0536 Bonanza District Bus Stops	$2,830,000
CP0478 Bike/Ped Improvements in Thayne's	$2,619,784
CP0592 CAD/AVL Replacement	$1,380,000
CP0385 Park Avenue Reconstruction	$1,034,969
CP0420 Enhanced Bus Stops at Fresh Market and P	$531,942
CP0036 Traffic Calming	$431,719
CP0725 Empire Transit Trailheads & Bus Shelter	$350,000
CP0608 SR224 Roundabout Transit Priority Design	$300,000
CP0730 Kearns Blvd Multipurpose Trail	$300,000
CP0528 Munchkin & Woodbine Extn/Multi Trail Imp	$300,000
Water	
CP0389 MIW Treatment	$10,006,098
CP0040 Water Dept Infrastructure Improvement	$5,824,492
CP0318 Bonanza Park/RMP Substation Mitigation	$7,077,548
CP0178 Rockport Water, Pipeline, and Storage	$2,861,514
CP0007 Tunnel Maintenance	$2,766,148
CP0341 Regional Interconnect	$2,575,012
CP0256 Storm Water Improvements	$1,904,099
CP0396 Park Ave SD	$1,600,000
CP0304 Quinn's Water Treatment Plant Asset Repl	$1,061,430

To view the complete Park City budget by fund click here 'FY26 Capital Budget Summary'.

Final proposed changes to the FY26 Tentative Budget, originally adopted on May 1, 2025: For changes presented earlier, refer to the June 5, 2025 staff report.

Interfund Transfer (IFT)
Interfund Transfers are resources we transfer between funds to reimburse support departments for services provided. These include:

- **Administrative Interfund Transfer (Admin IFT):** Increased by $137,892 (4.4%) across the Water, Stormwater, Golf, Transportation, and Parking funds to cover COLA, health insurance, expanded IT support, and rising costs of materials, supplies, and services.
- **Self-Insurance Interfund Transfer:** Increased by $52,949 (2.8%), primarily due to higher property insurance premiums. The total insured value rose by $83 million, including the addition of the 3 Kings Water Treatment Plant.

FY26 Fee Schedule Changes
On May 15, 2025, the Budget Team presented the proposed FY26 Fee Schedule to the Council that aligns fees with the estimated cost of delivering services, while also considering community needs, usage patterns, and input from residents and the City Council. Since the May 15 Council meeting, the following fee schedule changes are proposed (see Link):

- At the May 15 work session, Council reviewed all proposed FY26 Fee Schedule changes and recommended one revision to simplify the golf Resident Punch Pass and Area Punch Pass, as shown in the table below:

Fee	Cost	Eligibility
Resident Punch Pass (5 18-hole or 10 9-hole rounds)	$200	Reside in municipal boundaries
Area Punch Pass (5 18-hole or 10 9-hole rounds)	$300	Reside in PC School District boundaries; Member of golf association

FY26 Capital Updates
Adjusting Park City's water infrastructure budget is necessary to balance the fund and maintain the City's strong bond rating. These adjustments primarily affect contingency allocations and will not disrupt critical capital planning; however, some lower-priority projects may be deferred to future years.

- **CP0040 Water Department Infrastructure Improvement** – Reduce budget by $1,500,000 to realign with projected FY26 water service fee revenues. Project

deferrals will occur as needed and focus on most critical infrastructure priorities; and

- **Decrease the following capital projects** – Updated project refinement allowed the projects to proceed with a leaner allocation.
  - **CP0178 Rockport Water, Pipeline, and Storage** – Decreased by $300,000
  - **CP0276 Water Quality Study** – Decreased by $150,000
  - **CP0301 SCADA and Telemetry System Replacement** – Decreased by $150,000
  - **CP0304 Quinn's Water Treatment Plant Asset Replacement** – Decreased by $500,000
  - **CP0372 Regionalization Fee** – Decreased by $200,000
  - **CP0418 JSSD Interconnection Improvements** – Decreased by $100,000
  - **CP0574 Landscaping Incentives** – Decreased by $200,000

FY26 Operating Budget Updates

- **Water Fund** – Increased snowmaking revenue by $350,000 based on the new Surplus Water Sales Agreement authorizing additional water sales to Deer Valley Ski Resort.

For additional information, please refer to FY26 Fund Summaries and FY26 Capital Budget Summary available on the Budget, Debt and Grants page of Park City website.

Exhibits

Exhibit A: FY26 General Fund Operating Budget Requests
Exhibit B: FY26 Enterprise Fund Operating Budget Requests
Exhibit C: Budget Ordinance
Exhibit D: Budget Summaries

FY26 General Fund Operating Budget Requests

SLOS - Same Level of Service (aligning budget with actuals)
OTE - One Time Expense
MSS - Materials, Services, Supplies

Department	Subcategory	Request	Manager Request	Final Budget
Service Contracts/Agreements	MSS	Park City Museum Provider Services Agreeement Increase	**$ 8,000**	$ -
Budget - Manager Proposed Savings				$ (5,600)
Building Dept	Personnel	Reclass Two Building Insp to Senior Building Insp	**$ 46,562**	$ 23,281
Manager Proposed Savings				**$ (180,203)**
Building Dept Total			**$ 46,562**	**$ (156,922)**
Childcare	OTE - MSS			$ 633,000
Community Engagement - Manager Proposed Savings				$ (8,600)
Elections		Primary Election added		$ 20,000
Emergency Contingency - Manager Proposed Savings				$ (50,000)
Env Regulatory/Property		Title Insurance Redus		$ 25,000
Economic Development - Manager Proposed Savings				$ (93,253)
Public Works				
Public Works - Bldg Maint	MSS	Contract Services	$ 23,600	$ 23,600
Manager Proposed Savings				**$ (46,603)**
Public Works - Parks	Personnel	Parks III (2) - Enhanced snow removal on sidewalks, stairs & bike paths, summer park maint. & repairs	$ 238,778	$ 238,778
Public Works - Parks	MSS	Planters, Plant Material (external)	$ 12,000	$ 12,000
Public Works - Parks	MSS	Holiday decorating	$ 18,000	$ -
Manager Proposed Savings			**$ (50,000)**	**$ (50,000)**
Public Works - Streets	Personnel	Increase to OT wages	$ 15,000	$ -
Manager Proposed Savings				**$ (23,180)**
Public Works Total			**$ 257,378**	**$ 154,595**

Department	Subcategory	Request	Manager Request	Final Budget
Engineering	Personnel	Reclass Public Improvement Engineer position to Assistant City Engineer	$ 12,000	$ 12,000
Engineering	MSS	Software Licenses	$ 10,000	$ 5,000
Engineering	MSS	Dept & Office Supplies, Equipment	$ 4,650	$ 4,650
Engineering	MSS	Align Cell Phone Budget to Actual Spending	$ 1,600	$ 1,600
Manager Proposed Savings				**$ (23,000)**
Engineering Total			**$ 28,250**	**$ 250**
Human Resources	Personnel	Reclass HRBP to Senior HRBP	$ 13,400	$ 13,400
Human Resources	MSS	Enhance Healthy Living Program Increase (giveaways, biometric screenings onsite, etc)	$ 10,000	$ -
Human Resources	MSS	Employee Holiday Events/Valuing Employees Event	$ 19,000	$ -
Manager Proposed Savings				**$ (13,400)**
HR Total			**$ 42,400**	**$ -**
Information Technology	Personnel	Helpdesk Manager (wages, benefits, equipment)	$ 156,127	$ 156,127
Information Technology	Personnel	Reallocate shared GIS position from Water		$ 45,564
Information Technology	MSS	Contract Services	$ 150,000	$ 75,000
Manager Proposed Savings				**$ -**
IT Total			**$ 306,127**	**$ 276,691**
Library		Added $4k to Tech Services budget for grant rev from state		$ 4,000
Library	MSS	Postage, PO Box Services, Package Pickup/Delivery	$ 4,282	$ -
Library	MSS	Programs - More Attendees at Events	$ 5,000	$ -
Library	MSS	Room Rentals, Tenant Support	$ 3,000	$ 3,000
Library	MSS	Marketing	$ 1,500	$ 1,500
Library	MSS	Digital Materials	$ 2,000	$ -
Library	MSS	Spanish Materials	$ 2,000	$ -
Library	MSS	Meetings, Conferences, Travel	$ 5,000	$ 2,500
Library	MSS	Memberships	$ 900	$ 900
Library	MSS	Mileage	$ 200	$ 200
Manager Proposed Savings				**$ (7,885)**
Library Total			**$ 23,882**	**$ 215**
Planning	Personnel	Reclass Planner I to Planner II	$ 22,066	$ 22,066
Planning	MSS	Memberships	$ 230	$ 230
Planning	OTE - MSS	OTE - Contract Services - Implement General Plan Updates	$ 38,000	$ 38,000
Planning	MSS	Align budget to reflect increased per diems for public bodies	$ 53,400	$ 30,315
Manager Proposed Savings				**$ (89,000)**
Planning Total			**$ 113,696**	**$ 1,611**

Department	Subcategory	Request	Manager Request	Final Budget
Police	Personnel	New Detective Sergeant to support growing case load. This includes wages, benefits, gear and safety equipment	$ 240,802	$ 240,802
Police	Personnel	K9 Officer and K9 trained in explosive detection and search & rescue. Includes wages, benefits, gear and safety equipment	$ 204,404	$ 204,404
Police	Personnel	School Resource Officer (SRO) **per new legislation** (there will be an $80k PCSD offset per ILA)	$ 204,404	$ -
Police	OTE - Vehicle	OTE - Vehicle and buildout for Detective Sgt	$ 75,000	$ 75,000
Police	OTE - Vehicle	OTE - Vehicle and special buildout for K9 unit	$ 102,000	$ 102,000
Police	OTE - Vehicle	OTE - SRO Vehicle and buildout	$ 90,000	$ -
Manager Proposed Savings				**$ (50,000)**
Total Police			**$ 826,610**	**$ 572,206**
MARC	Personnel	Recreation Program Supervisor for new Aquatics Center/Program (wages, benefits, computer, phone, etc)	$ 164,443	$ -
MARC	Personnel	PT Staff- Winter Aquatics	$ 53,760	$ 53,760
MARC	Personnel	PT Staff- Reclassification of Pro Shop Attendant	$ 5,425	$ 5,425
MARC	MSS	Fitness Center Dept. Supplies/Services	$ 2,000	$ 2,000
MARC	MSS	Aquatics Certification	$ 1,000	$ 1,000
MARC	MSS	Staff Apparel	$ 1,000	$ 1,000
MARC	MSS	Contract Services- Software/Service	$ 11,600	$ 11,600
MARC	MSS	Department Supplies- Bouldering Wall Programming	$ 500	$ 500
MARC	MSS	Credit Card/Merchant Services Fees	$ 125,000	$ 125,000
Manager Proposed Savings				$ (1,500)
MARC Total			**$ 364,728**	**$ 198,785**
Racquet Sports	MSS	Court Washing	$ 5,000	$ 3,000
Racquet Sports Total			**$ 5,000**	**$ 3,000**
Recreation	Personnel	PT Staff- MTB Instructor	$ 3,100	$ -
Recreation	MSS	Camp/Clinics Department Supplies-	$ 5,000	$ 5,000
Recreation	MSS	Volleyball Tournaments	$ 2,500	$ 2,500
Manager Proposed Savings				$ (1,250)
Recreation Total			**$ 10,600**	**$ 6,250**
Ice	MSS	Cleaning Contract	$ 46,700	$ 51,000
Ice	MSS	Credit Card/Merchant Services Fees	$ 7,000	$ 5,000
Ice	OTE - MSS	OTE- Ford Ranger	$ 35,760	$ -
Ice	OTE - MSS	OTE - Laptop, Monitors, Supplies for League Coordinator	$ 4,000	$ 4,000

Department	Subcategory	Request	Manager Request	Final Budget
Manager Proposed Savings				$ (24,112)
Ice Total			**$ 93,460**	**$ 35,888**

FY26 Enterprise Fund Operating Budget Requests

SLOS - Same Level of Service (aligning budget with actuals)

OTE - One Time Expense

MSS - Materials, Services, Supplies

Department	Subcategory	Request	Manager Request	Final Budget
Golf Pro Shop	MSS	Range Supplies - Balls, Mats, Pickers, Baskets	$ 8,500	$ 8,500
Golf Pro Shop	MSS	Replenish Rental Club Stock	$ 10,000	$ 10,000
Golf Pro Shop	MSS	Credit Card/Merchant Fees	$ 12,000	$ 12,000
Golf Pro Shop	MSS	GPS for Golf Carts (revenue offset from slight increase to cart fees)	$ 50,000	$ -
Golf Maint	MSS	Supplies - Tee Markers, Flags, Cups	$ 10,000	$ 10,000
Golf Maint	MSS	Cellular - Increase budget to cover actual cost of replacements	$ 1,000	$ 1,000
Golf Maint	MSS	Equipment Repair/Maint - Aging equipment is requiring more repairs	$ 10,000	$ 10,000
Manager Proposed Savings				$ (30,500)
Golf Fund Total			**$ 101,500**	**$ 21,000**
Public Utilities - Water	MSS	Equipment, Materials and Supplies - Funds to keep our system operational, long-term. Increased focus on asset management with goal of reducing water breaks and water loss.	$ 76,836	$ -
Public Utilities - Water	MSS	This is an ongoing payment for water delivery and will increase with inflation and other factors. Planned expense since 2010 and has been included in the financial model	$ 65,881	$ 65,881
Public Utilities - Water	MSS	Travel/Conference/Training & Software Licenses	$ 9,000	$ -
Public Utilities - Water	MSS	Contract Services/Consulting	$ 105,202	$ -
Public Utilities - Water	MSS	Chemicals	$ 269,000	$ 269,000
Public Utilities - Water	MSS	Credit Card Fees	$ 121,500	$ 121,500
Manager Proposed Savings				$ (612,583)
Water Fund Total			**$ 647,419**	**$ (156,202)**
Transit Operations	Personnel	Bus Porters (4) - Includes wages, taxes, benefits	$ 440,220	$ -
Transit Operations	Personnel	Bus Operators (3 FTR, 5 Seasonal) - Includes wages, taxes, benefits	$ 435,152	$ 435,152
Manager Proposed Savings				$ (900,000)
Transit Ops Total				**$ (464,848)**
Transpo Planning	Personnel	Project Delivery Specialist (Hire Fall 2025) - NEPA review, design support, handoff projects to Engineering	$ 163,000	$ -
Manager Proposed Savings				$ (85,000)
Transportation Planning Total				**$ (85,000)**
Transit Fund Total			**$ 1,038,372**	**$ (549,848)**
Parking	Personnel	PT Customer Service Analyst for Transit to Trails	$ 44,874	$ -
Manager Proposed Savings				$ (50,000)
Parking Total				**$ (50,000)**

Ordinance No. 2025-12

ORDINANCE ADOPTING A REVISED BUDGET FOR FISCAL YEAR 2025 AND A FINAL BUDGET FOR FISCAL YEAR 2026 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, the Utah State law requires that city budgets be adopted by ordinance: and;

WHEREAS, public hearings were held on June 12,2025, at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. FY 2025 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 1, 2025, and with changes as summarized in the Attachments to this ordinance, is hereby adopted as the revised Fiscal Year 2025 budget for Park City Municipal Corporation and its related agencies.

SECTION 2. FY 2026 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 1, 2025, and with changes as summarized in the Attachments to this ordinance, is hereby adopted as the budget for Fiscal Year 2026 for Park City Municipal Corporation and its related agencies.

SECTION 3. 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 Fiscal Year 2026 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 4. EFFECTIVE DATE**.** Section 1 for the Fiscal Year 2025 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2026 Budget shall take effect on July 1, 2025.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Nann Worel

Attest:

_____
Michelle Kellogg, City Recorder

APRROVED AS TO FORM:

_____
City Attorney’s Office

All Funds Combined

Revenue	Actual FY 2021	Actual FY 2022	Actual FY 2023	Actual FY 2024	Through 3/31 Actual FY 2025	Original FY 2025	Adjusted FY 2025	Original FY 2026	% Variance
RESOURCES									
Property Taxes	$28,380,276	$27,864,213	$26,358,146	$27,862,538	$26,098,182	$30,959,830	$27,751,699	$28,721,341	3.5%
Sales Tax	$33,614,011	$49,056,806	$51,529,732	$52,859,211	$28,526,403	$52,872,621	$52,872,621	$55,499,374	5.0%
Franchise Tax	$3,253,431	$3,526,041	$4,368,710	$4,096,926	$2,302,182	$4,782,816	$4,782,816	$4,236,909	-11.4%
Licenses	$1,213,639	$1,251,664	$1,422,301	$1,478,483	$1,456,492	$1,491,838	$1,491,838	$1,593,248	6.8%
Planning Building & Engineering Fees	$5,005,364	$5,683,951	$6,631,063	$6,527,305	$9,022,734	$7,740,327	$9,973,996	$9,092,476	-8.8%
Special Event Fees	$8,081	$216,481	$214,229	$245,295	$128,088	$232,607	$155,730	$291,237	87.0%
Federal Revenue	$11,071,350	$5,819,607	$18,340,954	$7,217,231	$1,393,184	$14,121,660	$20,121,660	$23,040,787	14.5%
State Revenue	$527,368	$786,591	$485,817	$678,573	$622,032	$618,052	$618,052	$708,774	14.7%
County/SP District Revenue	$1,171,385	$2,034,782	$382,160	$4,012,773	$1,251,836	$1,746,139	$1,746,139	$3,355,723	92.2%
Water Charges for Services	$22,597,344	$21,922,162	$22,538,675	$25,851,894	$25,277,367	$27,663,316	$29,780,169	$28,884,368	-3.0%
Transit Charges for Services	$2,455,909	$4,066,593	$33,379	$313,392	$300,000	$75,991	$375,991	$300,000	-20.2%
Cemetery Charges for Services	$19,787	$27,621	$25,162	$37,217	$15,904	$61,817	$61,817	$61,679	-0.2%
Recreation	$4,241,522	$4,638,424	$4,672,032	$4,974,559	$3,904,950	$4,947,929	$4,947,929	$5,871,383	18.7%
Ice	$634,725	$850,024	$945,775	$1,059,280	$877,604	$1,276,867	$1,276,867	$1,109,407	-13.1%
Other Service Revenue	$54,964	$57,542	$73,704	$78,756	$53,989	$95,595	$95,595	$138,230	44.6%
Library Fees	$13,483	$16,811	$14,615	$18,877	$14,508	$22,552	$22,552	$20,488	-9.2%
Fines & Forfeitures	$1,075,883	$2,158,774	$2,768,712	$2,901,116	$2,799,497	$3,740,162	$2,790,162	$3,082,762	10.5%
Misc. Revenues	$3,620,970	$1,106,110	$12,552,813	$13,851,111	$2,552,954	$13,467,356	$12,239,601	$11,159,853	-8.8%
Interfund Transactions (Admin)	$6,495,085	$7,284,491	$8,478,974	$9,039,648	$5,963,724	$9,189,783	$9,018,871	$9,209,711	2.1%
Interfund Transactions (CIP/Debt)	$13,194,041	$15,815,649	$15,025,910	$14,829,896	$8,971,794	$11,962,397	$11,962,397	$11,957,747	0.0%
Special Revenues & Resources	$8,106,934	$2,014,065	$1,981,567	$1,004,512	$1,301,296	$1,744,377	$1,744,377	$948,442	-45.6%
Bond Proceeds								$30,000,000	
Beginning Balance	$142,278,488	$168,838,441	$187,500,425	$230,280,047		$106,362,588	$220,561,842	$63,652,861	
TOTAL	**$289,034,038**	**$325,036,843**	**$366,344,855**	**$409,218,641**	**$122,834,720**	**$295,176,622**	**$414,392,723**	**$292,936,800**	

Expenditure Summary by Fund and Major Object (FY 2025 Adjusted Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Park City Municipal Corporation									
011 GENERAL FUND	$37,326,577	$14,444,760	$468,117	$0	$300,000	$52,539,454	$4,011,649	$13,968,513	$70,519,616
012 QUINNS RECREATION COMPLEX	$1,199,372	$432,633	$1,000	$0	$0	$1,633,005	$0	$-343,963	$1,289,042
021 POLICE SPECIAL REVENUE FUND	$0	$0	$35,773	$0	$0	$35,773	$0	$0	$35,773
022 DRUG CONFISCATIONS	$0	$0	$34,203	$0	$0	$34,203	$0	$0	$34,203
031 CAPITAL IMPROVEMENT FUND	$0	$0	$116,404,314	$0	$0	$116,404,314	$4,174,675	$2,113,891	$122,692,880
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$3,072,540	$0	$0	$3,072,540	$0	$394,718	$3,467,258
051 WATER FUND	$5,381,342	$6,926,953	$22,855,368	$9,400,688	$0	$44,564,351	$2,639,983	$1,650,755	$48,855,089
052 STORM WATER FUND	$855,316	$299,830	$3,296,253	$0	$0	$4,451,399	$195,018	$1,283,558	$5,929,975
055 GOLF COURSE FUND	$1,335,875	$680,725	$1,056,663	$0	$0	$3,073,263	$204,623	$1,422,729	$4,700,615
057 TRANSPORTATION & PARKING FUND	$13,642,170	$2,431,256	$56,505,108	$0	$0	$72,578,534	$3,693,665	$478,313	$76,750,512
058 PARKING FUND	$1,453,962	$753,800	$718,805	$0	$0	$2,926,567	$184,533	$2,252,559	$5,363,659
062 FLEET SERVICES FUND	$1,613,204	$2,399,450	$6,205	$0	$0	$4,018,859	$0	$1,154,457	$5,173,316
064 SELF INSURANCE FUND	$0	$2,694,346	$0	$0	$0	$2,694,346	$0	$2,789,994	$5,484,340
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$6,969,266	$0	$6,969,266	$0	$26,011,160	$32,980,426
071 DEBT SERVICE FUND	$0	$0	$0	$8,430,526	$0	$8,430,526	$0	$1,702,295	$10,132,821
Total Park City Municipal Corporation	**$62,807,817**	**$31,063,753**	**$204,454,350**	**$24,800,480**	**$300,000**	**$323,426,400**	**$15,104,146**	**$54,878,979**	**$393,409,525**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$787,823	$0	$0	$0	$787,823	$3,092,532	$5,852,625	$9,732,980
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$50,000	$0	$0	$0	$50,000	$0	$1,165,198	$1,215,198
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$4,361,583	$0	$0	$4,361,583	$2,784,590	$381,304	$7,527,477
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$632,787	$0	$0	$632,787	$0	$1,374,755	$2,007,542
Total Park City Redevelopment Agency	**$0**	**$837,823**	**$4,994,370**	**$0**	**$0**	**$5,832,193**	**$5,877,122**	**$8,773,882**	**$20,483,197**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$500,000	$0	$0	$500,000	$0	$0	$500,000
Total Municipal Building Authority	**$0**	**$0**	**$500,000**	**$0**	**$0**	**$500,000**	**$0**	**$0**	**$500,000**
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	**$62,807,817**	**$31,901,576**	**$209,948,720**	**$24,800,480**	**$300,000**	**$329,758,593**	**$20,981,268**	**$63,652,861**	**$414,392,722**

Expenditure Summary by Fund and Major Object (FY 2026 Budget)

Description	Personnel FY 2026	Mat, Supplies, Services FY 2026	Capital FY 2026	Debt Service FY 2026	Contingency FY 2026	Sub - Total FY 2026	Interfund Transfer FY 2026	Ending Balance FY 2026	Total FY 2026
Park City Municipal Corporation									
011 GENERAL FUND	$39,327,876	$13,804,905	$437,467	$0	$250,000	$53,820,248	$4,073,905	$13,390,192	$71,284,345
012 QUINNS RECREATION COMPLEX	$1,365,452	$503,154	$5,000	$0	$0	$1,873,606	$0	$-1,094,225	$779,381
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$0	$0
022 DRUG CONFISCATIONS	$0	$0	$0	$0	$0	$0	$0	$37,164	$37,164
031 CAPITAL IMPROVEMENT FUND	$0	$0	$47,813,802	$0	$0	$47,813,802	$4,175,025	$5,113,951	$57,102,778
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$1,979,000	$0	$0	$1,979,000	$0	$454,318	$2,433,318
051 WATER FUND	$5,185,228	$7,122,009	$5,532,356	$9,405,237	$0	$27,244,830	$2,723,253	$805,239	$30,773,322
052 STORM WATER FUND	$893,845	$300,630	$406,513	$0	$0	$1,600,988	$202,395	$1,564,398	$3,367,781
055 GOLF COURSE FUND	$1,353,392	$784,425	$866,505	$0	$0	$3,004,322	$213,098	$906,600	$4,124,020
057 TRANSPORTATION & PARKING FUND	$13,792,769	$2,375,676	$8,298,171	$0	$0	$24,466,616	$3,715,829	$17,848,351	$46,030,796
058 PARKING FUND	$1,531,343	$704,200	$187,000	$0	$0	$2,422,543	$191,831	$2,775,739	$5,390,113
062 FLEET SERVICES FUND	$1,675,152	$2,399,450	$6,205	$0	$0	$4,080,807	$0	$0	$4,080,807
064 SELF INSURANCE FUND	$0	$2,805,402	$0	$0	$0	$2,805,402	$0	$2,504,285	$5,309,687
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$6,964,616	$0	$6,964,616	$0	$27,028,687	$33,993,303
071 DEBT SERVICE FUND	$0	$0	$0	$7,162,376	$0	$7,162,376	$0	$2,995,925	$10,158,301
Total Park City Municipal Corporation	**$65,125,056**	**$30,799,852**	**$65,532,019**	**$23,532,229**	**$250,000**	**$185,239,156**	**$15,295,336**	**$74,330,624**	**$274,865,116**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$835,823	$0	$0	$0	$835,823	$3,092,532	$7,852,485	$11,780,840
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$50,000	$0	$0	$0	$50,000	$0	$1,161,253	$1,211,253
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$200,000	$0	$0	$200,000	$2,779,590	$631,246	$3,610,836
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$0	$0	$0	$0	$0	$1,468,755	$1,468,755
Total Park City Redevelopment Agency	**$0**	**$885,823**	**$200,000**	**$0**	**$0**	**$1,085,823**	**$5,872,122**	**$11,113,739**	**$18,071,684**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	**$65,125,056**	**$31,685,675**	**$65,732,019**	**$23,532,229**	**$250,000**	**$186,324,979**	**$21,167,458**	**$85,444,363**	**$292,936,800**

Change in Fund Balance

Fund	Actuals FY 2022	Actuals FY 2023	Actuals FY 2024	Ori Bud FY 2025	Adj Bud FY 2025	Var $ FY25 v FY25 Adj Bud	Var % FY25 v FY25	Budget FY 2026	Var $ FY25 v FY26 Ori Bud	Var % FY25 v FY26
Park City Municipal Corporation										
011 GENERAL FUND	$14,584,589	$15,183,108	$15,027,677	$9,736,869	$13,968,513	$4,231,644	43.5%	$13,390,192	$-578,321	-4%
012 QUINNS RECREATION COMPLEX	$0	$0	$0	$-1,346,777	$-343,963	$1,002,814	-74.5%	$-1,094,225	$-750,262	218%
021 POLICE SPECIAL REVENUE FUND	$35,773	$35,773	$35,773	$0	$0	$0		$0	$0	
022 DRUG CONFISCATIONS	$23,168	$23,168	$23,168	$11,035	$0	($11,035)	-100.0%	$37,164	$37,164	
031 CAPITAL IMPROVEMENT FUND	$82,329,107	$96,577,328	$97,878,102	$5,695,414	$2,113,891	($3,581,523)	-62.9%	$5,113,951	$3,000,060	142%
038 EQUIPMENT REPLACEMENT CIP	$2,419,955	$2,427,949	$1,431,658	$131,962	$394,718	$262,756	199.1%	$454,318	$59,600	15%
051 WATER FUND	$10,575,595	$28,146,222	$17,488,143	$319,407	$1,650,755	$1,331,348	416.8%	$805,239	$-845,516	-51%
052 STORM WATER FUND	$3,106,148	$2,942,190	$3,605,317	$1,177,581	$1,283,558	$105,977	9.0%	$1,564,398	$280,840	22%
055 GOLF COURSE FUND	$2,807,041	$2,122,432	$2,434,996	$1,036,586	$1,422,729	$386,143	37.3%	$906,600	$-516,129	-36%
057 TRANSPORTATION & PARKING FUND	$33,005,887	$39,409,102	$36,074,923	$6,861,302	$478,313	($6,382,989)	-93.0%	$17,848,351	$17,370,038	3,632%
058 PARKING FUND	$887,427	$1,879,829	$2,569,389	$3,044,300	$2,252,559	($791,741)	-26.0%	$2,775,739	$523,180	23%
062 FLEET SERVICES FUND	$1,900,204	$1,101,087	$1,272,372	$289,585	$1,154,457	$864,872	298.7%	$0	$-1,154,457	-100%
064 SELF INSURANCE FUND	$1,297,178	$2,397,165	$3,039,597	$2,099,534	$2,789,994	$690,460	32.9%	$2,504,285	$-285,709	-10%
070 SALES TAX REV BOND - DEBT SVS FUND	$26,404,276	$26,426,750	$24,736,751	$24,482,916	$26,011,160	$1,528,244	6.2%	$27,028,687	$1,017,527	4%
071 DEBT SERVICE FUND	$1,645,801	$1,648,133	$1,673,648	$4,879,411	$1,702,295	($3,177,116)	-65.1%	$2,995,925	$1,293,630	76%
Total Park City Municipal Corporation	**$159,870,959**	**$220,320,236**	**$207,291,514**	**$58,419,125**	**$54,878,979**	**($3,540,146)**	**-6.1%**	**$74,330,624**	**$19,451,645**	**3,930%**
Park City Redevelopment Agency										
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$1,262,193	$2,654,316	$4,430,146	$4,713,154	$5,852,625	$1,139,471	24.2%	$7,852,485	$1,999,860	34%
024 MAIN STREET RDA SPECIAL REVENUE FUND	$1,460,076	$1,138,237	$1,159,879	$338,875	$1,165,198	$826,323	243.8%	$1,161,253	$-3,945	0%
033 REDEVELOPMENT AGENCY-LOWER PRK	$3,281,547	$3,649,297	$4,297,945	$3,011,956	$381,304	($2,630,652)	-87.3%	$631,246	$249,942	66%
034 REDEVELOPMENT AGENCY-MAIN ST	$1,594,504	$2,047,102	$1,913,542	$1,733,789	$1,374,755	($359,034)	-20.7%	$1,468,755	$94,000	7%
Total Park City Redevelopment Agency	**$7,598,320**	**$9,488,952**	**$11,801,512**	**$9,797,774**	**$8,773,882**	**($1,023,892)**	**-10.5%**	**$11,113,739**	**$2,339,857**	**106%**
Municipal Building Authority										
035 BUILDING AUTHORITY	$453,416	$470,859	$494,222	$1,180,859	$0	($1,180,859)	-100%	$0	$0	
Total Municipal Building Authority	**$453,416**	**$470,859**	**$494,222**	**$1,180,859**	**$0**	**($1,180,859)**	**-100%**	**$0**	**$0**	

Resolution No. RDA 02-2025

A RESOLUTION ADOPTING THE FISCAL YEAR 2025 REVISED BUDGET AND THE FISCAL YEAR 2026 BUDGET FOR PARK CITY REDEVELOPMENT AGENCY

WHEREAS, Utah State law requires that city budgets be adopted; and

WHEREAS, a public hearing was held on May 1 and June 12, 2025, at the City Council's regularly scheduled meetings and a public hearing was held during the Redevelopment Agency's special meeting on June 12, 2025, complying with State law;

NOW, THEREFORE BE IT RESOLVED by the Redevelopment Agency of Park City, Utah that:

SECTION 1. FY 2025 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 1, 2025, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2025 Redevelopment Agency Revised Budget for Park City, Utah.

SECTION 2. FY 2026 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 1, 2025, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2026 Redevelopment Agency Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the Fiscal Year 2025 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2026 Budget shall take effect on July 1, 2025.

PASSED AND ADOPTED the 12th day of June, 2025.

PARK CITY REDEVELOPMENT AGENCY

_____
Chairperson Nann Worel

Attest:

_____
Michelle Kellogg, Secretary

Approved as to form:

_____
City Attorney's Office

Exhibit A – Park City Redevelopment Agency Expenditure Summaries

Expenditure Summary by Fund and Major Object (FY 2025 Adjusted Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$787,823	$0	$0	$0	$787,823	$3,092,532	$5,852,625	$9,732,980
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$50,000	$0	$0	$0	$50,000	$0	$1,165,198	$1,215,198
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$4,361,583	$0	$0	$4,361,583	$2,784,590	$381,304	$7,527,477
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$632,787	$0	$0	$632,787	$0	$1,374,755	$2,007,542
Total Park City Redevelopment Agency	**$0**	**$837,823**	**$4,994,370**	**$0**	**$0**	**$5,832,193**	**$5,877,122**	**$8,773,882**	**$20,483,197**

Expenditure Summary by Fund and Major Object (FY 2026 Budget)

Description	Personnel FY 2026	Mat, Supplies, Services FY 2026	Capital FY 2026	Debt Service FY 2026	Contingency FY 2026	Sub - Total FY 2026	Interfund Transfer FY 2026	Ending Balance FY 2026	Total FY 2026
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$835,823	$0	$0	$0	$835,823	$3,092,532	$7,852,485	$11,780,840
024 MAIN STREET RDA SPECIAL REVENUE FUND	$0	$50,000	$0	$0	$0	$50,000	$0	$1,161,253	$1,211,253
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$0	$200,000	$0	$0	$200,000	$2,779,590	$631,246	$3,610,836
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$0	$0	$0	$0	$0	$0	$1,468,755	$1,468,755
Total Park City Redevelopment Agency	**$0**	**$885,823**	**$200,000**	**$0**	**$0**	**$1,085,823**	**$5,872,122**	**$11,113,739**	**$18,071,684**

Resolution No. MBA 01-2025

A RESOLUTION ADOPTING THE PARK CITY MUNICIPAL BUILDING AUTHORITY REVISED BUDGET FOR FISCAL YEAR 2025 AND THE BUDGET FOR FISCAL YEAR 2026

WHEREAS, Utah State law requires that city budgets be adopted; and

WHEREAS, a public hearing was held on May 1 and June 12, 2025, at the City Council's regularly scheduled meetings, and a public hearing was held during the Municipal Building Authority's special meeting on June 12, 2025, complying with State law;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Building Authority of Park City, Utah that:

SECTION 1. FY 2025 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 1, 2025, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2025 Municipal Building Authority Revised Budget for Park City, Utah.

SECTION 2. FY 2026 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 1, 2025, and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2026 Municipal Building Authority Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the Fiscal Year 2025 Revised Budget shall take effect upon publication and Section 2 for the Fiscal Year 2026 Budget shall take effect on July 1, 2025.

PASSED AND ADOPTED this 12th day of June, 2025.

PARK CITY MUNICIPAL BUILDING AUTHORITY

_____
Chairperson Nann Worel

Attest:

_____
Michelle Kellogg, Secretary

Approved as to form:

_____
City Attorney's Office

Exhibit A – Park City Municipal Building Authority Expenditure Summaries

Expenditure Summary by Fund and Major Object (FY 2025 Adjusted Budget)

Description	Personnel FY 2025	Mat, Supplies, Services FY 2025	Capital FY 2025	Debt Service FY 2025	Contingency FY 2025	Sub - Total FY 2025	Interfund Transfer FY 2025	Ending Balance FY 2025	Total FY 2025
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$500,000	$0	$0	$500,000	$0	$0	$500,000
Total Municipal Building Authority	**$0**	**$0**	**$500,000**	**$0**	**$0**	**$500,000**	**$0**	**$0**	**$500,000**

Expenditure Summary by Fund and Major Object (FY 2026 Budget)

Description	Personnel FY 2026	Mat, Supplies, Services FY 2026	Capital FY 2026	Debt Service FY 2026	Contingency FY 2026	Sub - Total FY 2026	Interfund Transfer FY 2026	Ending Balance FY 2026	Total FY 2026
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**