



**PARK CITY COUNCIL MEETING MINUTES  
445 MARSAC AVENUE  
PARK CITY, UT 84060  
SUMMIT COUNTY, UTAH**

**January 19, 2016**

The Council of Park City, Summit County, Utah, met in open meeting on January 19, 2016, at 9:00 a.m. in the City Council Chambers.

**SPECIAL MEETING**

**I. Roll Call**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Polly Samuels McLean	Deputy City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

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

Mayor Thomas asked for comments from the audience on items not listed on the agenda. No comments were given.

**III. New Business**

**1. Consideration to Hold a Special Meeting on January 21, 2016 to Consider Late Type 2 CSL Applications:**

Rebecca Gillis, Finance, stated there were some late applications and therefore, she requested that the Council hold another special meeting. It was decided to hold the meeting Thursday, January 21, at 9:00 a.m.

Sarah Pearce, Sundance Institute, thanked the Council and staff for such great support in ensuring the Sundance Festival would be a great event. She discussed the process for getting vendors approved and making sure the locations would be safe and authorized. She knew the late applications put a strain on City staff, but asserted the sponsors were vital to the festival, and Sundance worked with them to make sure they complied with code. She indicated the applicants on the list to be approved today would contribute nothing to the festival. She looked forward to continuing this conversation after the festival.

Mike Sweeney stated he worked with the Sundance staff with regard to the merchants who allowed their spaces to be rented out, and he hoped this would be a successful event.

Foster stated there were two issues which concerned staff. In November and December staff took great effort to notify vendors, and extending the deadlines and holding special meetings to approve the late licenses nullified the deadlines. Mayor Thomas stated extending the deadline to the opening day of Sundance could affect the process of guaranteeing safety and he would not recommend that Council move forward with the additional special meeting. Council Member Matsumoto stated she understood the concerns, but so many people couldn't get the Sundance rentals committed until after January. She stated she was sympathetic to the business owners that relied on that income.

Gillis stated that there were five applications that were received Friday and one over the weekend. They were existing addresses that needed additional licenses. Kurt Simister, Fire Marshal, stated last year the City had 75 locations and this year there were 85 locations. Thirty of those sites did not have the complete information. He thought the City should be firm on deadlines with complete information or this problem would continue. There was further discussion on the CSL licensing process.

Council Member Gerber asked if an inspection was required for each event held at one location. Simister affirmed that those inspections were required. Council Member Worel asked if there was time for the inspections if the applicants were approved on Thursday, since that was the first day of Sundance. Simister stated the inspections would be scheduled, but his concern was the extra work that would be put on staff.

Council Member Gerber wondered if these licenses encouraged high rents on Main Street and hoped the City wasn't encouraging these rentals. She acknowledged that the rentals were good for the businesses, but wondered about the burden these late applicants put on staff. Simister stated there was a point where the City's capability was overwhelmed and people's lives would be at risk when this process was not done right. Mayor Thomas stated he knew these last minute approvals were chaotic for staff, and felt the City should hold firm to the deadlines. He asserted the Council needed to be proactive instead of reactive.

It was asked what the late fee was, to which the response was that there was a \$76 late fee. Council Member Matsumoto suggested raising fees because this amount was inconsequential. Council Member Gerber thought the increased fees would not be a problem for vendors, but they would respond to hard deadlines. She was willing to approve a special meeting this Thursday, but in the future she hoped to be firm on the deadlines. Council Member Henney stated last year the Council had the same discussion on having the hard deadline, to which he agreed, but he also wanted businesses to be able to make rent. Council Member Worel agreed. Council Member Beerman stated if there was an approved venue that just wanted to make tweaks, an exception should be made. Council Member Matsumoto agreed that some processes were too cumbersome, and there were things that could be improved upon for next year. Polly Samuels McLean, Deputy City Attorney, stated the state did not allow a hard deadline because an application had to be linked to how fast staff could process the application.

Council Member Henney stated Simister had the ability to shut down a venue for safety reasons at any time during the event, so that allowed him to support these applications for modifications. Council Member Gerber asked if staff would be overwhelmed if these were approved. Michelle Downard, Building, stated that staff had the authority to shut down venues, but if these applications were approved, staff felt obligated to approve them and make it happen at the expense of staff. Council Member Henney indicated the process needed to be evaluated to be fully supportive of staff. Mayor Thomas indicated he was uncomfortable shifting the burden to staff.

Council Member Matsumoto moved to approve holding a Special Meeting on January 21, 2016 to consider late Type 2 Convention Sales Licenses applications. Council Member Henney seconded the motion.

<b>RESULT:</b>	<b>APPROVED</b>
<b>AYES:</b>	Council Members Beerman, Gerber, Henney, and Matsumoto
<b>NAY:</b>	Council Member Worel

**IV. Consent**

**1. Request to Approve Late Type 2 Convention Sales Licenses:**

Council Member Matsumoto moved to approve late Type 2 Convention Sales Licenses. Council Member Beerman seconded the motion.

<b>RESULT:</b>	<b>APPROVED</b>
<b>AYES:</b>	Council Members Beerman, Gerber, Henney, Matsumoto and Worel

**V. Adjournment**

With no further business, the meeting was adjourned.

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Michelle Kellogg, Park City Recorder

APPROVED 02-11-2016