

Council Strategic Goal: Inclusive & Healthy Community

Action Step	Dept.	Deliverable/ Description	Status	Deadline	Priority	Responsible Party	Comments/ Update	
CRITICAL PRIORITY: HOUSING								
<i>Middle-Income, Attainable, and Affordable Housing</i>								
Goal: Housing								
<i>Facilitate a range of affordable, quality housing opportunities that meet the life-cycle needs of persons at all economic levels</i>								
0465 Complete revisions to Deed Restriction template and Housing Resolution	COMM DEVELOP ADMIN	Complete revisions to Deed Restriction template and Housing Resolution by October	Complete	3	12/31/2017	Critical	Rhoda Stauffer	Deed Restriction Template completed in January of 2015. Timeline for Resolution revisions amended to allow for hiring a consultant to conduct a thorough analysis and recommend complete overall of the current Housing Resolution as well as potential LMC changes and new housing policy. Presentation to CC scheduled for April of 2016.
0812 Complete Surveys of major Employers to supplement market assessment	COMM DEVELOP ADMIN	Utilize results to supplement Market Needs Assessment to complete a "target household" profile	Complete	3	6/30/2017	Critical	Rhoda Stauffer	
0813 Complete Housing Plan Update	COMM DEVELOP ADMIN	Complete Housing Plan Update - Include implementation plan, project prioritization, and strategy	On Track	2	12/31/2017	Critical	Jason Glidden	
0814 Income qualification strategy	COMM DEVELOP ADMIN	New selection and deed restriction criteria for future rental and sales of affordable units to ensure long term affordability and in support of Park City's workforce. 7-31-17 UPDATE: Deed restriction new language will address this item.	Complete	3	12/31/2017	Critical	Rhoda Stauffer	
1035 Update Deed Restrictions	COMM DEVELOP ADMIN	re-do outdated deed restrictions as properties become available	On Track	2	6/30/2018	Critical	Jason Glidden, Rhoda Stauffer	

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1036 Update Employee Generation Rates	COMM DEVELOP ADMIN	Procure consultant services to make recommendations to update employee generation rates in Affordable Housing Resolution	On Track	2	12/31/2017	Critical	Jason Glidden, Rhoda Stauffer	
1037 Housing Lottery	COMM DEVELOP ADMIN	Develop written process for Housing Lottery as well as update application qualifications	On Track	2	12/31/2017	Critical	Jason Glidden, Rhoda Stauffer	
0448 City Housing Plan Implementation	COMM DEVELOP ADMIN	Implementing the goals of the city housing plan including developing funding options to foster homeownership opportunities in Park City. 7-31-17 UPDATE: City Council has set a goal of 800 housing units by the year 2026 and interim goal of 220 by 2020.	On Track	2	10/31/2014	Critical	Rhoda Stauffer (Affordable Housing)	Deed Restriction template completed in January 2015. Resolution revisions still in process - reviewing additional research and studies by outside experts to present to Council in Spring of 2015. Mortgage program tool still in consideration as part of new program. Council Priority: Affordable, attainable, middle-income housing
0815 Analysis of City Housing Project Priorities	COMM DEVELOP ADMIN	Discussion with Council on City Housing priorities including development of city owned land and public/private development opportunities 7-31-17 UPDATE: Ongoing conversations with City Council.	On Track	2	12/31/2017	Critical	Rhoda Stauffer	
1040 Housing Development/ Compliance Tracking Report	COMM DEVELOP ADMIN	Create a housing development and compliance tracking report	On Track	2	11/1/2017	Critical	Jason Glidden, Rhoda Stauffer	
1041 City Council updates on housing	COMM DEVELOP ADMIN	Update City Council monthly on progress made on housing plan including development and compliance achievements and challenges	On Track	2	6/30/2017	Critical	Jason Glidden, Rhoda Stauffer	

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0819 Amend Housing Resolution	COMM DEVELOP ADMIN	Housing Resolution updated to match current issues and conditions.	Complete	3	3/31/2017	Critical	Rhoda Stauffer	
0820 Code Updates in Support of Affordable Housing Development	COMM DEVELOP ADMIN	Adoption of code changes by planning commission and City Council	On Track	2	6/20/2018	Critical	Jason Glidden, Bruce Erickson	
0821 Institute Fee Waivers for affordable housing projects	COMM DEVELOP ADMIN	Fee Waivers approved	Complete	3	5/1/2017	Critical	Rhoda Stauffer	
1046 Adequate progress of affordable housing development goal	COMM DEVELOP ADMIN	Parking-clarify the policy and codes; implement, track, and report progress monthly	On Track	2	12/31/2017	Top	Bruce, Jason	

TOP PRIORITY: LOWER PARK AVE. REDEVELOPMENT PLAN

Finance projects focused on housing and community gathering places

Goal: RDA

Create a Distinctive Sense of Place through Strategic Development

0004 Lower Park Redevelopment	PLANNING	Woodside Park plan completed. Remainder MPD in process	On Track	2	11/30/2017	Critical	Bruce Erickson (Planning Director)	In process w/housing and sustainability
0816 Development of 1450-1460 Park Avenue	COMM DEVELOP ADMIN	Complete the development of eight new homes at 1450-1460 Park Avenue 7-31-17 UPDATE: Scheduled to be completed in Fall of 2017	Delayed	1	12/15/2017	Critical	Rhoda Stauffer	

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0817 Break Ground on Woodside Park Phase 1 Units	COMM DEVELOP ADMIN	Break ground for 13 units at the old Fire Station	Delayed	1	10/1/2017	Critical	Jason Glidden	
0818 Complete design RFP for Woodside Park Phase 2 and 1875 Homestake Units	COMM DEVELOP ADMIN	Complete the design for higher density units at Woodside Park and Homestake; complete RFP process to identify a partner to complete the development of up to 52 units	On Track	2	10/1/2017	Critical	Jason Glidden	
0873 Woodside/Empire Housing	COMM DEVELOP ADMIN	Replace existing senior building	On Track	2	6/1/2019	Critical	Jon	
0874 Community Center	ECONOMY	Complete schematic design	On Track	2	2/1/2019	Critical	Jon Weidenhammer, Matt Twombly	
1038 Sale of 1450-1460 Park Avenue/Central Park Condos	COMM DEVELOP ADMIN	Sell 1450-1460 Park Ave and Central Park Condos units	Delayed	1	12/31/2017	Critical	Rhoda Stauffer	
0938 Affordable Housing Park Avenue	FINANCE	Park Avenue - Completion and sale of housing units	On Track	2	6/30/2018	Critical	Lori/Rebecca	
0939 Affordable Housing Central Park Condos	FINANCE	Central Park Condos - Completion and sale of housing units	On Track	2	6/30/2018	Critical	Lori/Rebecca	
0595 Community Center- Level of Service/Funding	PC MARC	Determination of level of service (LOS)/funding	On Track	2	1/1/2018	High	Ken Fisher. Jon Weidenhammer, Matt Twombly	

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TOP PRIORITY: HISTORIC PRESERVATION								
<i>The Historic District is Home. It embodies the best of the small town character and setting of Park City.</i>								
Goal: Historic Preservation								
<i>Protect and defend the Historic Districts through education, guidelines, and regulations</i>								
0844 Update site inventories and increase awareness that history has a "time factor"	PLANNING	Mailer to Citizens	On Track	2	12/1/2017	Critical	Bruce Erickson (Planning Director)	In final review for going to print
0845 Complete a brand outreach program and update public information for new and old residents	PLANNING	Media and new identity signs for H neighborhoods.	On Track	2	12/1/2017	Critical	Bruce Erickson (Planning Director)	In final review for going to print
0435 Historic Archaeological Research and Analysis	PLANNING	Report to understand the deteriorating structures on the City's Mining Sites located on ski resort properties and other	Complete	3	7/23/2016	Critical	Bruce Erickson (Planning Director)	Mine site inventories have been received from Flagstaff and Park City Resort. We vetted the inventories for completeness and prepared a preservation plan.
0846 LMC changes to support the historic brand and neighborhoods	PLANNING	Updated guidelines.	Complete	3	10/1/2017	Critical	Bruce Erickson (Planning Director)	Still need to add roofs
0471 Barn(s) Assessment	PLANNING	Spriggs Barn needs additional structural assessment	Complete	3	3/31/2018	Top	Bruce Erickson (Planning Director), Denise Carey and Anya Grahn Historic Preservation Team Leader	Preservation plan complete and structural upgrades are complete.
0848 Complete update of H Grant program	PLANNING	New guidelines for Historic District Grants	On Track	2	11/1/2017	High	Bruce Erickson (Planning Director)	At City Council 11/16/2017

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0008 Annual Historic Award	PLANNING	Historic Preservation Board to designate an awardee, commission an artist to illustrate the awardee, and present the award at a function	On Track	2	5/31/2018	High	Bruce Erickson (Planning Director)	At NPB 11/1/17 for 2018 selection.
TOP PRIORITY: SOCIAL EQUITY								
<i>Create a bridge between the City and our multi-cultural community by connecting resources to inform, educate, and boost participation in activities, events, and public processes throughout the diverse community</i>								
Goal: Connect Community								
<i>Engage, empower, and foster diverse experiences</i>								
0902 Provide transportation to Latino families for BSC camps	ICE FACILITY	Apply for Solomon Fund Grant	On Track	2	2/15/2018	Critical	Matt Genther & Amanda Angevine	Met with Sarah from Solomon grant. Applying for grant to help remove barriers for Latino community. Will be working on transportation for upcoming Basic Skating programs.
0588 Strategic Plan Development	LIBRARY	Strategic Plan	Complete	3	12/31/2016	Top	Library Leadership Team	The Library Leadership Team worked with the Budget Department to develop a new strategic plan.
0573 Increase Latino Services - Phase II	LIBRARY	Explore and implement programs, services, and promotions to increase Latino involvement at the library. Phase II includes Pablo Abarca working with the Latino Advocacy Coalition and others to create responsive services.	Complete	3	7/1/2017	Top	Library Board Phase II Priority. Adriane Herrick Juarez-Director, Katrina Kmak - Youth & Spanish Services Librarian, Pablo Abarca - Youth & Spanish Services LA.	Programs and services were implemented and a Library Assistant was hired to help patrons in Spanish. Spanish collections were expanded, Spanish Computer Trainings were implemented, Spanish Family Storytimes were started, Bi-Lingual Storytime started Summer 2017. The Library Partnered with the Christian Center of Park City on a Latino Art Festival, and featured Ruby Chacon's art exhibit. A seasonal brochure was produced in Spanish, which is ongoing. In April 2017, an ePostcard was produced in both English and Spanish. A tearaway flyer was produced in Spanish. And the Library worked with the Bright Futures group on after hours programming, and holding their events. Katrina attended the Guadalajara International Book Festival to acquire Spanish materials for the library.

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0990 Develop Latino Services - Phase III	LIBRARY	Explore and implement programs, services, and promotions to increase Latino involvement at the library. Phase III includes Katrina Kmak working with the Promise Park City Coalition and others to create responsive services.	On Track	2	7/1/2018	Top	Katrina Kmak - Youth & Spanish Services Librarian	Dia De Los Muertos Program; St. Mary's Outreach; Holy Cross Ministries Storytimes
0995 Assist the Park City Christian Center with Community Gatherings	LIBRARY	Work with PCCC to hold their regular gatherings and special large events at the library.	On Track	2	7/1/2019	Top	Becca Lael - Community Engagement Librarian	Helping them with Winter Coat Drive on October 23rd
0663 Assist the Park City Christian Center	LIBRARY	Work with PCCC to hold their regular gatherings at the library during their renovation.	Complete	3	10/31/2017	High	Becca Lael - Community Engagement Librarian	Tuesday Nite Dinners took place at the Library. Latino Arts Festival held in June 2017.
Goal: Inclusiveness								
<i>Maintain a commitment to seek out the venues and avenues of communication that members of our community engage in</i>								
0071 Minority Outreach Programming	ICE	Work with the PC School District to identify and invite multicultural youth who want to learn to skate and/or play ice hockey.	Complete	3	1/8/2018	Top	Matt Genther & Mike Diersen	Update: Met with Sarah from Solomon grant. Applying for grant to help remove barriers for Latino community. Will be working on transportation for upcoming Basic Skating programs. Attended Outreach event at St. Mary's Church in September and had 32 youth register for Fall programs with our Fee Reduction program, 8 of which signed up for 2 classes.
0753 Identify issues that affect Latino community	COMM ENGAGE	Develop engagement plan to address needs	Complete	3	1/30/2017	Top	Lynn	

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0682 Citizen Academy for Spanish speakers	POLICE	Develop a version of the Citizen Academy for Spanish speakers.	On Track	2	7/1/2018	Top	Officer Franco Libertini	July 2017 update: waiting for Officer Libertini to complete probation this month before assigning him anymore additional duties.
0105 Increase social media presence for Spanish-speaking public	POLICE	1) Report to Chief of Police on new social media developments that could be used by department. 2) Use crime mapping internally to help project crime trends.	On Track	2	7/1/2018	High	Phil Kirk	July 2017 update: Captain Kirk is working with Officer Franco Libertini to provide regular postings for Spanish speakers on our social media sites.
0685 Coordinating with Local Latino Organizations	POLICE	community outreach to the Spanish speaking residents.	On Track	2	7/1/2018	High	Officer Franco Libertini	July 2017 update: Officer Franco Libertini is making excellent strides with community outreach to the Spanish speaking residents and has received several commendations for his efforts.
0736 Add Spanish to traveler information services	TRANSP OPER	Comprehensive bilingual communications	On Track	2	12/1/2018	High	Jose Melindez, Darren Davis, Elizabeth Quinn-Fregulia	Lynn Ware-Peek and EQF met with Jose on 8/29 to discuss a broader Latino outreach program

TOP PRIORITY: ARTS & CULTURE

Strengthen, unify, and connect artistic and cultural expression as the City grows into an arts & culture hub

Goal: Special Events

Facilitate cultural, arts, and entertainment experiences that are inclusive and meaningful

0879 Event Environmental Sustainability Report Card	ECONOMY	Create report card	Complete	3	4/1/2017	Critical	Jenny	
0881 Amendments to Film Code	ECONOMY	Draft and approve amendments to film code	Complete	3	8/17/2017	Top	Tommy	

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0545 Special Events Municipal Code	ECONOMY	Rewrite special event code section	Complete	3	8/1/2016	Top	Jenny and Jason	
0867 Triple Crown Contract	ECONOMY	Sign contract between City and event organizer	Complete	3	10/1/2017	High	Jenny	
0868 Silly Market Contract	ECONOMY	Sign contract between City and event organizer	Complete	3	10/1/2017	High	Jenny	
0869 4th of July RFP	ECONOMY	Secure service agreement with event organizer for 4th of July	Complete	3	3/1/2017	High	Jenny	
0870 Online Permitting Software	COMM DEVELOP ADMIN	Create event module compatible with permitting software	Delayed	1	7/1/2017	High	Anne, Tommy, Jenny	waiting for next phase
0866 Arts Festival Contract	ECONOMY	Sign contract between City and event organizer	Complete	3	12/31/2016	High	Jason	
0878 Special Event Community Survey	ECONOMY	Secure funding and create RFP for community survey	On Track	2	6/30/2018	High	Jenny	SEAC study session this fall
0880 Fee Reduction Policy	ECONOMY	Update and refine current policy	Complete	3	3/1/2017	High	Jenny	
0882 SEAC Policies	ECONOMY	Create and adopt SEAC policies	Complete	3	8/17/2017	High	Jenny	

Goal: Public Art

Enrich and connect the community through visual arts in public spaces

1088 Art Submissions Annual Review	LIBRARY	Review a call for submissions of art once a year by a committee, which includes a Public Art Advisory Board member	On Track	2	5/1/2018	Critical	Becca Lael, Kate Mapp	In March, applications will be open. In April, committee will review applications and select the show.
0862 Utility Box	ECONOMY	Install art on utility boxes	On Track	2	10/31/2017	Top	Jenny, Celia	
0863 MARC Artwork	ECONOMY	Create artwork interior of the MARC	Complete	3	8/31/2017	Top	Jenny	

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0861 Strategic and Project Plan for PAAB	ECONOMY	Update Strategic and Project Plan for PAAB	Complete	3	9/14/2017	High	Jenny, Minda	
0864 Brew Pub Artwork	ECONOMY	Create Brew Pub art masterpiece	On Track	2	6/1/2019	High	Jenny, Minda	
1013 Maintenance and Inventory	ECONOMY	Develop a Maintenance Policy and updated inventory of public art	On Track	2	6/1/2018	High	Jenny, Minda	
1014 China Bridge Murals	ECONOMY	Complete the murals	On Track	2	3/1/2018	High	Jenny, Minda, Kenzie	
1015 Piano Donation and Maintenance	ECONOMY	Update the pianos	On Track	2	9/30/2017	High	Jenny, Minda	
1016 Restaurant Tax Grant Programming	ECONOMY	Complete the program	On Track	2	6/30/2018	High	Jenny, Minda	
0658 Art Rail & Art Submissions	LIBRARY	Create procedure and outline to call for submissions of in-state art once a year by a committee, which includes a Public Art Advisory Board member. Complete a call for submissions.	Complete	3	7/1/2018	High	Becca Lael & Kate Mapp	Art rail was used to feature art with shows received from the Utah Department of Heritage and Arts. "Early Utah Masterpieces" were featured in a Park Record article. A 'call for entries' went out for artists to submit portfolios for exhibit consideration. Latina 'guest artist' Ruby Chacon exhibited in Spring/Early-Summer 2017. Policies were completed.
Goal: Economy								
<i>Diversify and enhance economy and improve the local and guest experience</i>								
1032 Support Arts & Culture District	COMM DEVELOP ADMIN	-RFP management and MPD application oversight -Purchase land by Jan 2018 -Break ground spring of 2019 -Issue RFP architecture design Oct 2017 -Submit MPD application spring/summer 2018	On Track	2	1/1/2018	Critical	Nate (lead), Anne	

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0937 Arts & Culture	FINANCE	Accounting for all fixed assets, transfer of fixed assets, sale, and public-private partnership	On Track	2	6/30/2022	Critical	Lori/Rebecca	
Desired Outcome: Safe Community								
Goal: Safety & Health								
<i>Provide the best health and safety for the public through effective interpretation and implementation of codes, policies and rules</i>								
0807 Implementation of Wildland urban interface code mitigation	BUILDING	The adoption of a wildland urban interface ordinance and implementing the agreement with the state of Utah.	On Track	2	1/1/2018	Critical	Kurt Simister/Dave Thacker	Staff will report to Council in Q3 of 2017
Goal: Crime Prevention, Detection and Reduction								
<i>Reduce the opportunities for the commission of crimes through preventive patrol and by engaging employees, residents and business partners in other preventative measures, such as Neighborhood Watch</i>								
1017 Proactive enforcement with building inspectors	POLICE	updating an enforceable noise and occupancy ordinance; eliminating complaints and education complainants	On Track	2	6/30/2018	Top	Phil Kirk, Swing Shift Sergeants	July 2017 update: We were successful in having our sergeants work closely with code enforcement and Fire Marshals
Goal: Protect								
<i>Protection of Life and Property through police and community joint efforts</i>								
1018 Hire and train a new victim advocate coordinator	POLICE	Have a trained victim advocate coordinator in place	On Track	2	12/31/2017	Top	Malena Stevens	
0676 School District Training	POLICE	Train School Employees how to use kits.	On Track	2	2/28/2018	High	Wade Carpenter	July 2017 update: This training is still in the approval process with Superintendent Conley. It is our intent to work with PCFD and PCSD to provide training to teacher volunteers to utilize our mass-causality medical kits. These kits have already been donated and we have an agreement with PCSD to purchase the lockers to secure these kits.

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Desired Outcome: Walkable & Bikeable Community								
Goal: Walkability								
<i>Develop and Maintain a Walkable/Bikeable Community</i>								
0224 SR 224 Corridor Plan Implementation: Project co-op agreement with UDOT on SR-224 Lame Dog-Homestake Signal and Intersection Improvements	TRANSP OPER	Project co-op agreement with UDOT on SR-224 Lame Dog-Homestake signal and intersection improvements	Delayed	1	6/1/2016	Critical	Brooks Robinson (Transit-Transportation Manager)	Delayed due to staff changes at UDOT and City. Draft of Amended Corridor Preservation Agreement in Process as is UDOT/City Cooperative Agreement for next phases of Project (PE, ROW, DES, CON). Transportation Planning staff working with Budget staff to program CIP funding for FY 2016/17. Council Priority: Accelerated Transportation Master Plan Implementation
0824 Bonanza Park Transit Center Park 'n' Ride	TRANSP PLAN	Acquire and construct land to construct Bonanza Park Transit Center Park 'n' Ride	On Track	2	10/1/2019	Critical	Alfred Knotts, Nate Rockwood & Jon Weidenhamer	Bonanza Park land acquired
0537 Dans-Jans Phase IIa	ECONOMY	Park Ave (east side) Jans to Iron Horse	Complete	3	9/30/2016	Top	Heinrich	
0538 Dans-Jans Phase IIb	TRANSP PLAN	Park Ave (east side) Iron Horse to 224	On Track	2	10/1/2018	Top	Julia	
0539 Dans-Jans Phase III	TRANSP PLAN	Ped underpass	On Track	2	10/1/2018	Top	Julia	
0825 Complete Streets Ordinance/Policy	TRANSP PLAN	Develop and adopt Complete Streets Ordinance/Policy	On Track	2	12/1/2017	High	Alfred Knotts, Troy Dayley, Roger McClain, Matt Cassel, Julia Collins, Blake Fonesbeck	

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Desired Outcome: Distinctive Sense of Place							
Goal: Placemaking							
<i>Placemaking through development and maintenance of infrastructure</i>							
0854 Brew Pub Plaza	ECONOMY	Complete Brew Pub Plaza	On Track	2	6/1/2019	Critical	Jon & Matt
0859 Formalizing best practices of CIP process	ECONOMY	Create CIP best practices	Complete	3	3/1/2017	Critical	Matt
0176 Sidewalk Reconstruction & Streetscape	ECONOMY	4th Street to TMI	Complete	3	10/15/2017	Top	Matt Twombly (Sr. Project Manager) Ongoing. Claimjumper to Heber ave on West side and 5th street to Heber, and 300 block west side to be done summer 2014
0180 Coalition Plaza/trailhead	ECONOMY	Determine project scope	Delayed	1	3/30/2018	Top	Matt Twombly (Sr. Project Manager) Waiting on Brew Pub decision & CIP priorities
0181 Miners Plaza	ECONOMY	Deferred until completion of Brew Pub	Delayed	1	7/1/2018	Top	Matt Twombly (Sr. Project Manager) Deferred until completion of Brew Pub
0535 City Hall Plaza	ECONOMY		Complete	3		Top	Matt, Jon
0855 McPolin Barn	ECONOMY	Complete McPolin Barn Structural Upgrade Project	Complete	3	2/1/2017	Top	Matt