PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
May 21, 2026

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/82701218154

CLOSED SESSION - 4:30 p.m.

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

REGULAR MEETING - 5:30 p.m.

I. ROLL CALL

II. APPOINTMENTS

1. Appointment of Aaron Williams and Matthew Matsuura to 3-Year Terms on the Police Complaint Review Committee Beginning July 1, 2026
   (A) Action

2. Re-Appointment of Jennifer Franklin and Appointment of Beth Armstrong to the Board of Adjustment for 5-Year Terms through 2031, and Appointment of Rick Smith to Fill the Vacant Alternate Position through June, 2027
   (A) Action

COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. February 2026 Sales Tax Report

2. Longer-Term Leases in Employee Housing

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

IV. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Task Order with B. Hansen Construction, Inc., in a Form Approved by the City Attorney's Office, Not to Exceed $165,858.00 for the Construction of Purple Route Eastbound Empire Shelter and Parking Signage Improvements Project

2. Request to Authorize the Police Department to (1) Trade Eligible Confiscated or Unclaimed Firearms to a Federally Licensed Firearms Dealer for Credit toward Police

Department Firearms; (2) Use Seized Ammunition in Police Department Training Exercises as a Public Interest Use; and (3) Transfer Seized Computers and Electronic Devices to a Certified Recycler for Data-Secure Destruction and Reimbursement

3. Request to Authorize the City Manager to Execute an Agreement with Wasatch Heating & Air, Inc., in a Form Approved by the City Attorney's Office for the Park City Bus Barn Heat Upgrade Project Not to Exceed $160,000

4. Request to Authorize the Mayor to Sign a Project Charter/Letter of Support with the Utah Department of Transportation's Trails Division in Support of the Phoston Spur Trail and SR-248 Rail Trail Bridge

5. Request to Adopt Resolution 10-2026, a Resolution Readopting a Percent-For-Arts Allocation for Public Capital Projects

V. OLD BUSINESS

1. Consideration to Approve Ordinance 2026-07, an Ordinance Amending Park City Code Sections 4-1-1 and 4-3-1, and Enacting Sections 4-2-16 Creating Waste Generator Requirements and 6-1-14 to Add Waste Hauler Requirements
(A) Public Input (B) Action

VI. NEW BUSINESS

1. Consideration to Approve the 2026 Kimball Arts Festival Supplemental Plan and Level Five Special Event Permit
(A) Public Hearing (B) Action

2. Public Hearing to Consider Executive Municipal Officer Compensation for FY27
(A) Public Hearing

3. Consideration to Approve Ordinance 2026-13, an Ordinance Establishing Compensation for the Elective and Statutory Officers for FY27
(A) Public Hearing (B) Action

VII. ADJOURNMENT

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: Police Complaint Review Committee Appointment
Author: Michelle Downard, Strategic Initiatives Advisor & Chairperson of the Police Complaint Review Committee
Department: Executive Department
Date: May 21, 2026

Summary Recommendation

Consider the Mayor's recommendation to appoint Aaron Williams and Matthew Matsuura to three-year terms on the Police Complaint Review Committee beginning July 1, 2026.

Background

To increase community involvement and police accountability, the Park City Police Complaint Review Committee (PCRC) was established through Resolution 35-03 in 2003, and updated by Resolution 19-2020, Ordinance 2024-16, and Ordinance 2025-09. The Committee is an advisory body that reviews proposed dispositions of complaints filed against police personnel and provides recommendations to the Chief of Police and City Manager. The Committee consists of five voting community members (listed below), a non-voting staff chairperson (Michelle Downard), a legal advisor (Luke Henry), a city council liaison (Councilmember Zegarra), the Chief of Police (Chief Carpenter), and the Chief's Administrative Assistant (Chelsea Jones).

Police Complaint Review Committee	Term Expiration
Austin Lau	Jun-26
Amir Vonsover	Jun-26
Emma Zevallos	Jun-27
Alison Sanderson	Jun-28
Rory Murphy	Jun-28
Sharon Hanson (alternate)	Jun-28

Analysis

Two Police Complaint Review Committee seats are currently held by Austin Lau and Amir Vonsover, with terms ending June 30, 2026.

The vacancies were advertised through the Park City Website, Park City Newsletter, KPCW, Park Record Newspaper, and social media.

Three eligible applications were reviewed and interviews were conducted by the sub-committee comprised of Councilmember Zegarra (liaison), Chief of Police Carpenter,

Chelsea Jones (Executive Assistant to the Chief), Michelle Downard (Chairperson), and Committee members Rory Murphy and Alison Walding on April 13, 2026.

With the sub-committee's unanimous support, the Mayor recommends the appointment of Aaron Williams and Matthew Matsuura to three-year terms on the Police Complaint Review Committee beginning July 1, 2026.

City Council
Staff Report

Subject: **Board of Adjustment Appointments**
Author: **Rebecca Ward, Planning Director**
Date: **May 21, 2026**

Recommendation
Consider re-appointing Jennifer Franklin and appointing Beth Armstrong to the Board of Adjustment for five-year terms through 2031, and appointing Rick Smith to fill the vacant alternate position through June 2027.

Background
The five-member Board of Adjustment meets as needed the third Tuesday of each month to review variance requests—applications seeking an exception to the Land Management Code (LMC)—as well as appeals of Historic Preservation Board decisions on historic structures and staff determinations on non-complying structure and non-complying use status. Board members serve a five-year term, and terms expire June 1. The Board includes one alternate (LMC § 15-10-2).

Members are required to reside within City limits (LMC § 15-10-1) and are appointed by the Mayor with the advice and consent of City Council (LMC § 15-10-1). Current Board members include:

BOARD MEMBER	TERM EXPIRATION DATE
JENNIFER FRANKLIN, CHAIR	JUNE, 2026
STEFANIE WILSON	JUNE, 2026
JOHN STAFSHOLT	JUNE, 2027
BETH ARMSTRONG, ALTERNATE	JUNE, 2027
RUTH GEZELIUS	JUNE, 2028
GINNY SCHULMAN	JUNE, 2029

Members are paid $135 per diem for meetings attended and meeting frequency varies by applications submitted each year.

Two terms expire June 1: Jennifer Franklin (current Board Chair) and Stefanie Wilson.

Three candidates applied to serve on the Board and on May 1, Mayor Dickey, Councilmember Parigian, former Board of Adjustment member Mary Wintzer, and I interviewed the candidates. The recommendation of the interview panel is to:

- Re-appoint Jennifer Franklin to a five-year term
- Appoint Beth Armstrong to a five-year term

Appointing Beth Armstrong to a five-year term creates a vacancy for the alternate. LMC § 15-10-2 *Term of Office* states vacancies shall be filled in the same manner as the

original appointment for the balance of the unexpired term. As a result, the recommendation of the interview panel is to:

- Appoint Rick Smith as an alternate to complete Beth Armstrong’s term through June 2027

City Council Staff Report

Subject: February 2026 Sales Tax Report
Author: Budget Team
Department: Budget
Date: May 21, 2026

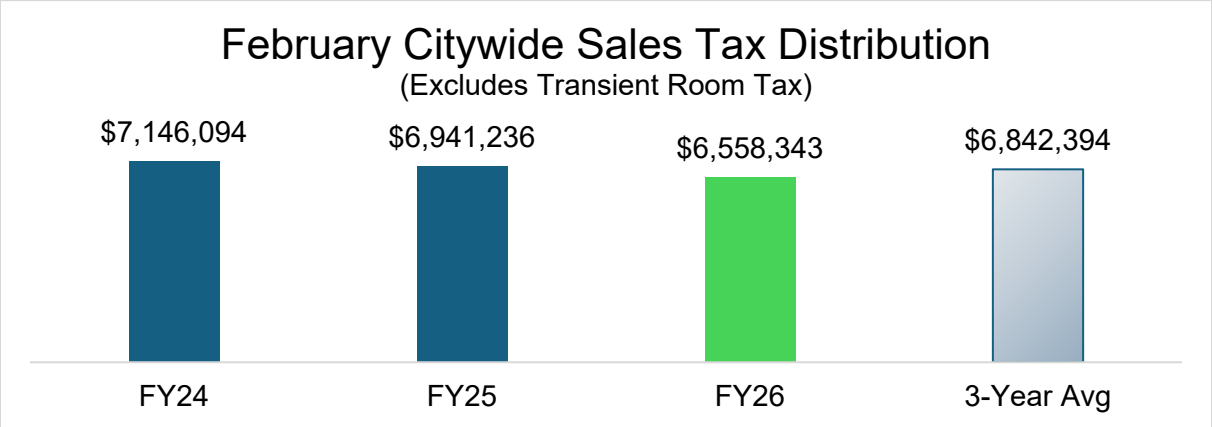
Sales Tax Distribution

The following summarizes the February sales tax distribution:

Citywide Sales Tax Distribution Summary (excludes Transient Room Tax):
Monthly (February):
Revenue: $6,558,343 — down $382,894 (-5.5%) vs. February 2025; down $634,952 (-8.8%) vs. budget.

Rolling Quarter (December – February):
Revenue: $17,656,325 — down $1,017,835 (-5.5%) vs. same period last year; down $1,542,103 (-8%) vs. budget.

Year-to-Date (July – February):
Revenue: $31,373,267 — up $28,333 (+0.1%) vs. same period last year; down $1,189,880 (-3.7%) vs. budget.



General Fund Distribution Summary:
Monthly (February):
Revenue: $2,860,122 — down $146,800 (-4.9%) vs. February 2025; down $346,848 (-10.8%) vs. budget.

Rolling Quarter (December – February):
Revenue: $7,718,904 — down $430,899 (-5.3%) vs. same period last year; down $879,253 (-10.2%) vs. budget.

Year-to-Date (July – February):
Revenue: $13,884,446 — up $27,121 (+0.2%) vs. same period last year; down $889,053 (-6%) vs. budget.

Transient Room Tax (TRT) Distribution Summary:
Monthly (February):
Revenue: $826,607 — down $41,628 (-4.8%) vs. February 2025; down $89,619 (-9.8%) vs. budget.

Rolling Quarter (December – February):
Revenue: $2,075,411 — down $210,909 (-9.2%) vs. same period last year; down $337,284 (-14.0%) vs. budget.

Year-to-Date (July – February):
Revenue: $3,167,430 — down $147,237 (-4.4%) vs. same period last year; down $330,454 (-9.4%) vs. budget.

Sales Tax Analysis

Despite a notably weak winter season, fiscal year-to-date citywide collections (excluding TRT) remain essentially flat to last year, suggesting the local economy has held up better than the lack of snow might imply. February's monthly and rolling quarter results were weaker than January's, but the year-to-date picture provides some reassurance heading into the final months of the fiscal year.

The General Fund has largely mirrored that broader pattern, with monthly and rolling-quarter results below both the prior year and the budget, while year-to-date collections remain essentially flat.

The clearest area of pressure remains overnight visitor spending. Transient Room Tax is down 9.2% from last year on a rolling quarter basis, a decline that stands in contrast to the broader sales tax base. Recent lodging data reinforces that divergence: hotel occupancy has declined year over year in each of the last three months, and while average daily rates have remained relatively firm, revenue per available room continues to trail last year, pointing to softer demand rather than weaker pricing.

The remaining winter-related sales tax distribution will provide a clearer picture of how much March softened the City's most important winter revenue period. Current indicators suggest March may be the weakest of the four most significant winter revenue months, though the extent to which that affects overall fiscal-year performance remains uncertain. Beyond that, forward-looking lodging trends suggest conditions may become more supportive as we move into spring and summer.

This report reflects amounts distributed by the State Tax Commission and therefore lags real-time economic activity.

Exhibit

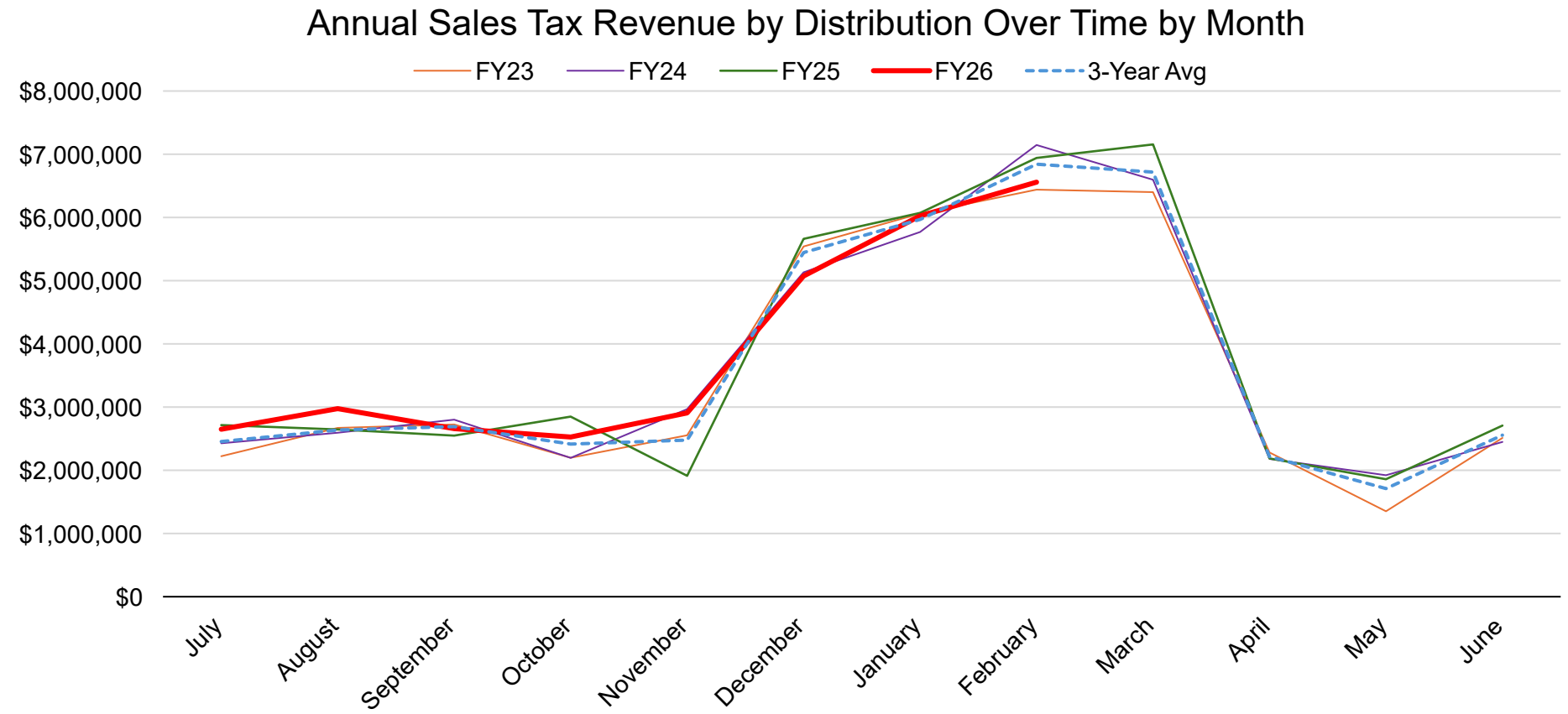
Exhibit A: FY26 February Sales Tax Distribution Data

February Sales Tax Distribution Appendix



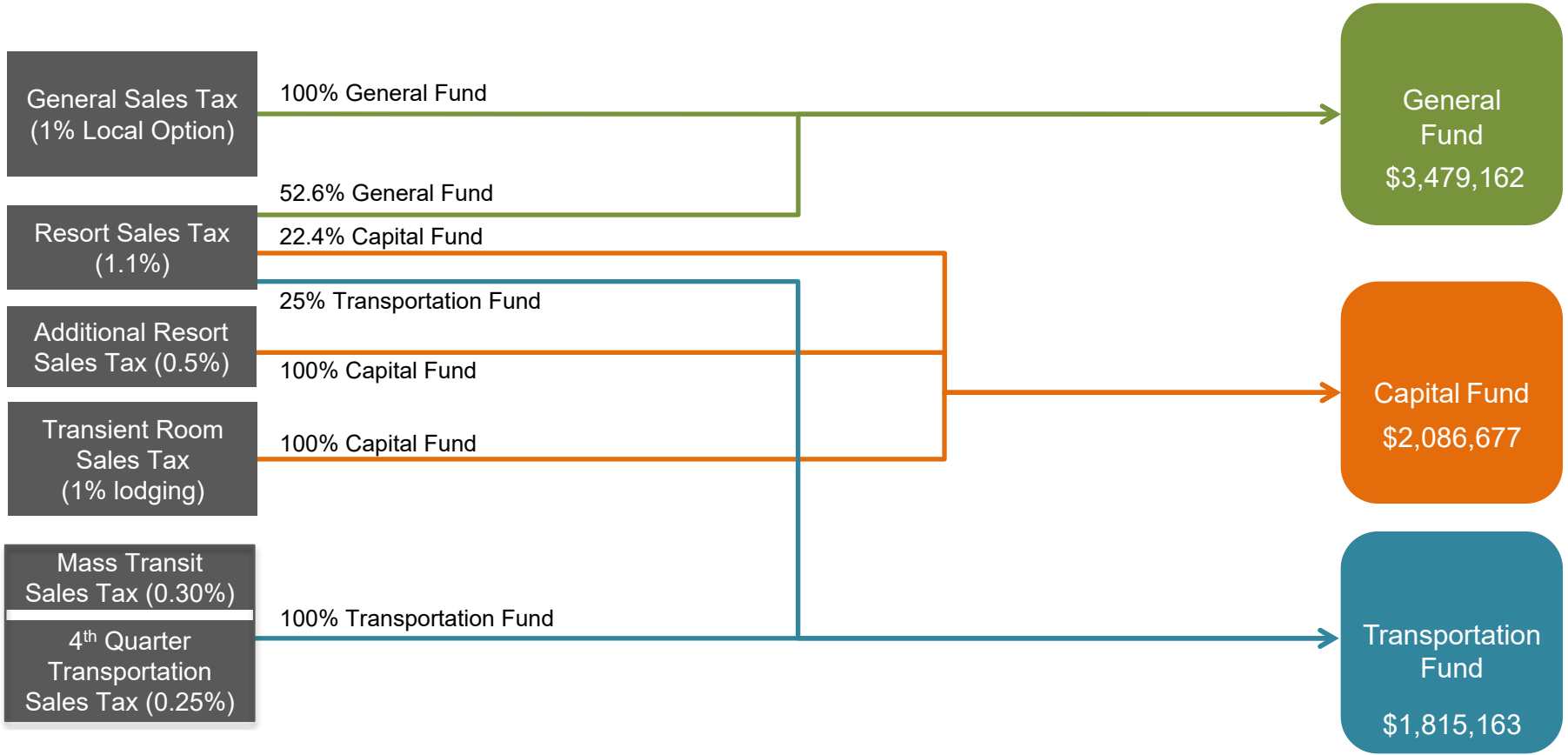
Sales Tax Distribution

(excludes Transient Room Tax)



Source: Park City Municipal Corporation. As of April 2026. Note: Excludes Transient Room Sales Tax.

February Sales Tax Revenue by Fund



Source: Park City Municipal Corporation. As of April 2026.

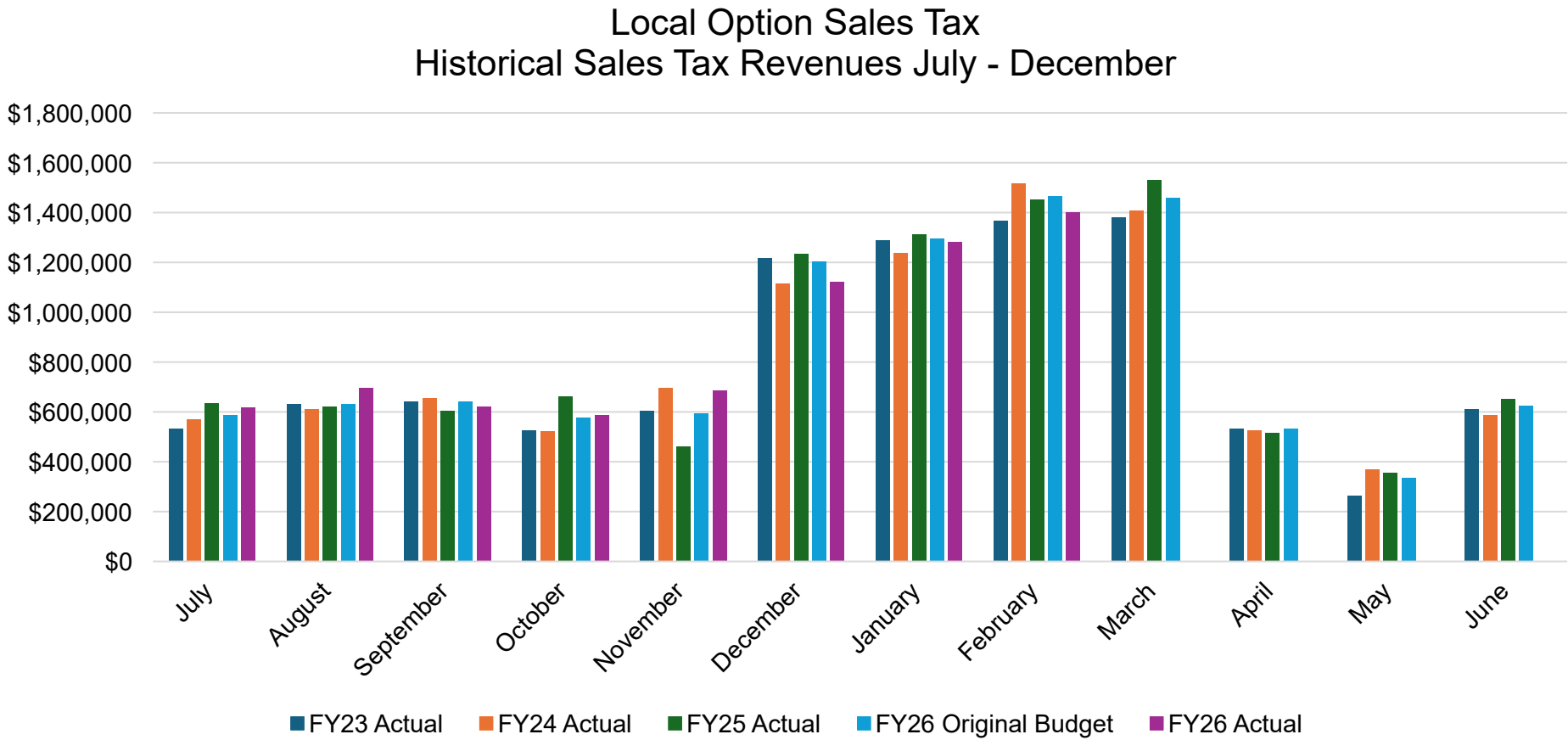
Local Option Sales Tax Distribution

Local Option Sales Tax - Monthly							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$532,806	$570,791	$634,037	$586,573	$619,299	-2.32%	5.58%
August	$631,245	$612,827	$623,012	$630,272	$697,269	11.92%	10.63%
September	$641,829	$655,342	$604,981	$642,109	$620,391	2.55%	-3.38%
October	$526,872	$521,364	$661,089	$577,017	$587,862	-11.08%	1.88%
November	$603,371	$695,129	$460,257	$593,704	$686,489	49.15%	15.63%
December	$1,216,593	$1,116,760	$1,233,701	$1,204,130	$1,121,439	-9.10%	-6.87%
January	$1,288,403	$1,236,790	$1,312,696	$1,295,556	$1,281,332	-2.39%	-1.10%
February	$1,366,459	$1,518,413	$1,453,765	$1,464,593	$1,399,850	-3.71%	-4.42%

Local Option Sales Tax - Cumulative							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$532,806	$570,791	$634,037	$586,573	$619,299	-2.32%	5.58%
August	$1,164,051	$1,183,618	$1,257,049	$1,216,845	$1,316,568	4.73%	8.20%
September	$1,805,880	$1,838,960	$1,862,030	$1,858,954	$1,936,958	4.02%	4.20%
October	$2,332,752	$2,360,324	$2,523,119	$2,435,971	$2,524,820	0.07%	3.65%
November	$2,936,124	$3,055,453	$2,983,376	$3,029,675	$3,211,309	7.64%	6.00%
December	$4,152,716	$4,172,213	$4,217,077	$4,233,805	$4,332,748	2.74%	2.34%
January	$5,441,119	$5,409,003	$5,529,773	$5,529,361	$5,614,080	1.52%	1.53%
February	$6,807,579	$6,927,416	$6,983,537	$6,993,955	$7,013,930	0.44%	0.29%

Source: Park City Municipal Corporation. As of April 2026.

Local Option Sales Tax Distribution



Source: Park City Municipal Corporation. As of April 2026.

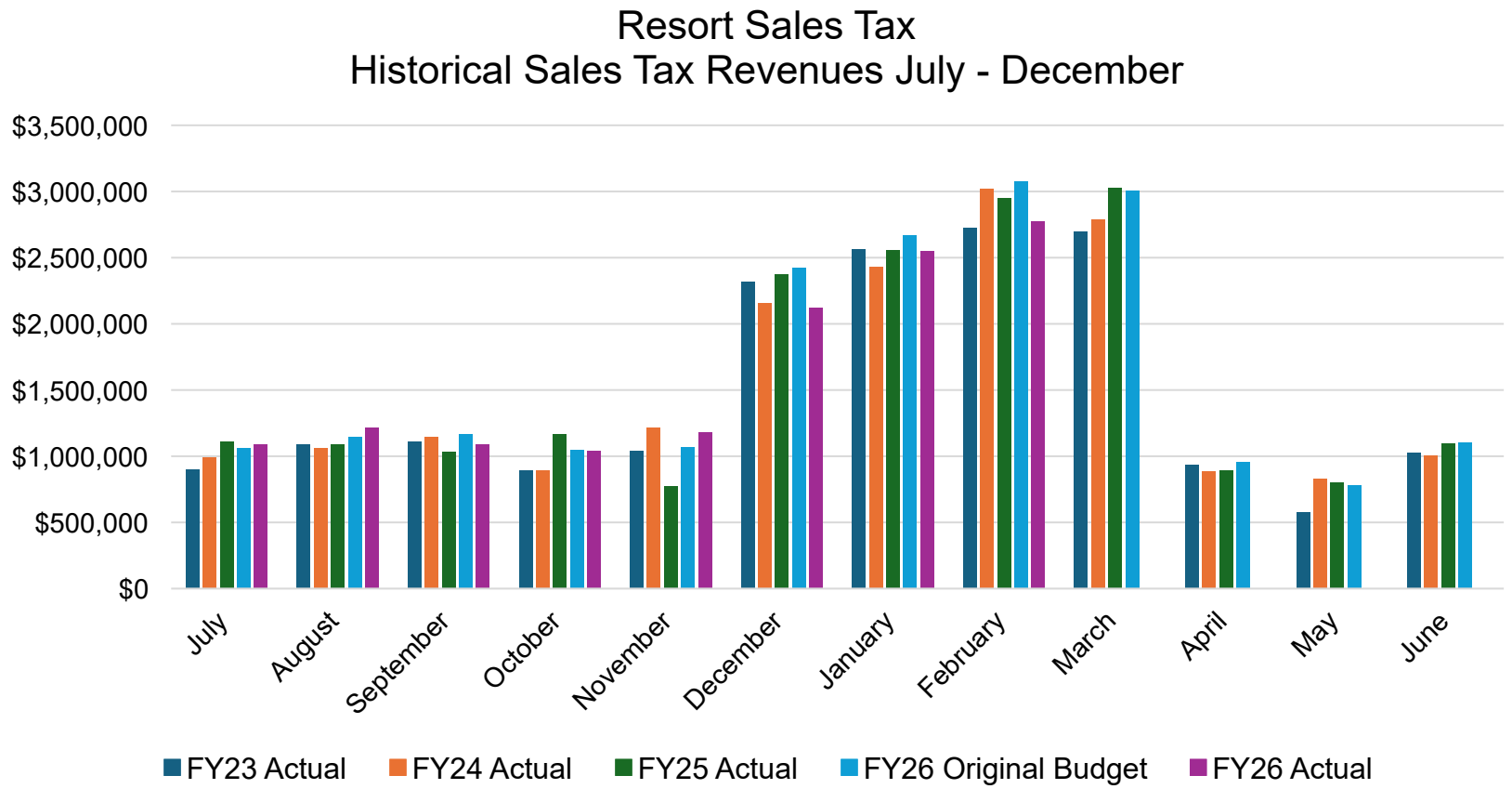
Resort Sales Tax Distribution

Resort Sales Tax - Monthly							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$902,234	$992,105	$1,112,701	$1,063,400	$1,087,122	-2.3%	2.23%
August	$1,090,337	$1,059,869	$1,086,352	$1,144,615	$1,215,741	11.91%	6.21%
September	$1,110,616	$1,146,679	$1,037,171	$1,165,140	$1,092,154	5.30%	-6.26%
October	$890,992	$893,576	$1,169,253	$1,044,604	$1,039,080	-11.13%	-0.53%
November	$1,039,947	$1,212,812	$773,844	$1,070,319	$1,182,681	52.83%	10.50%
December	$2,315,835	$2,158,917	$2,377,602	$2,423,290	$2,119,277	-10.86%	-12.55%
January	$2,564,038	$2,432,537	$2,559,004	$2,672,033	$2,550,252	-0.34%	-4.56%
February	$2,726,224	$3,023,451	$2,952,963	$3,077,772	$2,776,363	-5.98%	-9.79%

Resort Sales Tax - Cumulative							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$902,234	$992,105	$1,112,701	$1,063,400	$1,087,122	-2.30%	2.23%
August	$1,992,571	$2,051,973	$2,199,053	$2,208,015	$2,302,864	4.72%	4.30%
September	$3,103,187	$3,198,652	$3,236,224	$3,373,155	$3,395,018	4.91%	0.65%
October	$3,994,179	$4,092,228	$4,405,478	$4,417,759	$4,434,098	0.65%	0.37%
November	$5,034,126	$5,305,040	$5,179,321	$5,488,079	$5,616,779	8.45%	2.35%
December	$7,349,960	$7,463,957	$7,556,923	$7,911,369	$7,736,055	2.37%	-2.22%
January	$9,913,998	$9,896,494	$10,115,927	$10,583,402	$10,286,308	1.68%	-2.81%
February	$12,640,222	$12,919,945	$13,068,890	$13,661,174	$13,062,670	-0.05%	-4.38%

Source: Park City Municipal Corporation. As of April 2026.

Resort Sales Tax Distribution



Source: Park City Municipal Corporation. As of April 2026.

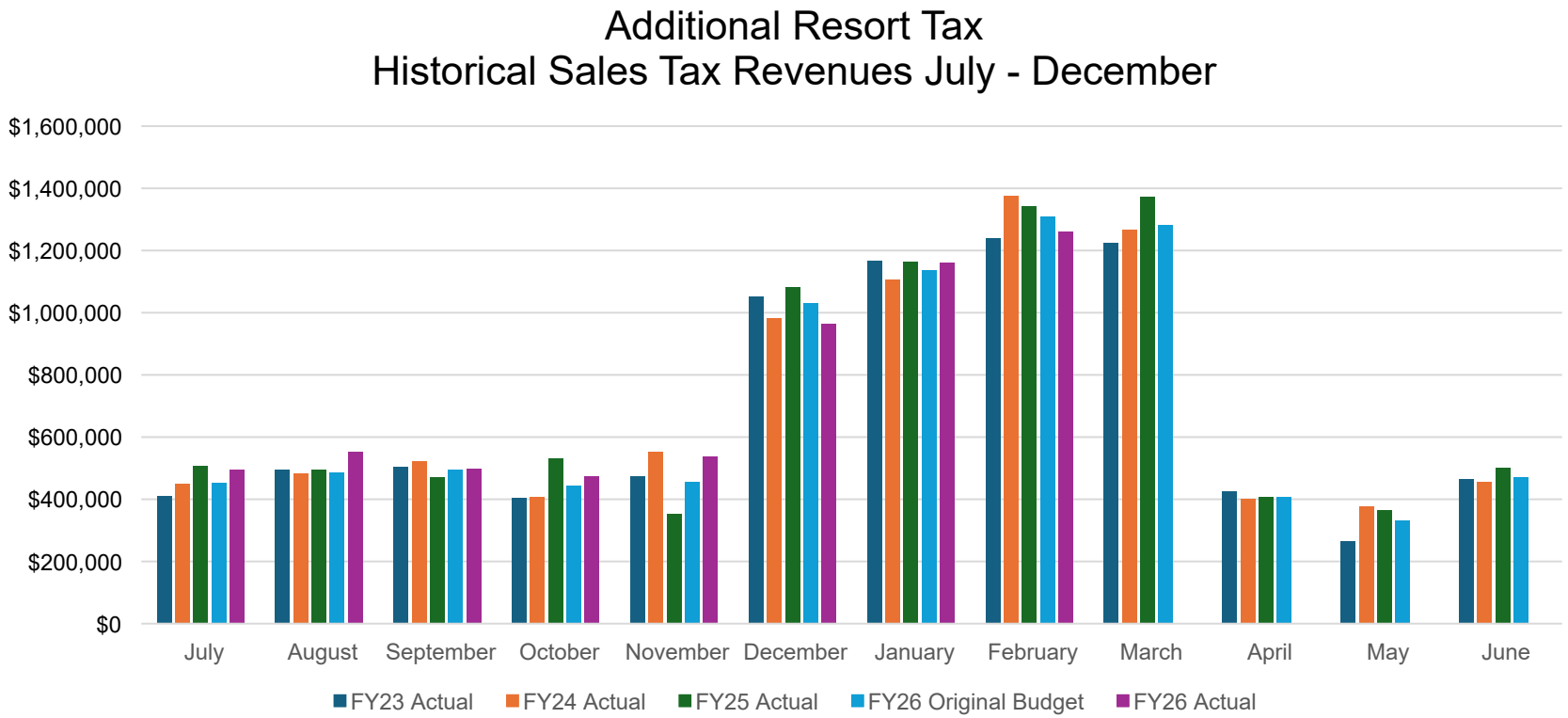
Additional Resort Sales Tax Distribution

Additional Resort Sales Tax - Monthly							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$410,098	$450,843	$505,773	$452,643	$494,146	-2.3%	9.17%
August	$495,728	$481,736	$493,770	$487,213	$552,579	11.91%	13.42%
September	$504,874	$521,445	$471,424	$495,949	$496,449	5.31%	0.10%
October	$405,064	$406,125	$531,437	$444,642	$472,281	-11.13%	6.22%
November	$472,578	$551,277	$351,757	$455,588	$537,479	52.80%	17.97%
December	$1,052,556	$981,330	$1,080,732	$1,031,489	$963,315	-10.86%	-6.61%
January	$1,165,489	$1,105,719	$1,163,260	$1,137,368	$1,159,231	-0.35%	1.92%
February	$1,239,279	$1,374,298	$1,342,632	$1,310,073	$1,260,070	-6.15%	-3.82%

Additional Resort Sales Tax - Cumulative							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$410,098	$450,843	$505,773	$452,643	$494,146	-2.30%	9.17%
August	$905,825	$932,579	$999,543	$939,855	$1,046,725	4.72%	11.37%
September	$1,410,700	$1,454,025	$1,470,967	$1,435,804	$1,543,174	4.91%	7.48%
October	$1,815,764	$1,860,150	$2,002,404	$1,880,447	$2,015,455	0.65%	7.18%
November	$2,288,342	$2,411,427	$2,354,161	$2,336,035	$2,552,934	8.44%	9.28%
December	$3,340,897	$3,392,757	$3,434,892	$3,367,523	$3,516,249	2.37%	4.42%
January	$4,506,387	$4,498,476	$4,598,152	$4,504,891	$4,675,480	1.68%	3.79%
February	$5,745,665	$5,872,774	$5,940,784	$5,814,963	$5,935,550	-0.09%	2.07%

Source: Park City Municipal Corporation. As of April 2026.

Additional Resort Sales Tax Distribution



Source: Park City Municipal Corporation. As of April 2026.

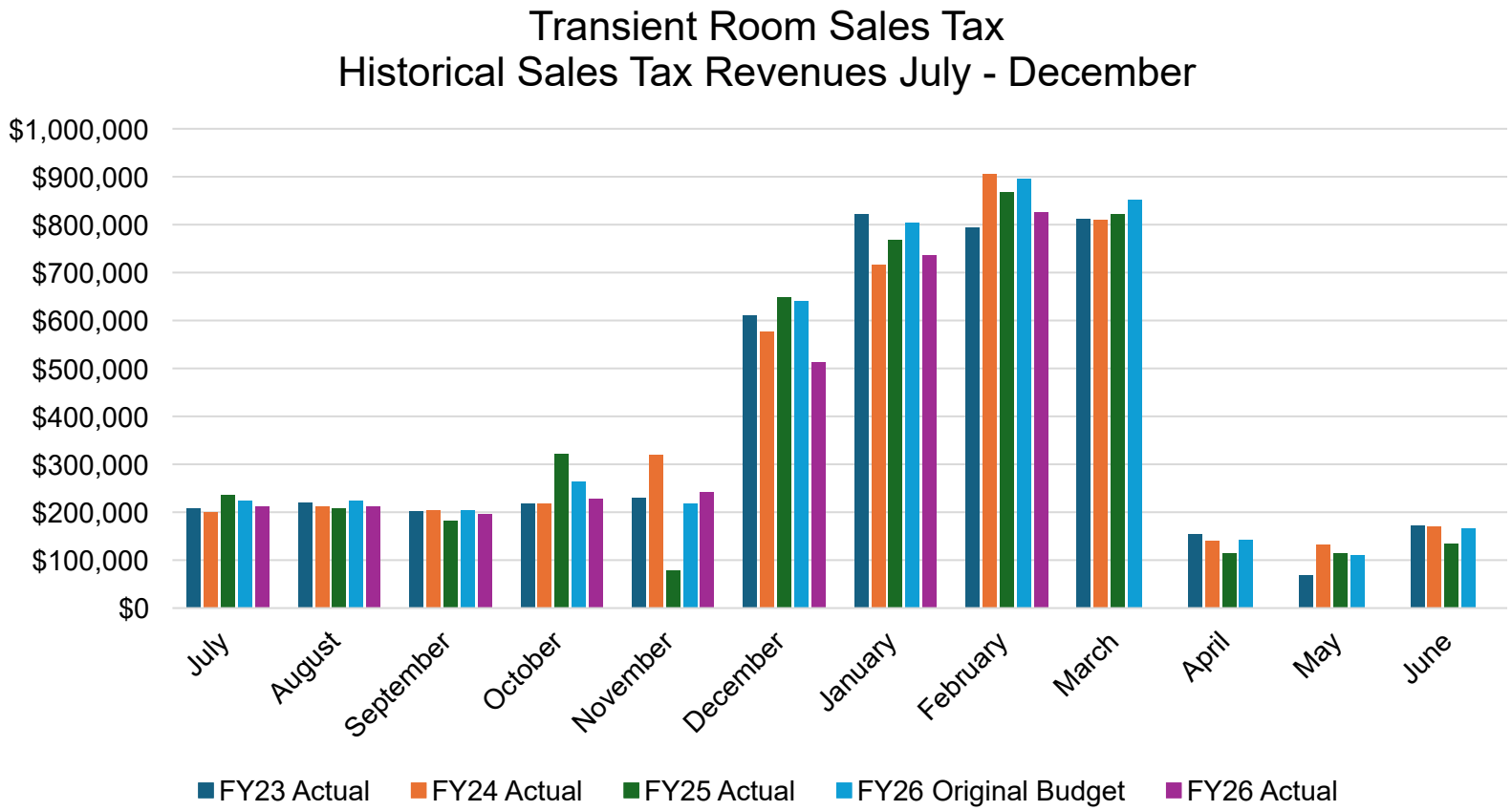
Transient Room Tax Distribution

Transient Room Sales Tax - Monthly							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$207,936	$199,624	$236,013	$224,285	$212,771	-9.85%	-5.13%
August	$219,874	$212,683	$209,093	$223,615	$213,046	1.89%	-4.73%
September	$203,178	$203,721	$181,611	$205,095	$195,636	7.72%	-4.61%
October	$217,406	$217,701	$322,638	$264,074	$228,208	-29.27%	-13.58%
November	$229,493	$319,441	$78,992	$218,832	$242,357	206.81%	10.75%
December	$611,583	$577,710	$649,471	$640,808	$512,562	-21.08%	-20.01%
January	$823,076	$717,139	$768,614	$804,626	$736,243	-4.21%	-8.50%
February	$793,379	$906,424	$868,234	$894,960	$826,607	-4.79%	-7.64%

Transient Room Sales Tax - Cumulative							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$207,936	$199,624	$236,013	$224,285	$212,771	-9.85%	-5.13%
August	$427,810	$412,307	$445,106	$447,899	$425,818	-4.33%	-4.93%
September	$630,988	$616,027	$626,717	$652,995	$621,454	-0.84%	-4.83%
October	$848,393	$833,728	$949,356	$917,069	$849,662	-10.50%	-7.35%
November	$1,077,886	$1,153,169	$1,028,347	$1,135,900	$1,092,019	6.19%	-3.86%
December	$1,689,469	$1,730,880	$1,677,819	$1,776,709	$1,604,581	-4.37%	-9.69%
January	$2,512,545	$2,448,018	$2,446,433	$2,581,335	$2,340,823	-4.32%	-9.32%
February	$3,305,925	$3,354,443	$3,314,667	$3,476,294	$3,167,430	-4.44%	-8.88%

Source: Park City Municipal Corporation. As of April 2026.

Transient Room Tax Distribution



Source: Park City Municipal Corporation. As of April 2026.

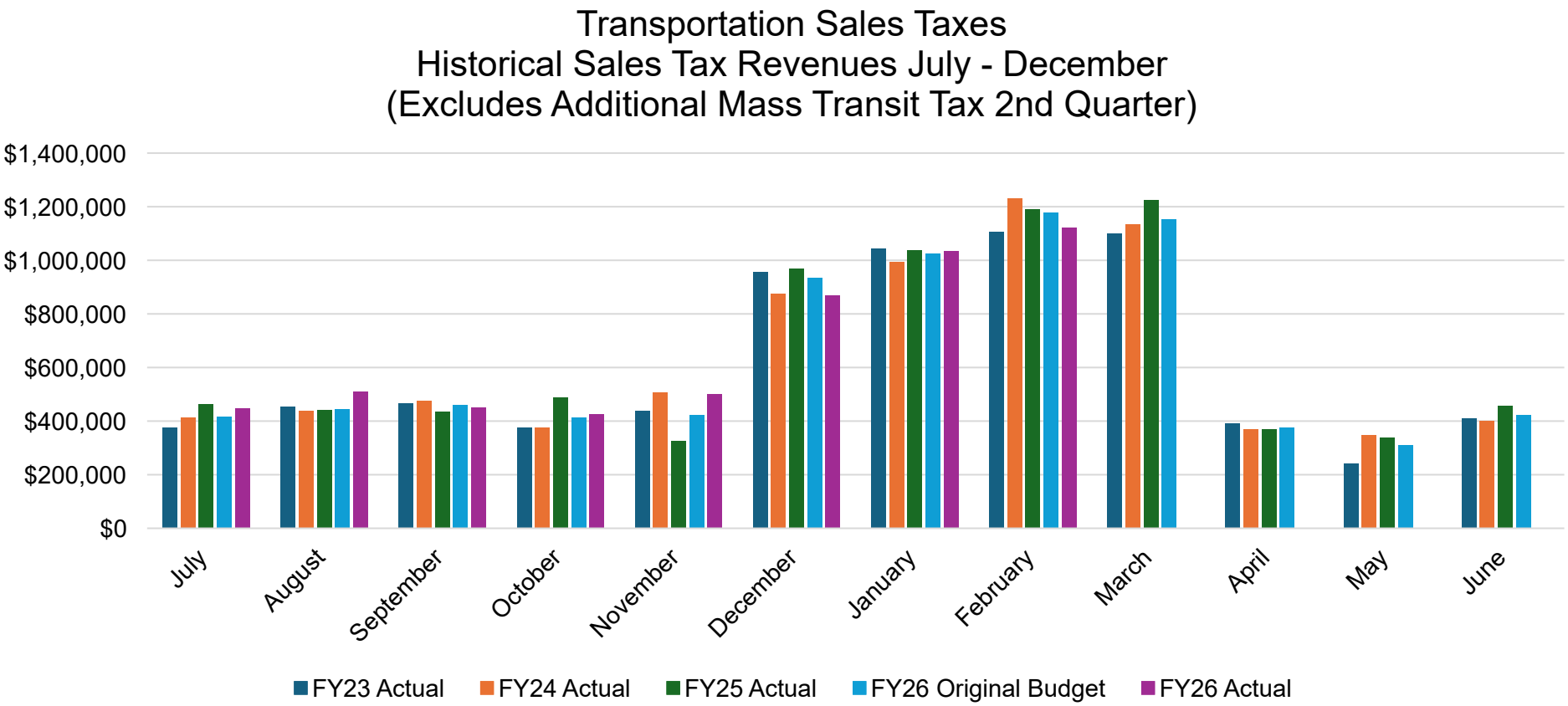
Transportation Sales Tax Distributions

Transportation Sales Taxes - Monthly							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$377,116	$413,216	$462,510	$417,933	$448,663	-2.99%	7.35%
August	$453,180	$439,674	$442,599	$445,491	$509,612	15.14%	14.39%
September	$467,427	$477,474	$434,807	$460,254	$449,941	3.48%	-2.24%
October	$375,061	$375,137	$487,245	$412,796	$426,884	-12.39%	3.41%
November	$437,648	$507,667	$326,755	$424,347	$500,820	53.27%	18.02%
December	$955,716	$874,845	$969,064	$933,920	$869,437	-10.28%	-6.90%
January	$1,043,825	$994,634	$1,036,865	$1,025,890	$1,033,700	-0.31%	0.76%
February	$1,107,890	$1,229,933	$1,191,877	$1,177,464	$1,122,059	-5.86%	-4.71%

Transportation Sales Taxes - Cumulative							
Month	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Original Budget	FY26 Actual	FY26 v FY25, % Variance	Actuals vs Budget
July	$377,116	$413,216	$462,510	$417,933	$448,663	-2.99%	7.35%
August	$830,296	$852,890	$905,110	$863,423	$958,275	5.87%	10.99%
September	$1,297,723	$1,330,364	$1,339,916	$1,323,677	$1,408,216	5.10%	6.39%
October	$1,672,784	$1,705,501	$1,827,162	$1,736,473	$1,835,101	0.43%	5.68%
November	$2,110,432	$2,213,168	$2,153,917	$2,160,819	$2,335,920	8.45%	8.10%
December	$3,066,148	$3,088,013	$3,122,981	$3,094,739	$3,205,357	2.64%	3.57%
January	$4,109,973	$4,082,647	$4,159,846	$4,120,629	$4,239,057	1.90%	2.87%
February	$5,217,863	$5,312,580	$5,351,723	$5,298,094	$5,361,117	0.18%	1.19%

Source: Park City Municipal Corporation. As of April 2026. Note: Transportation Sales Tax does not include the Additional Mass Transit Tax.

Transportation Sales Tax Distributions



Source: Park City Municipal Corporation. As of April 2026.

City Council Staff Communication

Subject: Employee Housing Trial Program – Longer Rent Terms
Author: Rhoda Stauffer, Housing Program Manager
Department: Housing
Date: May 21, 2026

Summary:
In the late 1990s, Park City Municipal Corporation ("City") began acquiring individual housing units to lease to its employees. The City currently owns 51 units.

Since the City began acquiring individual housing units, the goal has been to provide transitional housing at reduced rental rates, assisting employees in securing permanent housing within the community. Lease terms are generally one year, with possible extensions when a unit is not immediately needed for another employee. In the past, the units were primarily a recruitment tool for Human Resources to attract new employees; however, employees experiencing a housing emergency have also utilized vacant units for life transitions such as divorce, termination of a lease, or transition between homes, which is a meaningful employee retention tool.

As housing prices have escalated, one year has proven too short for some employees to secure permanent housing, making the transitional employee housing program underutilized. Presently, employees who use the program must either request additional time or move to nearby communities and commute when local housing options are not viable. Currently, five of the City's rental units are vacant, and three new units will be added to the inventory in June.

Aspen has 60 Units in a comparable employee rental program - all but five are rented with longer than one-year terms. In fact, Aspen's program does not limit the length of time an employee may rent a city-owned unit. Rather, Aspen conducts a reevaluation every two years to determine an employee's continued qualification.

The Employee Rental Housing Committee[1] has proposed a trial program of longer-term leases on the City's rental units, which proposal is supported by the Executive Team. To test the concept, four family units will be made available to lease for longer terms on a trial basis. Leases will be evaluated with an annual check-in to assist employees with ongoing efforts to find permanent local housing and to ensure continued eligibility.

Rents for longer-term leases will be slightly higher than for transitional units with shorter terms. To ensure the affordability of the longer-term rentals to all payroll bands, rents will be set at the lower calculation between the following:

[1] The Employee Rental Housing Committee is made up of representatives from the Housing, Human Resources, and Executive Teams.

- 25%[2] of the employee's household income (this includes all wages earned in the household), or
- Fair Market Rent (FMR), which is higher than what is currently charged for the transitional units, but lower than market rental rates. FMR is established by HUD annually based on an affordability equation and the community's cost of living.

EXAMPLE: if a qualified employee has a household income of $85,000 and is living in a 2-bedroom unit, 25% of the monthly income would be $1,784. HUD sets the FMR at $2,185 for a 2-bedroom. Accordingly, the employee would be charged $1,784 per month. If that same-size household earns $128,469, 25% of the monthly income is $2,676, which exceeds the FMR set by HUD of $2,185 per month, therefore FMR would be charged.

Household Income	Rent at 25%	FMR
$85,000	**$1,782**	$2,185
$128,469	$2,676	**$2,185**

To give equal opportunity to all qualified employees, an initial lottery will be conducted. All full-time, regular employees who are in good standing and have the approval of their Department Head or Manager will be qualified to participate.

Evaluation of the program will take place annually in June, with additions or removals of units based on the program's reception and changing employee housing needs.

[2] The goal is for the employee to pay no more than 30% of their combined household income for housing. Using 25% allows for utilities, insurance, and other housing costs.

City Council Staff Report

Subject: **Transit Purple Route and Signage Improvements Construction Agreement**
Author: **Philip Adams**
Julia Collins
Department: **Engineering & Transportation Planning**
Date: **May 21, 2026**

Recommendation

Consider authorizing the City Manager to execute a Task Order with B. Hansen Construction, Inc., in a form approved by the City Attorney's Office, not to exceed $165,858.00 for the construction of Purple Route eastbound Empire Shelter and Parking Signage Improvements Project. B. Hansen Construction Inc. is currently contracted to provide concrete work under Contract # 26027, Concrete On-Call Services.

Analysis

On April 24, 2026, B. Hansen Construction, Inc. submitted a $165,858.00 quote for the installation of a downhill/inbound bus stop and shelter adjacent to the Montage Resort in the Empire Bonanza Flat area (see Exhibit A) and approximately 55 regulatory parking signs from the Montage Resort to Bloods Lake Trailhead. This will be the first Task Order issued to B. Hansen under On-Call Contract # 26027. The primary objectives of the project are to:

1. Install a new downhill stop and shelter at the Montage to accommodate the new purple route service.
2. Control access better, providing clear wayfinding and parking policies along Guardsman Pass Road from the Mid-Mountain Trailhead to Bloods Lake Trailhead.

Construction is expected to start June 15th and run until October 31st. Due to the small construction footprint, visitors to the Bonanza Flats area will not be inconvenienced.

Previous Council Engagement

- February 2020: Park City finalized a Bus Stop Improvement and Accessibility Study to survey bus stops and evaluate existing conditions and applicable ADA criteria.
- Feb 6, 2025: Council supported the implementation of the Bonanza Flat Paid Parking Management strategy and the implementation of the Purple Bonanza Flats transit route.
- Jan 8, 2026: Council supported continuation of the pilot program, and staff highlighted upcoming Capital improvements, including bus stops, trailhead, and parking signage.

Funding

As outlined in the approved FY2026 budget and detailed in the February 6, 2025, staff report, capital projects for the Bonanza Flats parking and transit improvements are funded through excess parking revenue and a portion of Flagstaff transfer fees. Bus stop improvements and wayfinding signage were included among the contemplated projects in the adopted FY2026 budget and are anticipated to be fully funded through CP0725 Empire Transit Trailheads and Bus Shelters.

Exhibits

A. Montage downhill stop location map
B. Bonanza Flats signage location map

Exhibit A


MONTAGE
MARSAC AVE
New downhill stop


New signs
Montage
Empire Express
Bloods Lake Trailhead
Empire Pass Trailhead
Bonanza Flat Trailhead
Image Landsat / Copernicus

City Council Staff Report

Subject: Evidence Disposition of Firearms, Ammunition, and Electronic & Computer Devices
Author: Wade Carpenter
Department: Police
Date: May 21, 2026

Recommendation

We recommend that City Council authorize the Police Department to (1) trade eligible confiscated or unclaimed firearms to a federally licensed firearms dealer for credit toward Police Department firearms; (2) use seized ammunition in Police Department training exercises as a public interest use; and (3) transfer seized computers and electronic devices to a certified recycler for data-secure destruction and reimbursement. These actions comply with Utah Code requirements and support responsible, cost-effective evidence disposition practices.

Executive Summary

The Police Department periodically holds confiscated or unclaimed firearms, ammunition, computers and electronic devices that have completed all evidentiary and judicial requirements. Utah Code provides specific direction for firearm disposition and broader discretion for other property types. The Police Department seeks Council authorization to use three compliant, cost-efficient methods: trading firearms for credit, using ammunition for training, and recycling computers and electronic devices for reimbursement after secure data destruction.

This request aligns with state law, supports public safety, and ensures that evidence no longer needed for prosecution is disposed of responsibly. The City Attorney's Office has reviewed the applicable statutes, and the proposed approach is consistent with Utah Code §§ 77-11a-402–403 and related firearm and property definitions.

Analysis

Firearms

Utah Code § 77-11a-403 directs law enforcement agencies to sell confiscated or unclaimed firearms unless they are unfit for sale or associated with a notorious crime. For all firearms eligible for sale, the City may sell them to a federally licensed firearms dealer and apply the proceeds to a public interest use.

When approved by City Council, applying these proceeds to Police Department firearm purchases qualifies as a public interest use under state law. This option ensures the firearms are handled appropriately and allows the proceeds to be used for equipment that directly supports police services.

Ammunition
Ammunition is not governed by the firearm-specific disposition statute. Under Utah Code § 77-11a-402, it is treated as “property,” which allows the City to dispose of it in several ways. They may be applied to a public interest use, sold at auction, or destroyed if unfit for use or sale. The Police Department recommends applying eligible ammunition to a public interest use by incorporating it into Police Department training exercises. When approved by City Council, using seized ammunition for training meets the statutory definition of a public interest use and provides a practical, cost-effective way to support ongoing training needs without additional expense.

Computers and Electronic Devices
Computers and electronic devices are also “property” under § 77-11a-402. They may be applied to a public interest use, sold at auction, or destroyed if unfit for use or sale. Due to data-privacy concerns, direct reuse or auction is not advisable. Recycling through a certified third-party vendor ensures secure data destruction and allows the City to receive reimbursement that would be utilized for future investigations expenses. This method is consistent with statutory requirements and best practices for handling electronic devices containing sensitive information.

Funding

The proposed disposition methods generate credit or offset costs:

- **Firearms:** Credit from a federally licensed firearms dealer may be applied toward Police Department firearm purchases.
- **Ammunition:** Using seized ammunition for training reduces training-related ammunition expenditures.
- **Computers and Electronic Devices:** Recycling vendors typically provide reimbursement for devices after secure destruction; we would apply these to future investigations expenses.

City Council Staff Report

Subject: Construction Agreement with Wasatch Heating & Air
Author: Dawn Wagner, Sr Project Manager
Department: Engineering
Date: May 21, 2026

Recommendation

Consider authorizing the City Manager to execute a Construction Agreement with Wasatch Heating & Air, in a form approved by the City Attorney's Office, to replace heaters in the bus barn, in an amount not to exceed $160,000.

Executive Summary

The Transit Department bus barn currently uses overhead radiant tube heaters that generate excessive heat directly beneath the roof. The heat generated by the existing system adversely affects roof-mounted battery systems on the City's new electric buses.

This project will replace the existing radiant heaters with gas-fired unit heaters designed to circulate and mix air within the facility rather than directly heating surfaces. The new heaters will also be relocated between garage doors.

Construction is planned for completion before the 2026 winter season to ensure uninterrupted transit operations and protect fleet equipment.

Analysis

Following a qualifications-based selection process, Colvin Engineering Associates was retained to evaluate the existing bus barn heating system and develop replacement alternatives. After coordination with Transit staff, the recommended solution was the installation of gas-fired unit heaters because they:

- Provide heating capacity comparable to the existing system;
- Allow reuse of existing vent openings;
- Avoid significant electrical service upgrades; and
- Reduce direct heat exposure to the new electric bus battery systems.

The project was publicly advertised for bid on April 6, 2026. Four bids were received and opened on April 27, 2026. Wasatch Heating & Air submitted the lowest responsible and responsive bid and was determined to be the low bidder.

The bid amount is consistent with the engineer’s cost estimate developed during design. Wasatch Heating & Air has extensive experience completing similar HVAC projects throughout Utah, including work for the State Division of Facilities Construction and Management.

Wasatch Heating & Air is prepared to begin work immediately upon execution of the construction agreement. Timely execution of the agreement is necessary to allow installation and commissioning before colder temperatures return in late 2026.

Funding

The funding for this contract is within the Transit FY26 budget. No additional funding is requested.

City Council Staff Report

Subject: Request to Authorize the Mayor to Sign a Letter of Support for the Phoston Spur Trail and SR-248 Rail Trail Bridge Project
Author: Anna Maki, Julia Collins
Department: Transportation Planning
Date: May 21, 2026

Recommendation

Review and authorize the Mayor to sign a Project Charter/Letter of Support (Charter) with the Utah Department of Transportation's (UDOT) Trails Division in support of the Phoston Spur Trail and SR-248 Rail Trail Bridge (**Exhibit A**).

If signed, this Charter signifies support from Park City Municipal Corporation (PCMC) regarding the Phoston Spur Trail and SR-248 Rail Trail Bridge (Trail) proposed by UDOT. Summit County and Utah State Parks are the lead sub-partners with majority ownership of the bridge facility and trail alignment, and UDOT has also asked these agencies to sign a similar agreement before June 1, 2026.

Executive Summary

UDOT's Trails Division has developed a statewide network of trails and pathways across the state called the Utah Trail Network (UTN). The Division receives annual funding allocation to advance capital projects, one of which is the regionally significant Phoston Spur Trail and SR-248 Rail Trail Bridge, both of which are on land owned by Summit County or Utah State Parks. UDOT is proposing to initiate design and environmental review for these projects in Summer 2026, with construction anticipated in 2027 or 2028, pending earlier phases.

As part of this effort, UDOT is requesting that PCMC sign the proposed Charter, which serves as a letter of support.

Background

In 2023, the Utah State Legislature passed Senate Bill 185, providing $45 million in ongoing annual funding and $45 million in one-time funding to UDOT to plan and construct the UTN paved trail network. This program is intended to create a statewide system of nonmotorized, paved trails that are separated from vehicle traffic and connect communities and key destinations for people of all ages and abilities.

In February 2025, UDOT initiated the Phoston Spur and Rail Trail Study as part of the UTN trail network programming. The study area evaluated trail connections from the unpaved Rail Trail north of SR 248 to the unpaved Phoston Spur near Richardson Flat Road. It identified a preferred trail alignment connecting to the Rail Trail and Phoston Spur as well as a bridge over SR-248. This preferred alignment provides a critical safety

improvement to the Rail Trail crossing at SR-248, connects to the Richardson Flat Park & Ride, and serves locals as well as recreational users. UDOT engaged Park City Municipal, Summit County, and Utah State Parks as agency partners within the study. A map of this preferred trail alignment is shown in Figure 1.

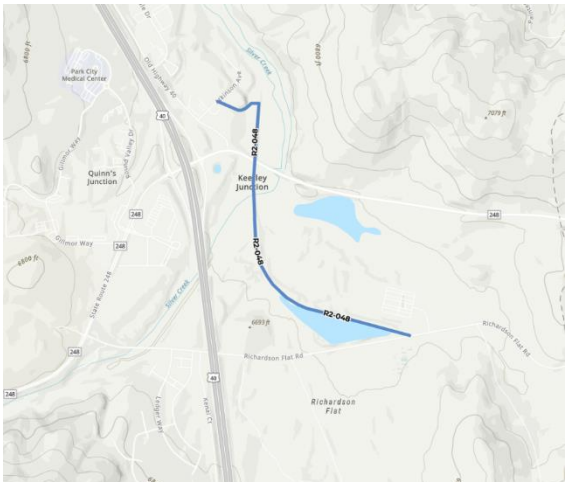


Figure 1: Phoston Spur preferred alignment

Project Background:

- **September 2024**: PCMC City Council adopted the Bicycle and Pedestrian Plan, which classified the Phoston Spur as a 'High Priority, Short Term' project.
- May 22, 2025: PCMC City Council Staff Communications provided an update on the Phoston Spur Trail and Interstate 40 Study and planned open house
- **June 3, 2025:** UDOT hosted a public open house at Studio Crossing for the Phoston Spur and Rail Trail Study
- **Fall 2025:** UDOT completed the Utah Trail Network Map, a component of the UTN Master Plan
- **April 15, 2026**: UDOT's Trails Division notified Summit County, Utah State Parks, and Park City of the Phoston Spur Trail Project's Recommendation for Funding

Analysis

The Charter has been requested by UDOT as a next step to show support for the Phoston Spur Trail project. With demonstrated local support, the Trails Division will present final programming recommendations for the UTN to the UDOT Transportation Commission on May 14, 2026, which will be voted on by the Commission on June 26, 2026. Following approved programming recommendations from the UDOT Commission, UDOT staff will advance the design procurement.

Agency Roles and Responsibilities

UDOT will serve as the project manager and funding lead agency for the project. It will cover all capital costs for the project and manage through construction.

PCMC will participate in project coordination and assign a project manager to serve as a liaison with UDOT and Summit County as the project advances. While the Charter is non-binding, it does signal an expectation that local jurisdictions will participate in long-term maintenance discussions.

PCMC does not own the Phoston Spur alignment or the land surrounding the proposed bridge, though a portion of the trail falls within City limits. As a result, any future maintenance responsibilities for PCMC are expected to be limited and the letter indicates PCMC actively supports the project for the portion of the route that is on land

owned by the City and within its boundary. Summit County and Utah State Parks are the primary landowners, and it is anticipated they will assume the majority of long-term maintenance responsibilities.

Staff will return to Council as the project advances and maintenance agreements are further defined.

Timeline
If the Phoston Spur Trail project is approved for programming by the Utah Transportation Commission, the anticipated timeline is as follows:

- Summer of 2026: Project design and environmental review
- 2026/2027: Design
- 2027/2028: Construction

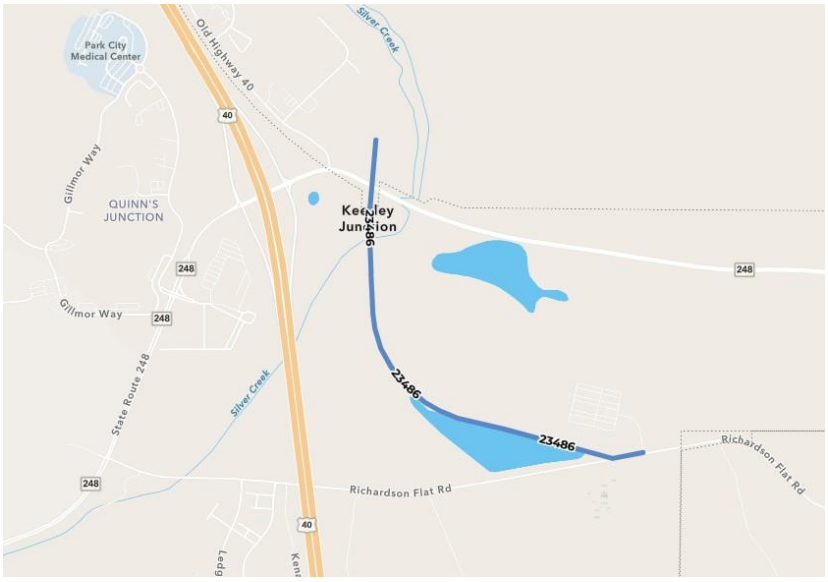
Exhibits

A – UTN Trail Charter – Letter of Project Support

Local Agency Trail Charter - Project Support
5/21/2026

To whom it may concern:

On April 15, 2026, the UDOT Trails Division presented a plan to design and construct a Utah Trail Network project with Park City Municipal Corporation (PCMC). This project, Phoston Spur Trail, will be a paved trail/shared-use-path along the Phoston Spur, as depicted in the image below. This letter signifies support from PCMC regarding the Phoston Spur Trail proposed by UDOT on 4/15/2026.



(Note: Project extents are preliminary and may change during the design phase of the project)

PCMC is aware of and supports this project for its residents and other local active transportation users. PCMC is committed to acting as an active partner in delivering this project for the portion of the route that is on land that is owned by PCMC and within the PCMC municipal boundary.

Local Agency
Park City Municipal Corporation

_____

Signed by Agency Representative
Mayor Ryan Dickey

City Council Staff Report

Subject: **Resolution Readopting Percent-for-Arts Allocation**
Author: **Luke Henry**
Department: **City Attorney's Office**
Date: **May 21, 2026**

Recommendation
Adopt Resolution 10-2026 to readopt the percent-for-arts allocation that was inadvertently repealed.

Executive Summary
In 2016, City Council adopted policies for the Public Art Advisory Board (PAAB) in Resolution No. 17-2016. To our knowledge, the resolution established the first percent-for-arts policy in Park City. This policy was largely discretionary (although there is a recital that states, "the City Council shall appropriate one percent (1%) of qualifying Capital Improvement Project funds to be spent to acquire and integrate public art").

In 2024, the Council adopted revised PAAB policies in Resolution No. 23-2024. Those policies included a requirement that the City Council would appropriate 1% of the cost of capital facility projects that are over $1M to be spent on acquiring and integrating public art in city facilities.

In March 2025, PAAB was added to Park City Code chapter 2-8 (Boards, Committees, and Commissions). In that process, all of its policies that were not codified in chapter 2-8 were repealed, including the percent-for-arts policy (inadvertently). As is clear from subsequent mentions of the percent-for-arts policy related to management and funding in the City's contract with the Park City and Summit County Arts Council, there was no intention to repeal the percent-for-arts policy. That is why the repeal of the policy was not discussed with Council at the time.

The recommended resolution reinstates the percent-for-arts allocation, mirroring the language that was in the repealed PAAB policy.

If Council wishes to make changes to the allocation, or to discuss it in more detail, staff can return at a later date.

Funding
Staff has continued to operate as if the percent-for-arts allocation remained in effect. Budgets for qualifying projects include the percent-for-arts allocation.

Exhibits
A Resolution 10-2026: A Resolution Readopting a Percent-For-Arts Allocation for Public Capital Projects

Resolution 10-2026

A RESOLUTION READOPTING A PERCENT-FOR-ARTS ALLOCATION FOR PUBLIC CAPITAL PROJECTS

WHEREAS, art is an integral component of the Park City community, and the City Council recognizes support for public art as an established City priority; and

WHEREAS, art is a fundamental element that defines the character of Park City; and

WHEREAS, the City Council desires to establish a consistent funding mechanism to integrate public art into eligible public projects; and

WHEREAS, the Percent-for-Arts Allocation contained in the Public Art Advisory Board policies was inadvertently repealed, and City Council would like to readopt the Percent-for-Arts Allocation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PARK CITY, UTAH, THAT:

1. The City Council shall appropriate one percent of the cost of Capital Facility Projects to be spent to acquire and integrate public art at city facilities.

2. For the purposes of this section, Capital Facility Projects include any city-funded capital project for new or remodeled facilities where the budget is or exceeds one million dollars. Capital Facility Projects do not include land acquisition costs or infrastructure maintenance projects, such as annual streets, trails, technology, parks, public utility maintenance, or environmental remediation.

3. The funding allocation should be used primarily for art at the specific site where the project occurs.

Passed and adopted this 21st day of May, 2026

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Ryan Dickey

Attest:

_____
City Recorder

Approved as to form:

_____
City Attorney's Office

City Council Staff Report

Subject: **Consideration to Approve Ordinance 2026-07, an Ordinance Amending Park City Code Sections 4-1-1 and 4-3-1, and Enacting Sections 4-2-16 Creating Waste Generator Requirements and 6-1-14 to Add Waste Hauler Requirements**
Author: **Luke Cartin and Celia Peterson**
Department: **Sustainability**
Date: **05/21/2026**

Recommendation
Review and consider adopting Ordinance No. 2026-07 to amend Licensing Code Sections 4-1-1 and 4-3-1 and enact Sections 4-2-16 and 6-1-14 to improve recycling and reduce waste in the commercial sector.

Analysis
On June 12, 2025, City Council directed staff to propose code updates that would increase waste diversion and extend the life of the Summit County 3 Mile landfill. On October 16, 2025, staff proposed municipal code updates with new requirements for waste haulers and businesses. Council recommended that staff start outreach early and return with recommendations on stronger enforcement, possible exclusions, and to ensure compliance through business license submittal.

Outreach has included:

- Web page detailing the proposed ordinance at http://www.parkcity.gov/wastereduction
- Feedback survey for waste haulers and self-haulers
- Nine information sessions for businesses and waste haulers, both in-person and virtual
- Multiple meetings with key stakeholders including Historic Park City Alliance (HPCA), Recycle Utah, Green Business Program, and additional property association presidents and businesses
- Newsletter items including the Park City Chamber, Green Business Program, HPCA member email, Park City Municipal Monthly, and Park City Brief
- Feedback on application form for hauler authorization
- Coordination with Finance Department to add business license application requirements for businesses to provide information on how they handle their trash and recycling.

From this outreach, staff have learned that current waste haulers have the means necessary to provide regular reports on waste amounts hauled. Staff also learned that many businesses have some confusion regarding who pays for their trash and recycling, and whether they are required to pay for recycling.

As previously proposed, the ordinance (Exhibit A) will be twofold, impacting 1) waste and recycling haulers and 2) local businesses.

Authorized hauler requirements: The proposed code would create requirements for waste haulers similar to what is required for haulers in Salt Lake City. It requires waste and recycling haulers to:

- Register with Park City
- Identify what materials they haul, how much is hauled, and where it is hauled
- Properly label bins serviced by the hauler with their company name and which materials go in the bin (example: "*Cardboard Only"* written on a cardboard bin)
- Report on monthly total weights hauled on an annual basis.

Commercial business requirements:

- The code mandates that businesses classified as "Waste Generators" have proof of active waste and recycling services. There are three potential pathways of compliance, and a business could use a combination of these options to comply with business license application or renewal:
  - Have active accounts directly with authorized hauler(s) for their trash and recycling accounts.
  - Be a member of a Master association (such as Prospector Square Property Owners Association). This organization must provide proof of active waste and/or recycling for their members.
  - Self Haul: Businesses can self-haul their waste and recycling but must register and comply with the authorized hauler requirements.

Enforcement:

- Proof of active accounts will be required for a business to receive a business license. This proposed code also empowers the City to request proof of waste accounts.

Timing:

- Council recommended that these code updates come into effect in stages. Hauler data collection requirements will begin in July, and the first annual report due by March 2027. The first report will contain only six months of data, July to December 2026.
- Outreach to businesses and other relevant stakeholders will continue throughout the year, shifting focus to businesses and relevant property associations to ensure an understanding of how to fulfill business license renewal requirements in the autumn.

Staff anticipates that this ordinance will have a measurable impact on landfill waste and provide metrics on efficacy of recycling.

Exhibits

A Waste Reduction Ordinance

Ordinance No. 2026-07

AN ORDINANCE AMENDING PARK CITY CODE SECTIONS 4-1-1, LICENSING DEFINITIONS; AND 4-3-1, GENERAL APPLICATION PROCESS - LICENSE APPLICATION; AND ENACTING SECTIONS 4-2-16 AND 6-1-14 TO ADD WASTE HAULER AND GENERATOR REQUIREMENTS

WHEREAS, Park City is committed to environmental stewardship, the preservation of its natural surroundings, and the promotion of a sustainable local economy for the benefit of residents and visitors; and

WHEREAS, the City Council finds that reducing the total amount of solid waste generated and landfilled is a matter of significant public interest, directly impacting public health, environmental quality, and the operational longevity of regional landfill facilities; and

WHEREAS, valuable materials are landfilled that can otherwise be used to create new products instead of harvesting virgin materials; and

WHEREAS, the Summit County Solid Waste Master Plan has identified that a significant portion of materials currently being sent to the landfill are recyclable or otherwise divertible, and has established goals to increase recycling rates county-wide; and

WHEREAS, the commercial business sector, including retail, hospitality, restaurant, and other service industries, is a primary generator of solid waste within Park City and presents a substantial opportunity for increased waste diversion through improved recycling and waste management practices; and

WHEREAS, a standardized approach to commercial waste management is necessary to reduce waste, and voluntary measures alone have been insufficient to capture the full potential for recycling and landfill diversion in the commercial sector; and

WHEREAS, non-standardized labeling for consumer-facing recycling bins leads to contamination and confusion. Guidelines, templates and best practices for recycling will be available from the City; and

WHEREAS, requiring commercial waste generators to create a waste plan, including proof of services with authorized haulers for both trash and recycling, is a reasonable and necessary step to ensure that all businesses actively participate in and plan for effective waste reduction and landfill diversion; and

WHEREAS, the regular reporting of waste data, including amounts hauled, is critical for the City to accurately track progress toward diversion goals, identify areas for improvement, and formulate effective waste management policies; and

WHEREAS, the implementation of a fair and consistent enforcement mechanism is a necessary component of this ordinance to address non-compliance, deter poor recycling behaviors such as contamination, and ensure that all parties subject to this ordinance are held to the same standards; and

WHEREAS, the City Council finds that the regulations set forth in this ordinance are a logical and necessary extension of the City's existing environmental programs and are vital to creating a more sustainable and resilient community.

BE IT ORDAINED BY THE CITY COUNCIL OF PARK CITY, UTAH, THAT:

Sections 4-1-1 and 4-3-1 of the Park City Code are amended and Sections 4-2-16 and 6-1-14 are enacted to read as outlined in Exhibit A. The amendments to Section 4-1-1 and Section 6-1-14 shall become effective July 1, 2026, and Section 4-2-16 and the amendments to section 4-3-1 shall become effective upon business license renewal or application starting September 1, 2026.

PASSED AND ADOPTED this 21st day of May, 2026.

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Ryan Dickey

Attest:

_____

Michelle Kellogg, City Recorder

Approved as to form:

_____

City Attorney's Office

Exhibit A

Park City Municipal Code

Title 4: Licensing

4-1-1: Definitions

. . . .

WASTE PLAN. A plan for trash and Recycling, as defined in Section 6-1-14, that includes the requirements in section 4-2-16.

WASTE GENERATOR. A business that produces waste from a physical address in Park City. Notwithstanding the foregoing, a home-based business that exclusively uses the Summit County residential curb-side service is not a Waste Generator for purposes of this Code.

. . . .

4-2-16 Waste Generator Requirements.

All Waste Generators must separate trash and Recycling for disposal and have active trash and Recycling accounts with Authorized Haulers and/or be Self-Haulers, as defined in Section 6-1-14.

A. Waste Generators must create a Waste Plan for both trash and Recycling that includes:
    1. Accounts with and names of Authorized Haulers, master associations, landlords, or Self Hauler information, including information about all trash and Recycling Waste Hauling Service, as defined in 6-1-14, providers and frequency of services.
    2. A designated area or designated areas for trash and Recycling, that are accessible for pick up by an Authorized Hauler. All trash and Recycling shall be placed for collection in covered collection containers conforming to the requirements in Section 6-1-14.

B. If a Waste Generator chooses to be a Self-Hauler, it must register as an Authorized Hauler pursuant to Section 6-1-14.

C. Waste Generators must have properly labeled trash and Recycling containers.

D. Waste Generators must ensure that trash and Recycling service agreements and Waste Plans are available on reasonable notice of two weeks for inspection by the City at the principal location of the Waste Generator during normal business hours.

4-3-1 License Application

A. **Application With Inspection.** All Business license applications with a physical location within City limits require a passed Business License Inspection from the Building Department to ensure life safety standards, proper measurements for fee calculation, and Code compliance.

1. A Business License Inspection will only be scheduled if:
    a. A Certificate of Occupancy has been issued by the Building Department;
    b. A Letter of Completion has been issued by the Building Department; or
    c. There is already an existing licensed Business occupying the space and a building permit is not required to accommodate the new Business.
2. Applications for Business licenses shall be made in writing to ~~the Finance Manager~~ Business Licensing ~~or his/her designee~~. Each application shall include the:
    a. Name of the applicant and DBA, if applicable;
    b. Location and contact information of the Business;
    c. Date of application;
    d. Payment of the applicable License Fee and tax, based on the information recorded on the Business License Inspection or previous Business License at that location if within the HRC or HCB Districts as defined in the Land Management Code; or estimated amount if undergoing significant construction or tenant improvements;
    e. Name and contact information of the local Business agent who is authorized to receive service of process and any communication regarding applicant's license, if applicable;
    f. Federal entity identification number;
    g. State sales tax reporting number, if applicable;
    h. Copy of the Business License Inspection report showing passed;
    i. State contractor's license number, if applicable;
    j. State real estate broker's license number, if applicable;

k. A Waste Generator must provide at least one of the following for both trash and Recycling:

i. Account information with an Authorized Hauler or Authorized Haulers as defined in Section 6-1-14 and required in Section 4-2-16, including business account numbers;
ii. A letter from a business HOA, property manager, or other collective entity that lists all Authorized Haulers serving the entity and demonstrates that the Waste Generator can use the entity's trash and/or Recycling facilities serviced by Authorized Haulers, as applicable and as defined in Section 6-1-14; or
iii. Certification of compliance with Authorized Hauler requirements for trash and Recycling as a Self-Hauler.

l. Other information, as needed, for the purpose of guidance of the Finance Manager in issuing the license.

B. **Applications Without an Inspection.** If the Business is a Conventional Chain Business located within a Storefront Property in the HRC or HCB Districts, the applicant may apply for a Business license without an inspection only if the applicant provides a letter of intent agreement between the landlord and tenant with monetary or other proprietary terms redacted if necessary.
   1. The applicant will be notified in writing within ten business days of affirmation or denial of the application.
   2. Within one hundred and twenty (120) days from the day of application a signed lease or memorandum of lease must be submitted to Finance with monetary or other proprietary terms redacted if necessary or the application shall be denied.
   3. The Business license application will be denied after 180 days from application unless the applicant has submitted and paid for a building permit.
   4. The Business license application shall be deemed denied if it is pending more than twenty-four (24) months from application date.
   5. Any denial can be appealed pursuant to Section 4-3-15.
   6. Prior to the license being issued, the applicant must provide a Passed Business License Inspection report to the Finance Department. The Finance Department will recalculate the License Fees based on the final Square Footage and either issue a refund or collect additional fees and issue the License.
C. **Subsequent Changes.** Any change in the above information furnished by the applicant shall be forwarded in writing, within ten (10) days of the change, to the

Finance Manager or his/her designee. License application forms shall be prepared and kept on file by the Finance Department.

HISTORY
Repealed & Reenacted by Ord. 2017-51 on 10/5/2017
Amended by Ord. 2017-56 on 10/24/2017
Amended by Ord. 2019-17 on 4/18/2019

Title 6 Health; Nuisance Abatement; Noise

Chapter 1 Abatement of Garbage and Other Deleterious Material

Section 6-1-14: Authorized Hauler Requirements

A. **Definitions.**
   1. **AUTHORIZED HAULER**. Any waste hauler who has registered and been approved by the City to provide Self-Hauler or Waste Hauling Services within City boundaries.
   2. **MATERIAL RECOVERY**. The process of collecting, sorting, and reprocessing waste materials, including Recycling. It diverts waste from landfills and reduces reliance on raw resources.
   3. **RECYCLING.** Any waste stream capable of being separated for material recovery and not sent to a landfill, including cardboard, glass, metals, plastic, green waste, and food waste.
   4. **SELF-HAULER.** A Waste Generator, as defined in Section 4-1-1, that hauls its own trash or Recycling and does not provide Waste Hauling Services as a primary business function.
   5. **WASTE HAULING SERVICES**. Businesses that collect, transport, and dispose of trash or Recycling as a primary business function.

B. **Waste Hauler Authorization Requirements.** Only Authorized Haulers may provide Waste Hauling Services within City boundaries. If a Waste Generator, as defined in Section 4-1-1, is a Self Hauler, it must be registered as an Authorized Hauler.
   1. Authorized Haulers must:
      a. Register with and receive approval from the Sustainability Department.
      b. Deliver materials that have been separated for Recycling to facilities that divert more than fifty percent, by weight, of incoming material from a landfill.
      c. Maintain copies of service agreements or receipts that show proper delivery of diverted items to appropriate facilities. Such documents must be available for inspection by the City at the Authorized Hauler's place of business during normal business hours and must be maintained for not less than three years.
      d. Collect trash and Recycling from customers within the City in a timely manner that maintains a clean environment.
      e. Provide containers and collection methods for trash and Recycling, as applicable, that comply with Park City Code Chapter 6-1 and Summit County health regulations.
      f. Provide appropriate signage for all containers that clearly identifies which containers are serviced by the Authorized Hauler and what materials go

in each container. Signage shall be aligned with City guidance to promote best practices for reducing contamination and improving diversion rates.

g. Provide annual reports for the preceding calendar year by March 1 to the Sustainability Department identifying, at a minimum, the following information:
   (1) The total monthly volumes or weights of trash and Recycling hauled during the previous year, the names and locations of the facilities where the materials were hauled to, and the percentage of total material received by the Recycling facilities reported to be diverted from a solid waste landfill or incinerator.
   (2) Information about noncompliance by Waste Generators, including contamination and approximate amount of material disposed of as refuse because of contamination.

2. Upon request, Authorized Haulers shall provide to the City a list of names and addresses of customers and services provided and any additional information required to determine compliance with this Chapter and to calculate waste diversion data for Park City.
3. Authorized Haulers may assess a contamination fee to businesses it hauls for if contamination becomes an issue that causes sorted materials to be taken to the landfill.
4. Failure to comply with any of these requirements may lead to revocation of Authorized Hauler status. Past non-compliance will be grounds for denial of Authorized Hauler status.

C. **Enforcement.** The Chief Building Official or their designee(s) shall have the primary responsibility for enforcement of this Section. If the Chief Building Official determines that a violation of this Section has occurred, they shall issue a written warning to the Authorized Hauler that a violation has occurred. Subsequent violations of this Section shall be subject to a civil fee of five hundred dollars.

City Council Staff Report

Subject: 2026 Kimball Arts Festival Supplemental Plan and Level Five Special Event Permit Approval
Author: Aaron Archie
Department: Special Events
Date: May 21, 2026

Recommendation

Receive public input and consider approving the proposed 2026 Park City Kimball Arts Festival (Festival) Supplemental Plan (**Exhibit A**) and Level Five Special Event Permit (**Exhibit B**), based upon findings that the Festival is operating consistently with the City Services Agreement (CSA) and Park City Code § 4A.

Executive Summary

The Kimball Art Center (KAC), a long-standing local nonprofit organization, hosts the annual Festival as its primary fundraising event to sustain low- or no-cost youth programs and free year-round exhibitions.

Per sections 1.2 and 2.1 of the CSA, the KAC is required to present any supplemental plan changes annually. This report outlines their proposed modifications, updates from City Operations, and revised estimates for the City Services fees. The KAC will return to the City Council for a Festival debrief on October 22, 2026.

Analysis

We recommend approving the 2026 Festival Supplemental Plan based on findings that the KAC operates consistently with the CSA. Exhibit C includes a full event analysis and operational details. Changes are outlined below.

The Festival has a long and successful history. On May 25, 2023 (report p. 205 / minutes p. 9), the City Council approved a five-year agreement for the Festival (2024 to 2028). The new Agreement, as amended in 2024, includes the following terms:

- Venue Use Areas: Understanding the possibility of significant development projects in the future, the City supports ongoing Festival operations during such projects and acknowledges that it will work with KAC to find alternative off-site parking with transit options when necessary.
- Festival Hours: Festival Hours will remain the same – Friday from 5:00 to 9:00 p.m., Saturday from 10:00 a.m. to 8:00 p.m.* (with recommended Spirit Garden extension until 9:00 p.m., see below), and Sunday from 10:00 a.m. to 6:00 p.m.
- Demonstrated Measures of Success: KAC pledged to:
    - Maintain a minimum of 10 artists from the Wasatch Back;
    - Continue to improve the Emerging Artist Program to support artists in the beginning stages of their careers and break down financial and social barriers surrounding participation;

    - Continue to offer free Festival admission to Summit County residents on Friday night. This includes extending local free admission to Main Street employees regardless of Summit County residency;
    - Continue developing programs that target organizations and underserved populations in Summit County; and
    - Make ongoing efforts to translate all materials into Spanish.
- Transportation:
    - Clearly outline all parking use areas that are vital for Festival operations. This includes use of the Flagpole lot, Bob Wells Plaza, the southside of China Bridge, and public parking along Swede Alley, Main Street, a portion of Park Avenue, and the Brew Pub lot; and
    - KAC will promote public transportation to the Festival and host a bike valet each event day.
- Environmental Impacts: The KAC will minimize the Festival's carbon footprint, including:
    - Reporting and tracking waste diversion rates for landfill waste, mixed recycling, glass, and compost by pounds; and
    - Providing a plan to increase and report its diversion rate annually compared to the previous two years.
- Event / Economic Impact Survey: The KAC will conduct a third-party survey regarding attendance and spending demographics. The City outlined metrics for special event reporting, including attendance, changeover, total attendance, local (Wasatch Back) attendance, annual survey sentiment regarding event support, and City funding.
- Dining Decks: The KAC will not charge restaurants to keep dining decks on the street during the Festival.
- Funding: The KAC shall be entitled to a waiver of City fees, which may not exceed $180,000 annually. The KAC is responsible for additional City costs that exceed $180,000. There are no cash payments to be made to the KAC.

KAC Requests:
Spirit Garden:
As approved for the 2025 Festival (May 22, 2025, report p. 203/ minutes p. 12), the KAC is requesting the extension of Spirit Garden hours to 9:00 p.m. on the Festival Saturday (one hour after the Festival closes at 8:00 p.m.) to promote extended visitation on Main Street. Artists' booths will close at 8:00 p.m. Festival admission will not be charged after that time.

Per the CSA, Park City and the KAC will evaluate the extended hours annually, taking into account performance outcomes and feedback from the Historic Park City Alliance (HPCA) and the public as part of the Supplemental Plan review.

We recommend approving the requested extension of Spirit Garden hours and adjusting the noise variance until 9:00 p.m. (set at 75 decibels). Previous instances of this

extension have resulted in increased vibrancy and economic activity. The only operational impact anticipated as a result of this request is an additional four hours for Public Safety staffing, at an estimated cost of $400.

Meridian Barriers:
The KAC is requesting the use of Meridian Barricades for the vulnerable entrance / exit areas to the Festival venue. In 2025, the City used large dump-trucks to block off any vehicular access at the South entrance to the venue. While effective as a barricade, these vehicles can seem imposing in relation to the other temporary Festival structures in place on the street.

Public Safety & Special Events have been able to procure Meridian barricades for other similar Special Events with Main Street closures, and they will attempt to procure those for the Festival this year as well.

Venue Site Map:
A detailed site map can be found in **Exhibit A** (APPENDIX C: Festival Site Plan 2026, p. 20). Following the site plan adopted in 2024, this site map includes changes to the booth layout to accommodate dining decks and the required fire lane. The KAC will continue to work with the City and make any necessary changes to the booth layout as needed for operations. Minor changes to the site map include:

- To enhance attendee experience at the Festival, the KAC is investing in new wayfinding signage for the 2026 Festival. This includes redesigned tent back banners that include a large print festival map and a four-sided pillar (6'x3') in the Heber Ave and Main Street intersection that will have a Festival map, an artist list, and Festival programming information. These signs are designed to be reusable for subsequent festivals, reducing single-festival use and waste.
- The Young Artist Academy (YAA) tent will join the Clay Studio booth at the Miner's Park for 2026. This will centralize all student art tents in the Studio on Main area in the Miner's Park. These booths give local students a chance to showcase their artwork in a prime Festival location on Main Street while gaining an educational opportunity to learn the inner workings of an Arts Festival. Proceeds from art sales will go to the individual artist, with a percentage benefiting the KAC to help cover the booth's operational costs.

Festival Operations and Programming:

- The KAC began using ACME ticketing software for the 2025 festival. The ticket sales are now linked to their CRM system, creating more efficient communications with attendees and donors. Based on user feedback from the 2025 Festival Local's Night ticket purchasing, KAC will be making a minor systemic change to the Local's Night ticket option to make it more easily accessible for purchasers.
- The KAC will link programming from their summer exhibition, (Re)sounding, to the Festival. On view at the KAC from May 15th through September 13th, Re(sounding) explores sound as a dynamic subject and material. KAC staff is

working on programming that incorporates the exhibition themes and artists into Festival activities.

City Operations:
Parking:
The Parking and Special Event Departments recommend event parking rates for the Festival remain the same as in 2025 ($9/hr., with a max of $40/day). At existing levels, this pricing is high enough to keep transit options appealing, but low enough to leave room for future price increases.

Transit:
PC Transit has increased public transit express routes, with a bus lane on Deer Valley Drive, during Festival hours:

- **Richardson Flat:** free parking with free transit to/from Old Town with 10-minute frequency during event hours.
- **Park City School District (Kearns Blvd.) & Park City Mountain Resort:** free parking with free transit to/from Old Town.

Emergency Access:
The Festival will continue to use the site plan adopted in 2024, when the KAC worked closely with the Park City Fire Marshal and the Park City Fire District (PCFD) to address fire lane requirements on Main Street. The resulting plan ensures emergency access for PCFD while maintaining layout flexibility for Festival booths.

Fire Code:
The KAC staff is working with the City's Building department, Fire Marshal, and Special Events department to ensure all artist, vendor, and Festival programming tents comply with current fire safety regulations, including International Fire Code Section 3104.2, which requires all tents and accessories to comply with NFPA 701 Test Method 2. The KAC has created an online form for artists and vendors to submit their tent documentation, and they are working with the Building department to create a day-of plan for on-site inspections.

Funding

Per the CSA, the KAC shall be entitled to a waiver of City service fees, which may not exceed $180,000 annually. The KAC is responsible for additional City costs that exceed $180,000. However, we do not expect fees to exceed $180,000 this year. The 2026 funding for City services associated with the Festival comes from the General Fund and is estimated at $170,593 (**Exhibit C**).

Exhibits

A 2026 Arts Festival Supplemental Plan
B Draft Special Event Permit
C Analysis of the 2026 Arts Festival

KIMBALL ART CENTER

KIMBALL ARTS FESTIVAL

Park City Kimball Arts Festival

2026 Supplemental Plan

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KIMBALL ART CENTER

Summary of Changes in 2026

- The Park City Kimball Arts Festival will continue to use the site plan adopted in 2024. This site plan includes changes to the booth layout to accommodate dining decks and the agreed upon fire lane. KAC will continue to work with PCMC and make any necessary changes to the booth layout as needed for operations. See APPENDIX C: Park City Kimball Arts Festival Site Plan 2026 (pg. 19) for a detailed site map.
- While the general site plan will remain the same, the Kimball Art Center has decided to rearrange a few booths to better accommodate festival programming and elevate the attendee experience.
    - The info tent will move to the NE corner of Heber Ave. We will add an additional KAC tent next to the info tent for merchandise sales. The separation of the info tent and the festival merchandise will allow KAC to appropriately train volunteers and staff in each booth and will help the attendees easily access the information they need. The previous info tent location in the middle of the intersection will be filled with a sponsor tent.
    - The Young Artist Academy (YAA) tent will be moved from Heber Ave to Miner's Park. This will centralize all student art tents in the Studio on Main area in Miner's Park (YAA and Clay Studio students). Proceeds from art sales will go to the individual artist with a percentage benefitting the Kimball Art Center to help cover the booths' operational costs.
- In addition to the above changes, the Kimball Arts Center staff is working with Top Shelf and our alcohol sponsors to invigorate the bar and food vendor area in the brew pub lot. Instead of one main bar station, KAC is working with our partners to have multiple tents dedicated to each brand, allowing them to showcase their craft and story. Each partner tent will feature unique craft cocktails and tastings. Kimball Art Center also plans to tent the majority of the seating area space to offer more shade for attendees.
- In an effort to extend vibrancy on Main Street on Saturday night, Kimball Art Center is again asking to extend music programming and bar operations at the Spirit Garden on Heber Ave until 9pm. The rest of the festival's operations, including admission gates, artist booths, educational activities, and all additional food and drink vendors will still close at 8pm.
- To enhance attendee experience at the festival, the Kimball Art Center is investing in new wayfinding signage for the 2026 festival. This includes redesigned tent back banners that include a large print festival map and a four-sided pillar (6'x3') in the Heber Ave and Main Street intersection that will have a festival map, an artist list, and festival programming information. These signs are designed to be reusable for subsequent festivals, reducing single-festival use and waste.
- In response to feedback on last year's Locals' Night ticket registration process, the Kimball Art Center is working with ACME and our web designer to create a smoother process. Instead of asking locals to use a coupon code system, locals will be prompted to enter their Summit County address to access the Locals' Night ticket page. Once a valid Summit County address is entered, locals will be able to register for their free ticket(s). This new process has less steps for the user while still giving KAC the zip code data needed for grant reporting.
- Kimball Art Center staff is working with PCMC's building department, fire marshal, and special events department to ensure all artist, vendor, and festival programming tents comply with the new fire safety regulations. KAC has created an online form for artists and vendors to submit their tent documentation and are working with the building department to create a plan for on-site inspections.
- Kimball Art Center is excited to link programming from our summer exhibition, *(Re)sounding*, to the festival on Main Street. On view at the Kimball Art Center from May 15th through September 13th,

KIMBALL ART CENTER

(Re)sounding explores sound as a dynamic subject and material; an undercurrent of daily life that is ephemeral yet lingering, invisible yet three-dimensional, and personal yet inescapably social and political. KAC staff is working on programming that incorporates the exhibition themes and artists into festival activities.

KIMBALL ART CENTER

About Kimball Art Center

Kimball Art Center (KAC) inspires and connects our community through art. We strive to be a creative influence in Park City, bringing people together to experience exhibitions, participate in educational programs, and share in the artistic process. At KAC, we value creativity, curiosity, collaboration, and diversity. All of our programs operate on the belief that the arts sustain vibrant communities, challenge assumptions, celebrate multiple perspectives, and foster positive social change.

KAC has worked hard to reimagine, deepen, and expand its vision to reflect contemporary social dialogues and meet the needs of our community. Guided by a fresh outlook, we will continue to inspire and connect through art, while curating world-class exhibitions and expanding the accessibility of our offerings. Our goal is to steward dynamic and inclusive spaces throughout the organization that reflect the diversity of our community and the full range of social issues that impact our friends, neighbors, and visitors. We want everyone to feel represented by our programs and welcome in our galleries and classrooms.

Consistent with our mission to make the arts accessible to everyone, KAC's studios host over 300 art classes each year across a variety of media and skill levels—from beginners to experts, and from toddlers to seniors. Not only does Kimball Art Center reach thousands of students each year through our classes and programs, we also offer educator nights for art teachers and peer-to-peer critique nights. Moreover, partnerships with local organizations such as the National Ability Center, Swaner EcoCenter, Park City Library, Basin Recreation, Park City Senior Center, Park City Education Foundation, and Connect Summit County help us extend the reach and accessibility of our programs.

For children in Kindergarten through 12th grade, KAC is at the heart of art education in Park City public schools. Our Elementary Visual Arts (E.V.A.) Program, for example, has provided thousands of local elementary students regular access to a visual art program. This is critical because we know that arts education builds confidence and social skills, develops creative problem-solving abilities, improves test scores in core subjects, and fosters imagination, compassion, and emotional intelligence. For adults, KAC offers one-day and multi-week workshops in diverse media (painting, glass, clay, photography, and more), and open studio time, which helps to create a supportive artistic community within our studios. Additionally, we offer drop-in adult and youth classes in painting, figure drawing, and ceramics throughout the week, which are accessible to visiting families.

Kimball Art Center also supports the creative community through our exhibition program, which brings nationally recognized shows to our galleries throughout the year. Each exhibition is thoughtfully curated and carefully executed to cultivate curiosity and engender critical thinking in an inclusive environment. Exhibitions showcase multivocality: emerging and established local, national, and international artists who work in diverse media and explore diverse perspectives on contemporary ideas. Programs and interactive elements accompanying the exhibitions offer meaningful educational experiences for visitors, helping them find connections between their lives and the artwork on display.

The kind of programming KAC offers is indispensable in our community, yet not found elsewhere. Park City has a range of commercial galleries and ticketed art events, but Kimball Art Center strives to offer exhibitions and programs that are low cost or free to the public and designed to inspire and connect. Thought-provoking, accessible programs, like ours, spark new conversations and offer meaningful insight into the diversity of everyday experience in our world. Meanwhile, our partnerships with other local and regional nonprofit organizations strengthen Kimball Art Center's programs and extend their reach.

About the Park City Kimball Arts Festival

While building a dynamic community of artists and art enthusiasts in our galleries and studios, Kimball Art Center also invites audiences to gather around community events that foster a communal sense of joy, social engagement, and local economic opportunity. Each year, the highly regarded Park City Kimball Arts Festival showcases the work of jury-selected artists from around the country, attracts thousands of visitors to Park City, and brings employment, tax revenue, and increased business sales to the community. Now in its 57th year, this three-day open-air celebration of the arts is considered one of Park City's signature events.

In 1969, a group of local Park City artists came together to launch an open-air arts festival on historic Main Street. Their aim was to imbue Park City – already a bustling ski resort during the winter – with cultural offerings in the summer months. Inspired by the artists' creative energy, local philanthropist Bill Kimball decided to expand upon their efforts by creating Kimball Art Center, a permanent home for the visual arts in Park City.

Under guidance and management of Kimball Art Center and a longstanding partnership with Park City Municipal Corporation, the Park City Kimball Arts Festival – true to the spirit of its founders – has established itself as one of Utah's leading cultural events, attracting thousands visitors annually, and garnering national attention for the artists whose works are displayed.

Today, the Park City Kimball Arts Festival receives more than 1,200 artist applications to the festival annually. Applicants are reviewed by a blind jury and approximately 190 artists are invited to participate.

Funds raised from the event directly support:

- o Scholarships for low-income children to participate in art classes and camps
- o Art education and curriculum in public schools
- o After-school art programs in area elementary schools
- o Hands-on instructions for teenagers dedicated to the study and practice of the visual arts
- o Cross-curriculum lesson plans integrating art into core subjects
- o Access to free and thought-provoking exhibitions

Community Focus

To honor the Park City Kimball Arts Festival's local, grassroot founders, Kimball Art Center focuses on producing a festival that gives back to our community both financially, culturally, and energetically. Funds raised from the Park City Kimball Arts Festival directly impact the Park City community through arts education, additional tax revenue, and increased sales at local businesses. In addition to the financial benefits, the Arts Festival offers a cultural experience for Park City locals and its visitors.

Locals Night

Kimball Art Center continues to thank our Summit County locals by providing free festival admission for the opening night to all Summit County residents. Since 2023, KAC is opening up Locals Night to include all Main Street employees regardless of their residency.

Local Artists

In an effort to export great art as well as import it, Kimball Art Center values the participation of our local artist community in the Park City Kimball Arts Festival. Each year, we reserve spaces on Main Street for artists from the Wasatch Back, regardless of jury scores. This year, we will have a minimum of 10 participating artists whose primary residence is in Summit or Wasatch county.

Kimball Art Center will give local artists a special call-out on the festival map and present a Best In Show - Local Artist award on Saturday evening. The winner will receive a Best in Show banner to display in their booth for the remainder of the festival and future festivals, automatic acceptance to the 2027 arts festival, and additional media recognition.

T-Shirt Design Contest

Each year the Kimball Art Center hosts a t-shirt design contest open to Utah based artists. KAC asks for submissions that illustrate the importance of the Park City and arts communities as well as incorporate the name of the festival, festival dates or annual year, and the festival location. The design will be used on staff and volunteer t-shirts, merchandise, and SWAG items. To enter, artists must email their designs to artsfest@kimballartcenter.org by May 22, 2026. The winning design will be announced on June 15th and the artist will receive a $500 honorarium, 2 merchandise items with the printed design, and media recognition. More information and the full RFD is available on the festival website.

Event Schedule (See APPENDIX A: Park City Kimball Arts Festival Operations Schedule)

	Date	Day	Start	Finish
Arts Festival	August 7	Friday	5:00 PM	9:00 PM
Arts Festival	August 8	Saturday	10:00 AM	8:00 PM
Arts Festival	August 9	Sunday	10:00 AM	6:00 PM

Admission

Attendees can purchase tickets online prior to the festival and day-of at the gates. All sales will be processed through ACME software. ACME will assist in contact tracing should the need arise and will also allow attendees to receive updates via email. Additional donations will be taken at the gates via a QR code and cash donation buckets.

Festival Leadership Team

	Title	Phone	Email
Hillary Gilson	Arts Festival Director	609-405-1254	Hillary.Gilson@kimballartcenter.org
John Stevenson	Operations Manager	435-901-1882	John.Stevenson@kimballartcenter.org
Alex Regenold	Communications Director	303-408-2534	Alex.Regenold@kimballartcenter.org
Lacey Cole-Rae	Development Director	801-803-9041	Lacey.Cole-Rae@kimballartcenter.org
Aldy Milliken	Executive Director	502-599-3213	Aldy.Milliken@kimballartcenter.org

Park City Kimball Arts Festival Event Offices and Lounges

Event Operations Compound: Bob Wells Plaza
VIP Lounge: Kimball Terrace, 675 Main Street
Volunteer Lounge: TBD
Artist Lounges: TBD
Staff Offices: TBD

Parking/Transportation (See APPENDIX B: Park City Kimball Arts Festival Public Parking Summary 2026)

Parking operations are divided into artist/Kimball Art Center staff parking and public parking. All artist/staff parking lots are manned by Festival staff to ensure efficient parking and to monitor numbers. Paid public parking in China Bridge is managed by PCMC.

Free public parking lots are located at Park City High School/Treasure Mtn Jr High and Park City Mountain Resort. These lots are serviced by Park City Transit and High Valley Transit free bus service. Potential restrictions are to be determined based on summer operations and construction projects at each location.

Kimball Art Center encourages all Festival attendees to take advantage of this convenient mode of transportation. Walking or biking to the event is also promoted and ***a complementary bike valet is provided at 7th Street by the Park City Mountain Bike Team****. Kimball Art Center actively discourages attendees from driving a personal vehicle and attempting to park near the Festival.*

The Park City Kimball Arts Festival is a fully accessible event. All of our parking areas provide accessible parking. *In addition, we provide complimentary Festival golf cart shuttles to those who need assistance during the Festival. Please feel free to contact us with any questions at (435-649-8882).*

Reserved Parking

	Use	Available	Requested
Flagpole Lot – Oversized	Artist	57	57
Galleria Lot – Oversized	Artist	9	9
Historic Wall Lot – Oversized	Artist	60	60
Bob Wells Plaza Parking	Staff	9	9
Old China Bridge L1	Staff	15	15
Old China Bridge L2	Artist	86	86

Old China Bridge L3	Artist	91	91
China Bridge Roof – Oversized	Artist	78	78

Public Parking

	Type	Park & Ride	Parking Cost	Quantity
PCM-Silver King & Main	Public non exclusive use	Yes	Free	200
Ecker Hill Park and Ride	Public	Yes	Free	as per SC
China Bridge, Marsac	Public	No	Set by PCMC	as per PCMC
Park City High & Treasure Mtn Jr High	Public	Yes	Free, available Fri, Sat & Sun	Depends on construction
Sandridge Lots, North & South	Public	Yes	Free	

Transportation & Traffic

Many of the streets in Old Town will only be open to residents with access passes. Resident access passes are distributed annually by PCMC's Special Events Team. These streets will be monitored by police.

The Festival team is working closely with Park City Municipal event staff, Park City Transit, High Valley Transit, Park City Police and satellite parking providers in order to develop a comprehensive traffic, transportation and parking plan.

Park City Kimball Arts Festival Site Plan (See APPENDIX C: Park City Kimball Arts Festival Site Plan 2026)

Artists will set up along Main Street beginning at 4:00am on Friday, August 7th in preparation for opening at 5:00pm. Breakdown of the Festival will begin at 6:01pm on Sunday, August 9th and will conclude by 11:00pm on Main St and by 6:00pm on Monday, August 10th in other areas.

Park City Kimball Arts Festival Operations (See APPENDIX A: Park City Kimball Arts Festival Operations Schedule 2026)

The Park City Kimball Arts Festival requires the collective efforts of all Kimball Art Center staff, temporary Festival employees, interns, PCMC event staff, and hundreds of volunteers. The Festival set and strike is very complex, requiring detailed plans to set-up the artist, vendor, and merchant booths, food trucks, stages, beer gardens, and support services in order to operate within the size and time restrictions of Main Street. Initial set-up for the Arts Festival begins on Monday, August 3rd in off-street locations. This initial set-up should have little to no impact on Main Street. Additional set-up begins on Wednesday, August 5th and strike begins Sunday, August 9th at 6:01pm with Main Street open by 11:00 pm. The entire Festival is cleared by 5pm Monday, August 10th.

Festival Food and Drink

Kimball Art Center is partnering with food vendors to offer concessions and beverages. Attendees will be encouraged to bring their own already filled water bottles and there will be two refill stations available, one at the base of Town Lift and another at Miner's Park. Dog bowls will also be available at each water station. KAC is also working with festival sponsor Coca-Cola to provide canned water at concession trailers in the Brew Pub parking lot and on Heber Ave.

Alcohol will be available at two locations: the Food Truck Roundup, located in the Brew Pub parking lot, and the Spirit Garden, located on Heber Ave. in between Main Street and Park Ave. Top Shelf Services will manage the set-up, strike, staffing, and service for both bar locations.

Food Truck Roundup in Brew Pub Lot

Bar Partners and Footprint:

- 3-5 10'x10' Top Shelf bar tents
- 8'x4' Top Shelf refrigeration trailer
- High West Distillery
- Moab Brewery
- Diageo
- Old Town Cellars

Food Trucks and Vendors to be finalized.

Non-alcoholic Beverages:

- 10'x8' trailer provided by Coca-cola will sell a limited product line of Coca-cola products. The trailer will be staffed by KAC volunteers and staff. All drinks will be packaged in aluminum cans.

- Seltzer water
- Still water
- Sodas, teas, and other soft drinks

Miner's Park

Food and drink vendors to be finalized.

Non-alcoholic Beverages:

- Hydration Station for refilling water bottles.

Post Office Parking Lot

Food and drink vendors to be finalized.

Spirit Garden on Heber

Bar Partners and Footprint:

- 10'x20' Top Shelf bar set-up.
- 8'x4' Top Shelf refrigeration trailer
- High West Distillery
- Diageo
- Moab Brewery
- Old Town Cellars

Food vendors to be finalized.

Non-alcoholic Beverages:

- 10'x8' trailer provided by Coca-cola will sell a limited product line of Coca-cola products. The trailer will be staffed by KAC volunteers and staff. All drinks will be packaged in aluminum cans.
  - Seltzer water
  - Still water
  - Sodas, teas, and other soft drinks

Educational Programming Summary

Kimball Art Center will provide thematic programming for persons of all ages throughout the festival. Programming will tie into KAC's summer exhibition, *(Re)sounding*, on display from May 15th to September 13th. *(Re)sounding* explores sound as a dynamic subject and material; an undercurrent of daily life that is ephemeral yet lingering, invisible yet three-dimensional, and personal yet inescapably social and political.

The *Creation Station* will be located on Heber Ave East and will host activities primarily for youth attendees. *Studio on Main* will be located in Miner's Park and will host wheel throwing for teens and adults and additional programming by local partner non-profits.

Creation Station

- Heber Ave East - All activities are available each day of the festival
  - **Paid Activity 1:** TBD
  - **Paid Activity 2:** TBD
  - **Community Collaboration:** 'Mural' and 'Zine' Printmaking Activity
  - **Scavenger Hunt:** Pick-up scavenger hunt cards at the entry gates. Search for answers throughout the Festival, engage with the art and artists, and turn in the Scavenger Hunt clue card to the *Creation Station* at Heber Ave East in exchange for a prize.

Studio on Main

- Miner's Park - Rotating programming
    - **Friday, August 7th:** TBD programming by partner non-profit
    - **Saturday, August 8th:** Wheel Try It - Watch demonstrations by Kimball Art Center teachers and try your hand at the wheel. *Experimentation is encouraged, pieces created will not be fired
    - **Sunday, August 9th:** TBD programming by partner non-profit

Music Programming Summary

Mountain Town Music (MTM) has partnered with Kimball Art Center to program the Park City Kimball Arts Festival music stages in the Spirit Garden and Food Truck Roundup. KAC and MTM have decided to schedule musical acts that showcase music as a performative art form and highlight different genres of music. Local bands will also be programmed.

Festival Waste & Recycling Plan (See APPENDIX D: Waste & Recycling Plan)

Kimball Art Center will be working with a TBD recycling partner for the 2026 festival. Recycling for the Arts Festival will focus largely on plastic, cardboard, metals, and glass. Landfill waste will be collected by Festival staff or contractor as part of their enhanced daily service.

- Landfill Waste: Kimball Art Center will use the city owned trash receptacles as well as supplemental temporary waste bins, which will be serviced by a contractor hired by the KAC.
- Temporary Food Waste Recycling Stations: Set up at Food Truck Roundup. Food vendors will be educated with Food Waste Recycling requirements and they will be strongly advised to comply with the program.
- Temporary Waste Stations: Kimball Art Center will place temporary waste stations at bathroom and food vendor locations.
- Temporary Recycling Stations: Kimball Art Center will place temporary recycling stations at spirit garden and food vendor locations.
- Temporary dumpsters: Additional dumpsters requested - (2) 30yd temporary dumpsters (1 for recycling) at Historic Wall Lot, (1) 30 yd at Swede Alley Bump Out, and (1) 8yd dumpster at Park and Heber.

Waste and recycling operations will take place during all event hours. Contracted vendors, volunteers & staff will be responsible for monitoring volumes and waste stream classifications.

Recycling and food waste reports will be created after the festival by the recycling partner and Kimball Art Center. All metrics will be reported in pounds for accurate year over year comparisons.

Insurance Requirements for the 2026 Park City Kimball Arts Festival

Liability Insurance Amount:

- General Liability of $2,000,000 per occurrence/ $4,000,000 aggregate.
- $1,000,000/$2,000,000 Liquor liability required.

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- Auto Liability required $2,000,000 per occurrence (owned/non owned – any auto)
- Workers Compensation coverage in the amount of $1,000,000 per accident, $1,000,000 disease each employee, and $1,000,000 disease policy limit.
- (Additional requirement) KAC shall require any hired security to provide commercial general liability, auto liability, and workers compensation coverages with the limits reflected in the section above, which coverages shall include the verbiage listed in the Description of Operations/Special Items Box below.

Description of Operations/Special Items Box must include:

- Park City Municipal Corporation is hereby named an additional insured.
- For any claims related to this permit, the Permittee's insurance coverage shall be primary insurance coverage as respects to PCMC, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by PCMC, its officers, officials, employees, or volunteers shall be excess of the Permittee's insurance and shall not contribute with it.
- The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the Entity for all work performed by the Permittee, its employees, agents and subcontractors.

Certificate Holder:
Park City Municipal Corporation
PO Box 1480
Park City, UT 84060

Please email certificates to the Park City Special Events Coordinator as follows:
Jillian Murillo jmurillo@moreton.com
Chris Phinney chris.phinney@parkcity.org

Any change of these requirements must be approved prior to approval of permit by both the Special Events Coordinator and the City Attorney's Office. Event permits are void until Certificate of Insurance has been provided and accepted as outlined in the conditions of approval on the Special Event.

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APPENDIX A: Park City Kimball Arts Festival Operations Schedule 2026

Day	Date	Action	Start	End	Location	Site Description	Owner	Notes
Monday	8/3/26	Street Booth Marking	6:00	17:00	Main St, side streets		PCKAF	Marking locations for booths on streets, as needed
Monday	8/3/26	Signage install	8:00	17:00	Town Lift Bridge		PCKAF	Banner install on bridge
Monday	8/3/26	Set up KAC offices	8:00	17:00	TBD		PCKAF	
Monday	8/3/26	Street Sweeping OK	8:00	17:00	Main St		PCMC	Ok if needed
Tuesday	8/4/26	Street Booth Marking	6:00	17:00	Main St, side streets		PCKAF	
Tuesday	8/4/26	Ops Prep and Set	8:00	17:00	Off street		PCKAF	Off street prep and set
Tuesday	8/4/26	Street Sweeping OK	8:00	17:00	Main St		PCMC	Ok if needed
Wednesday	8/5/26	Bob Wells Plaza CLOSED	6:00	24 hr	BWP	BWP parking	PCMC	Set-up Ops tent, Closed through Sunday, 23:00
Wednesday	8/5/26	Set Bob Wells Plaza	6:00	17:00	BWP	BWP parking	PCKAF	Set Ops Compound
Wednesday	8/5/26	Street Booth Marking	6:00	17:00	Main St, side streets		PCKAF	As needed
Wednesday	8/5/26	Ops Prep and Set	7:00	17:00	All areas		PCKAF	Off street prep and set
Wednesday	8/5/26	Brew Pub Lot Closed	6:00	24 hr	Brew Pub Lot	South end	PCMC	Stage set-up, vendor load-in, FF&E set
Wednesday	8/5/26	Tent, FF&E Set/Stage	8:00	17:00	Off street		PCKAF	Off street prep and set
Thursday	8/6/26	Street Booth Marking	6:00	17:00	Main St, side streets		PCKAF	As needed
Thursday	8/6/26	Brew Pub Lot Closed	6:00	24 hr	Brew Pub Lot	All	PCMC	Vendor load-in, FF&E, restrooms set
Thursday	8/6/26	Ops Prep and Set	7:00	17:00	All areas		PCKAF	Off street prep and set
Thursday	8/6/26	Tent, FF&E Set/Stage	7:00	17:00	Off street		PCKAF	Off street, BWP, 5th, 7th, etc
Thursday	8/6/26	Stage Ops Trucks, Trailers	7:00	17:00	All areas		PCKAF	Ops trucks and trailers parked in Fest locations
Thursday	8/6/26	Tent, FF&E Set/Stage	7:00	17:00	All areas		PCKAF	FF&E staging on Heber and side streets
Thursday	8/6/26	Tent, FF&E Set/Stage	7:00	17:00	Main St	Reserved parking spaces	PCKAF	Tent, FF&E staging in reserved parking spaces

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Thursday	8/6/26	Signage Installation	7:00	17:00	All areas		PCKAF	Wayfinding, parking, transportation, etc.
Thursday	8/6/26	Remote Parking Lot Set/Stage	7:00	17:00	All areas		PCKAF	DVR, PCHS, PCM
Friday	8/7/26	Main Street CLOSED	3:00	24hr	Main St	All	PCMC	Closed through Sunday, 23:00
Friday	8/7/26	Heber and side streets CLOSED	3:00	24hr	Heber	All side streets	PCMC	Closed through Sunday, 23:00
Friday	8/7/26	Main St Deliveries - Friday only - NO ACCESS TO MAIN	3:00	6:00	Main St	All side streets	PCMC	No deliveries on Main. Walk-In access from Swede only. Can't block traffic on side streets
Friday	8/7/26	Festival Operations	3:00	21:00	All Areas		PCKAF	
Friday	8/7/26	ARTIST EARLY MOVE IN	4:00	7:00	Main St		PCKAF	Per schedule. NORTH BOUND TRAFFIC ONLY
Friday	8/7/26	ARTIST PARKING	3:00	24hr	Swede	CB, FP, GA, HW, BP	PCKAF	Artist Parking in Permit Areas Only
Friday	8/7/26	Trash/Recycling Pick Up Service - NO ACCESS TO MAIN	5:00	8:00	Swede		PCMC	No Trash/Recycling service on Main. Access on Swede only. Can't block traffic
Friday	8/7/26	ARTIST STAGING DEER VALLEY	6:00	16:00	DVR	Lot 5	PCKAF	Artist staging for Move In phase 2 and 3
Friday	8/7/26	ARTIST MOVE IN - phase 2 and 3	7:00	17:00	Main St		PCKAF	Per schedule. NORTH BOUND TRAFFIC ONLY
Friday	8/7/26	Old Town Permit Access	7:00	21:00	Old Town		PCMC	
Friday	8/7/26	Swede Alley Permit Access	7:00	21:00	Swede		PCMC	Reminder for Police coverage of Left turn lane off DVD to Swede
Friday	8/7/26	Public Parking Operations: PCHS	16:00	21:00	PCHS		PCKAF	Construction may affect capacity
Friday	8/7/26	Public Parking Operations: PCM	16:00	21:00	PCM	Silver King, Main	PCKAF	Non exclusive use
Friday	8/7/26	Public Parking Operations: China Bridge	TBD	TBD	China Bridge	MARSAC ENTRANCE ONLY	PCMC	Paid Parking. No public access on Swede Alley - Marsac entrance only
Friday	8/7/26	No Main St Planter Watering			Main St		PCMC	No access for planter watering on Friday. Early access Sat and Sun, if needed.
Friday	8/7/26	PARK CITY KIMBALL ARTS FESTIVAL	17:00	21:00	Main St		PCKAF	PCKAF hours
Saturday	8/8/26	Main Street CLOSED	0:00	24hr	Main St	All	PCMC	Closed through Sunday, 23:00

KIMBALL ART CENTER

Saturday	8/8/26	Heber and side streets CLOSED	0:00	24hr	Heber	All side streets	PCMC	Closed through Sunday, 23:00
Saturday	8/8/26	Swede Alley Delivery Window - NO MAIN ST ACCESS	5:00	9:00	Swede		PCKAF	No deliveries on Main, Heber or side streets
Saturday	8/8/26	Trash/Recycling Pick Up Service - NO ACCESS TO MAIN	5:00	8:00	Swede		PCMC	No Trash/Recycling service on Main. Access on Swede only. Can't block traffic
Saturday	8/8/26	Main Street Planter Watering	5:00	7:00	Main St		PCMC	Early AM plant watering as needed
Saturday	8/8/26	Festival Operations	6:00	20:00	All Areas		PCKAF	
Saturday	8/8/26	Artist Resupply	6:00	8:00	Main St		PCKAF	NO UNAUTHORIZED VEHICLES ALLOWED ON MAIN
Saturday	8/8/26	Old Town Permit Access	8:00	20:00	Old Town		PCMC	
Saturday	8/8/26	Swede Alley Permit Access	8:00	20:00	Swede		PCMC	
Saturday	8/8/26	ARTIST PARKING	24 hr	24hr	Swede	CB, FP, GA, HW, BP	PCKAF	Artist Parking in Permit Areas Only
Saturday	8/8/26	Public Parking Operations: PCHS	9:00	20:00	PCHS		PCKAF	
Saturday	8/8/26	Public Parking Operations: PCM	9:00	20:00	PCM	Silver King, Main	PCKAF	Non-exclusive use
Saturday	8/8/26	Public Parking Operations: China Bridge	9:00	TBD	China Bridge	MARSAC ENTRANCE ONLY	PCMC	Paid Parking. No public access on Swede Alley - Marsac entrance only
Saturday	8/8/26	PARK CITY KIMBALL ARTS FESTIVAL	10:00	20:00	Main St		PCKAF	PCKAF hours
Saturday	8/8/26	Heber Stage and Spirit Garden	20:00	21:00	Heber Ave	Heber stage and spirit garden	PCKAF	1 hour extension for stage and spirit garden only
Sunday	8/9/26	Main Street CLOSED	0:00	23:00	Main St	All	PCMC	Closed through Sunday, 23:00
Sunday	8/9/26	Heber and side streets CLOSED	0:00	23:00	Heber	All side streets	PCMC	Closed through Sunday, 23:00
Sunday	8/9/26	Swede Alley Delivery Window - NO MAIN ST ACCESS	5:00	9:00	Swede		PCKAF	No deliveries on Main, Heber or side streets
Sunday	8/9/26	Trash/Recycling Pick Up Service - NO ACCESS TO MAIN	5:00	8:00	Swede		PCMC	No Trash/Recycling service on Main. Access on Swede only. Can't block traffic
Sunday	8/9/26	Main Street Planter Watering	5:00	7:00	Main St		PCMC	Early AM plant watering as needed

KIMBALL ART CENTER

Sunday	8/9/26	Festival Operations	6:00	18:00	All Areas		PCKAF	
Sunday	8/9/26	Artist Resupply	6:00	8:00	Main St		PCKAF	NO UNAUTHORIZED VEHICLES ALLOWED ON MAIN
Sunday	8/9/26	Old Town Permit Access	8:00	18:00	Old Town		PCMC	
Sunday	8/9/26	Swede Alley Permit Access	8:00	23:00	Swede		PCMC	NO PUBLIC ACCESS TO SWEDE UNTIL 23:00
Sunday	8/9/26	ARTIST PARKING	0:00	23:59	Swede	CB, FP, GA, HW, BP	PCKAF	Artist Parking in Permit Areas Only Until 12 am
Sunday	8/9/26	Public Parking Operations: PCHS	9:00	18:00	PCHS		PCKAF	
Sunday	8/9/26	Public Parking Operations: PCM	9:00	18:00	PCM	Silver King, Main & Canyons	PCKAF	Non-exclusive use
Sunday	8/9/26	Public Parking Operations: China Bridge	9:00	TBD	China Bridge	MARSAC ENTRANCE ONLY	PCMC	Paid Parking. No public access on Swede Alley - Marsac entrance only
Sunday	8/9/26	PARK CITY KIMBALL ARTS FESTIVAL	10:00	18:00	Main St		PCKAF	PCKAF hours
Sunday	8/9/26	ARTIST MOVE OUT	18:00	23:00	Main St		PCKAF	Per schedule. NORTH BOUND TRAFFIC ONLY
Sunday	8/9/26	Festival Operations: STRIKE	18:00	23:00	All Areas		PCKAF	Per Strike schedule
Sunday	8/9/26	Festival Strike: Diamond Rentals	18:00	23:00	All Areas		PCKAF	Per Diamond Strike schedule
Sunday	8/9/26	Swede Alley OPEN	23:00		Swede		PCMC	Keep Swede closed to public until 23:00 for safety reasons
Sunday	8/9/26	Main Street OPEN	23:00		Main St	All	PCMC	
Sunday	8/9/26	Heber and side streets OPEN	23:00		Heber	All side streets	PCMC	
Monday	8/10/26	Standard Delivery Window Open			Main St	All Areas		Resume regular schedule
Monday	8/10/26	Festival Operations: STRIKE	8:00	18:00	All Areas		PCKAF	Per Strike schedule
Monday	8/10/26	Festival Strike: Diamond Rentals	8:00	18:00	Brew Pub	All Areas	PCKAF	Per Diamond Strike schedule
Monday	8/10/26	Festival Operations: STRIKE	8:00	18:00	Brew Pub		PCKAF	Clear items from parking area
Monday	8/10/26	Festival Operations: STRIKE	8:00	18:00	BWP		PCKAF	Bob Wells Plaza Ops Compound

Monday	8/10/26	Festival Strike: Signage	8:00	18:00	Remote Parking Lots	DVR, PCHS, PCM	PCKAF	Pick up equipment in DVR, PCHS, PCM parking lots
Monday	8/10/26	Festival Operations: STRIKE COMPLETE		18:00	All Areas		PCKAF	The End

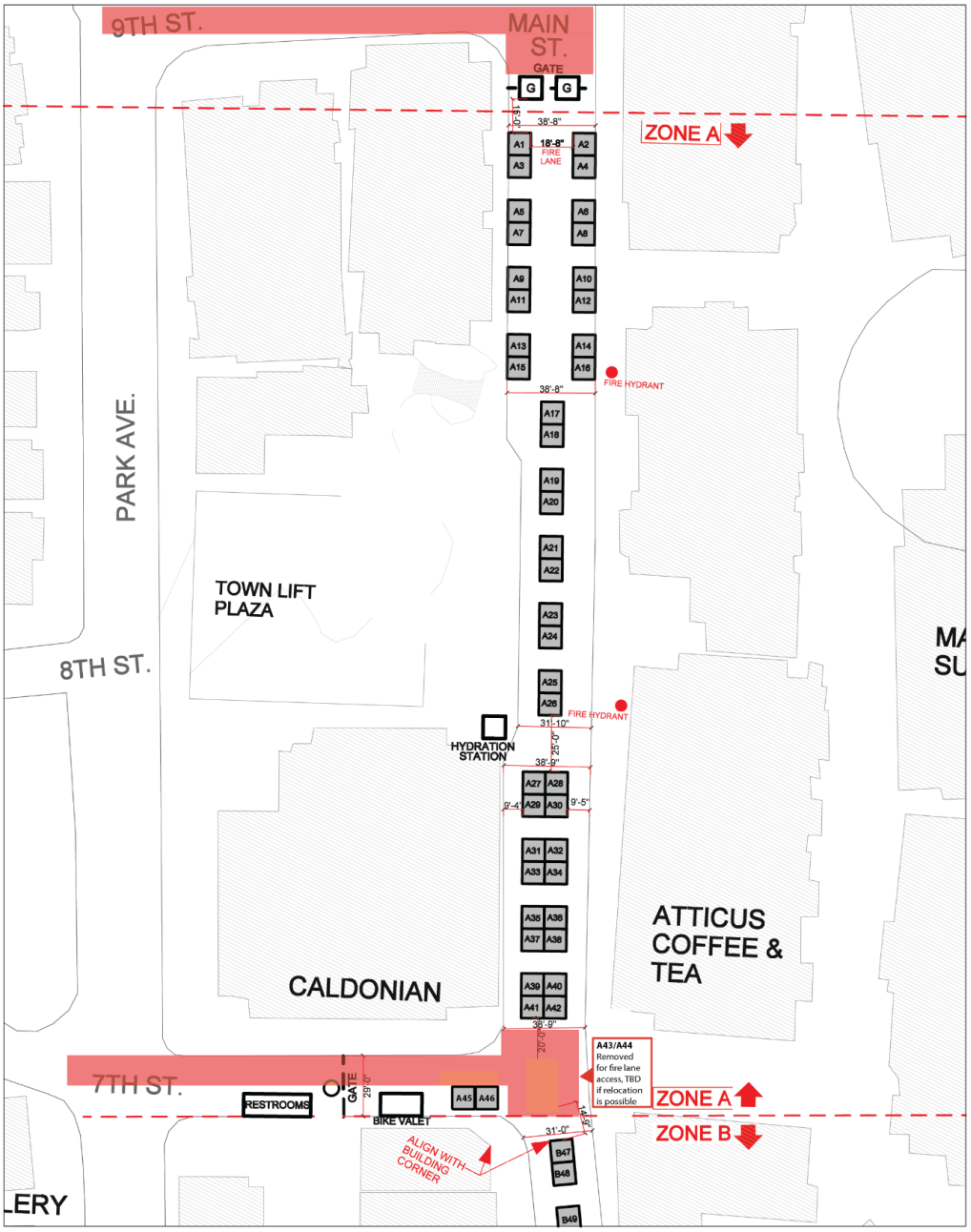
KIMBALL ART CENTER

APPENDIX B: Park City Kimball Arts Festival Public Parking Summary 2026

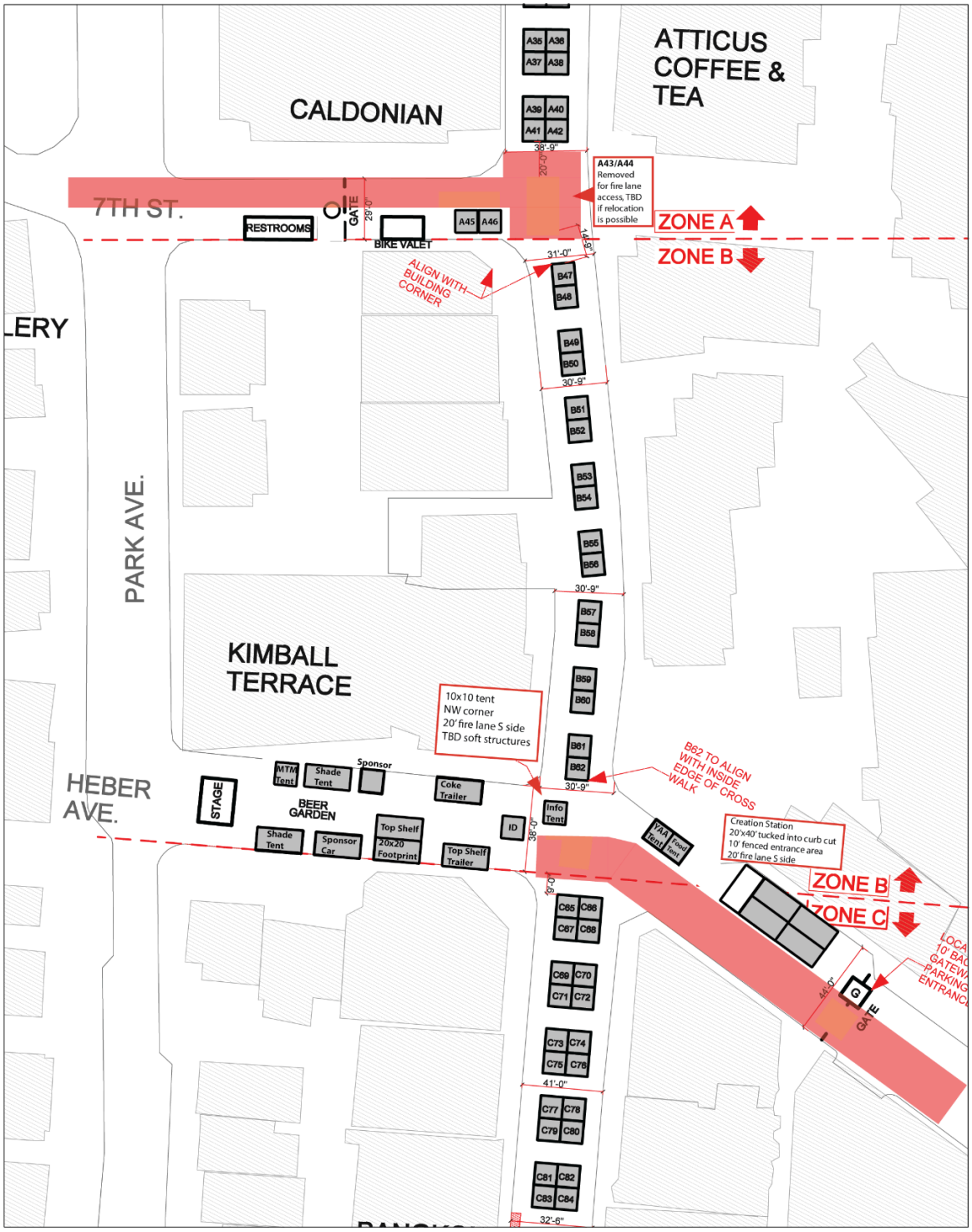
Day	Date	Action	Start	End	Location	Site Description	Owner	Notes
Thursday	8/6/26	Set up remote parking lot; tents, tables,signage	14:00	16:00	DVR	Lot 5	PCKAF	May have to deliver Thr and then set up Fri am
Thursday	8/6/26	Set up remote parking lot; signage	8:00	17:00	PCHS		PCKAF	Set up signage
Thursday	8/6/26	Set up remote parking lot; signage	8:00	17:00	PCM		PCKAF	Set up signage
Friday	8/7/26	Artist staging for set up	6:00	15:00	DVR	Lot 5	PCKAF	No Festival parking
Friday	8/7/26	Arts Festival free parking	16:00	21:00	PCHS		PCKAF	Arts Festival runs from 17:00 to 21:00
Friday	8/7/26	Arts Festival free parking	16:00	21:00	PCM		PCKAF	
Friday	8/7/26	Arts Festival paid parking	8:00	0:00	China Bridge	Marsac Entrance	PCMC	Paid Parking; rate TBD by PCMC
Saturday	8/8/26	Arts Festival free parking	9:00	15:00	DVR	Lot 5	PCKAF	No festival parking after 16:00
Saturday	8/8/26	Arts Festival free parking	9:00	20:00	PCHS		PCKAF	Arts Festival runs from 10:00 to 20:00
Saturday	8/8/26	Arts Festival free parking	9:00	20:00	PCM		PCKAF	
Saturday	8/8/26	Arts Festival paid parking	8:00	0:00	China Bridge	Marsac Entrance	PCMC	Paid Parking; rate TBD by PCMC
Sunday	8/9/26	Arts Festival free parking	9:00	18:00	PCHS		PCKAF	
Sunday	8/9/26	Arts Festival free parking	9:00	18:00	PCM		PCKAF	
Sunday	8/9/26	Arts Festival paid parking	8:00	0:00	China Bridge	Marsac Entrance	PCMC	Paid Parking; rate TBD by PCMC

KIMBALL ART CENTER

APPENDIX C: Park City Kimball Arts Festival Site Plan 2026



KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

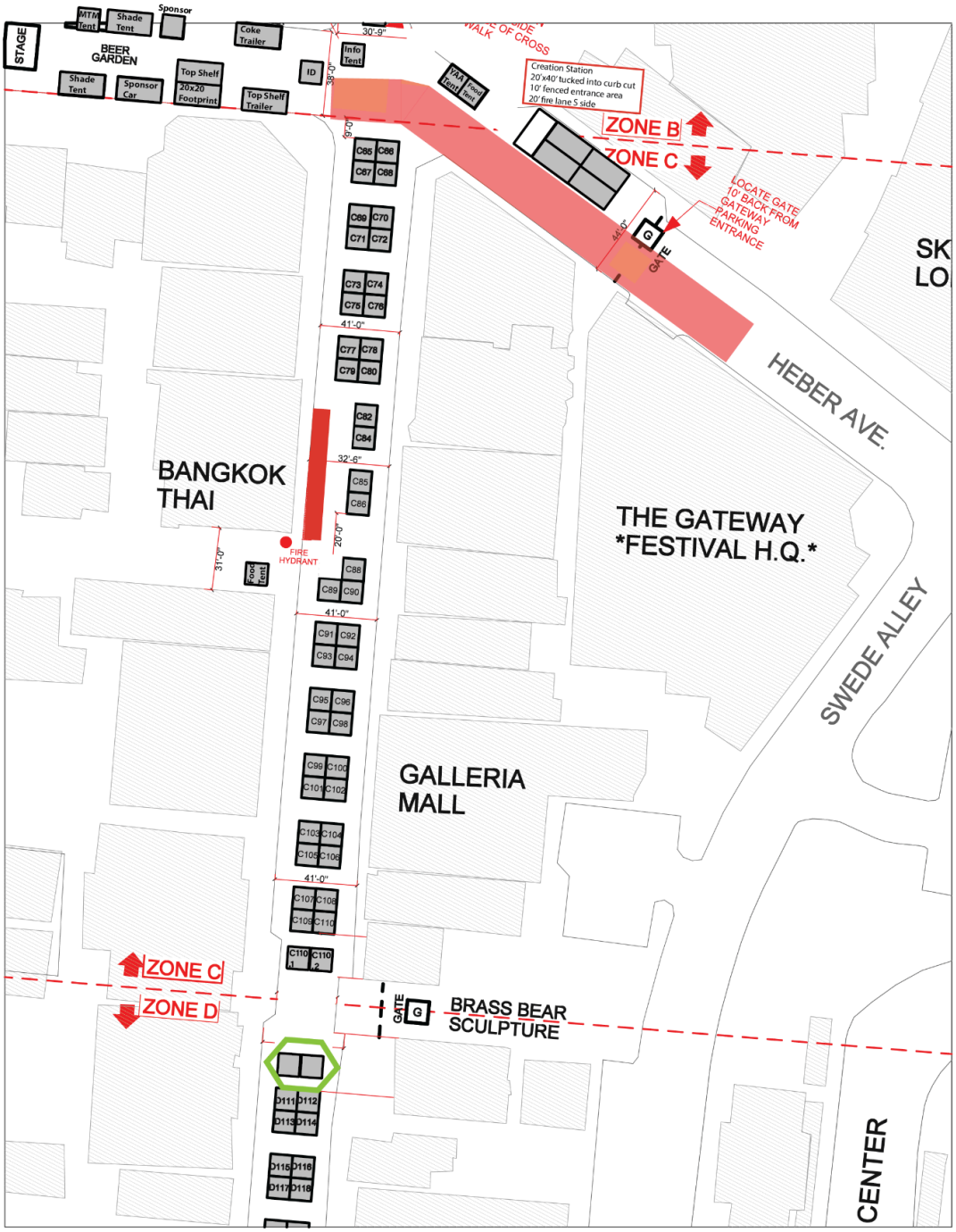
MAIN STREET - ZONE B

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

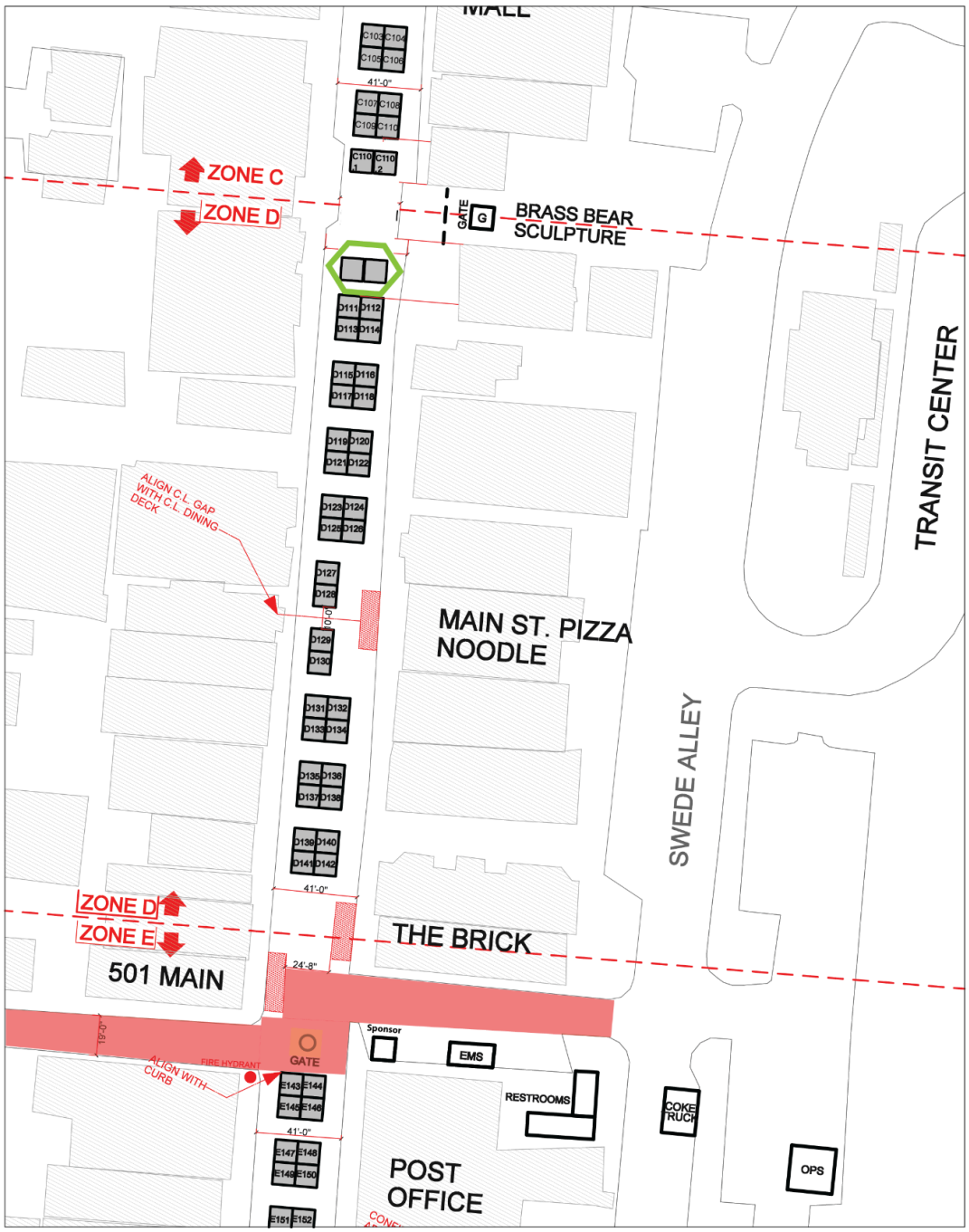
MAIN STREET - ZONE C

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

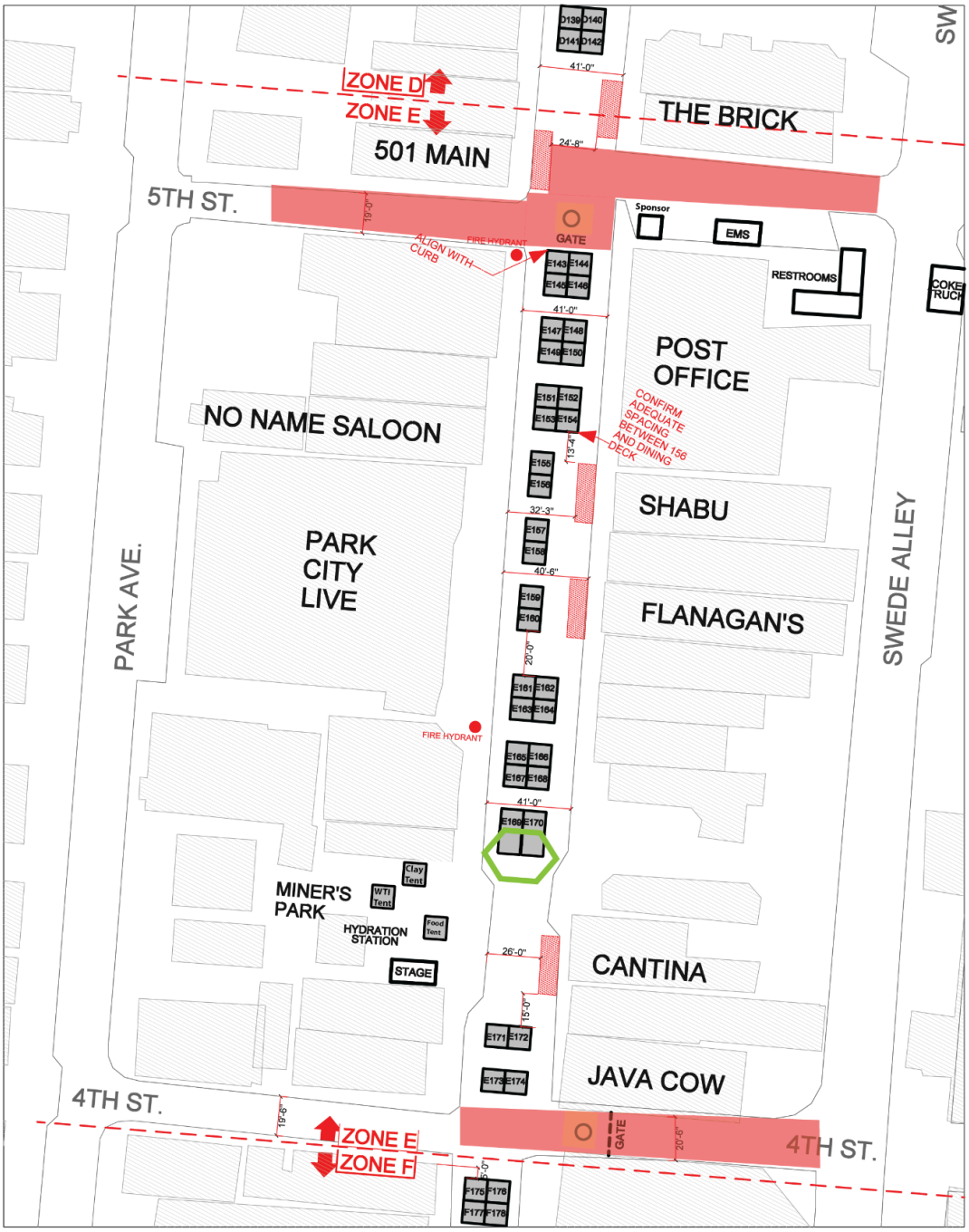
MAIN STREET - ZONE D

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

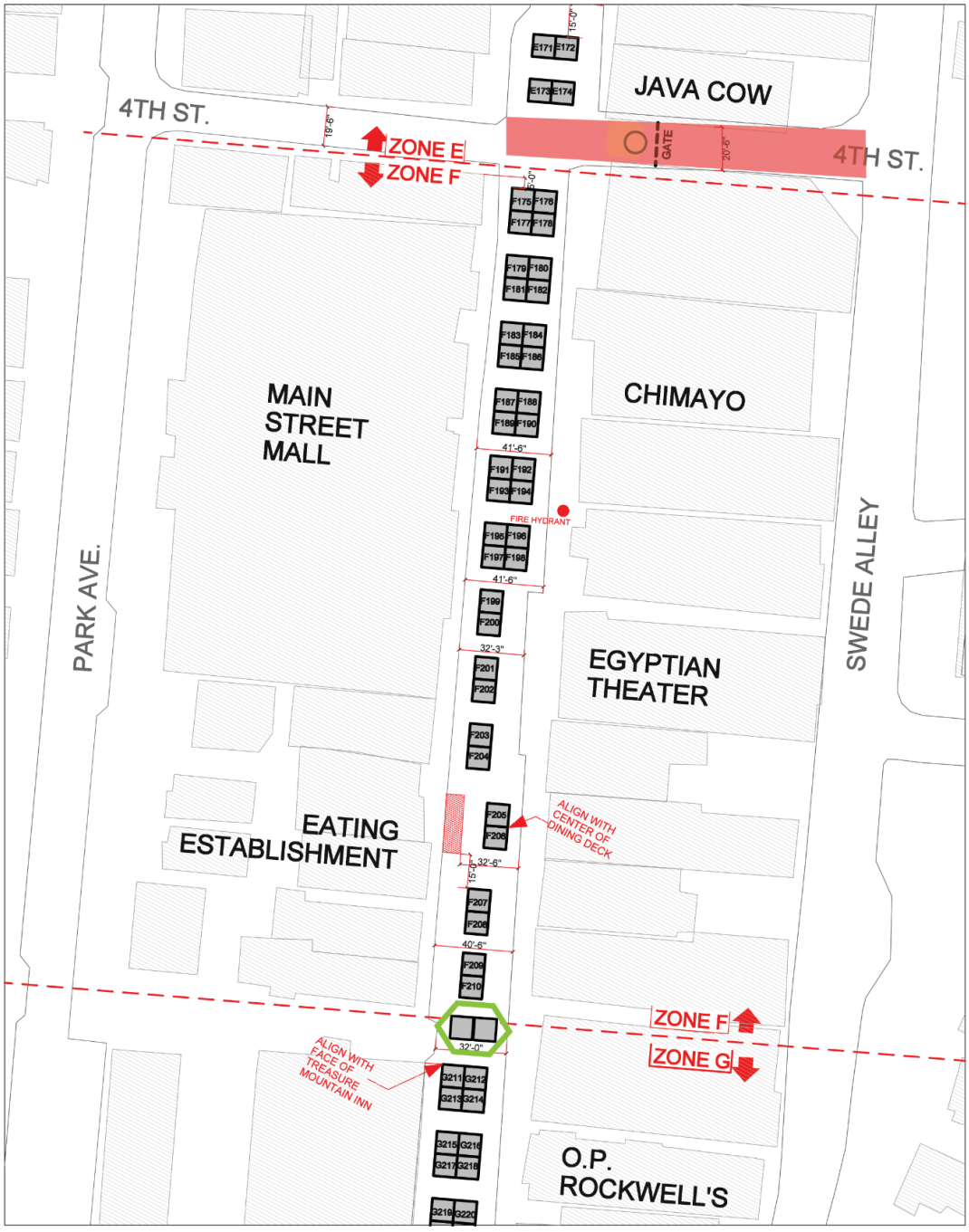
MAIN STREET - ZONE E

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

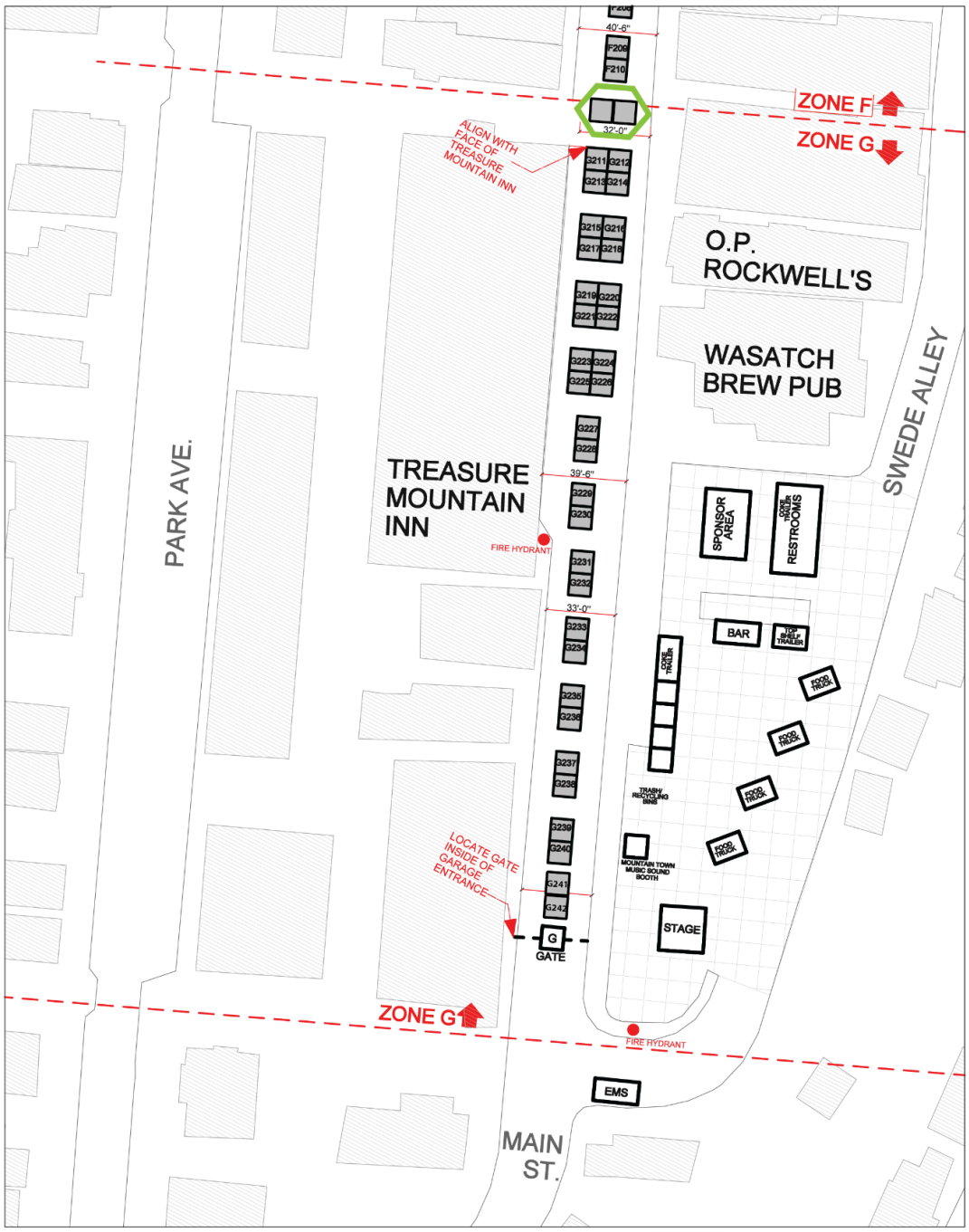
MAIN STREET - ZONE F

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

MAIN STREET - ZONE G

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

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APPENDIX D: Park City Kimball Arts Festival Sustainability and Waste Plan 2026

Overview

The Park City Kimball Arts Festival is committed to providing sustainable event solutions. In addition to our standard practice of waste recycling and landfill diversion, in 2021 PCKAF adopted a number of sustainable practices to reduce our overall carbon footprint including:

- Created “Hydration Stations” and encouraged use of refillable bottles
- Request all food vendors to use compostable materials
- Set up food waste compost bins at Brew Pub Lot
- Increased recycling stations
- Used rechargeable batteries and throughout Festival
- Provided free bike valet
- Encouraged use of public transportation
- Partnered with Rocky Mountain Power’s Blue Sky renewable energy program to purchase renewable energy credits (RECs) for all power used at gates

Recycling/Waste

The PCKAF has partnered with Momentum Recycling to collect and divert numerous waste streams. Park City Municipal will assist with waste management for this year.

Targeted Sustainability Programs

- Eliminate the use of disposable plastic bags
- Provide food waste recycling services
- Further promote public transportation and bike usage
- Eliminate idling during set-up and break down
- Encourage artists and vendors to use sustainable and compostable packaging
- Introduce glass recycling at bars
- Reduce use of paper for maps and programs. Most materials will be digital.
- Require the use of recyclable, reusable, or otherwise sustainable materials from all vendors
- Continue to offer and promote a free bike valet

Sustainability Operations

Working with PCMC and our recycling and waste partners, PCKAF will focus on providing numerous physical and programmatic opportunities to reduce, recycle, and reuse throughout the event. Examples include:

- Efforts to collect and divert waste streams during key operational phases such as load-in and load-out

- Targeted and concentrated recycling container placement near food vendor, concessions and bar areas
- Signage and volunteers in heavy use areas to ensure waste and recycling is sorted correctly
- Food waste recycling in in Food Truck Roundup area
- Artist and vendor outreach and notification of PCKAF sustainability efforts
- Public sustainability messaging and signage
- Transportation and parking staff support, reduce idling, reduce vehicle traffic

Sustainability and Waste Summary Table and Map

Item	Key	Provider	Notes
Recycling, Compost and Waste Stations	1	PCKAF, PCMC, Momentum Recycling	Food vendors, bar and high traffic area
Temporary Dumpsters	2 & 3	PCMC	Recycling and Trash Dumpsters at Ops Compound
Artist Recycle & Reuse Station	3	PCKAF	Located at Ops Compound
Temporary Dumpster	4	PCMC	
Recycling and Waste Stations	5	PCKAF, PCMC, Momentum Recycling	Spirit Garden and high traffic area
Bike Valet	6	PCKAF and TBD	

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APPENDIX E: Park City Kimball Arts Festival Parking, Closures, and Street Ops 2026

Zone	Item	Owner	Key	Location	Site Description	Day	Date	Start	End Day	End Date	End Hour	Notes
A	Transit stop - Lower Main	PCMC	A.1	Lower Main St	9th St	Friday	8/7/26	17:00	Sunday	8/9/26	19:00	PC Transit stop
A	Marriott Summit Watch parking entrance - CLOSED	PCMC	A.3	Main St	Garage entrance on Main	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	No access to Main st from garage
B	Media/Musician/ Service Parking A	PCMC	B.1	Park Ave	East Curb, N of Heber	Friday	8/7/26	7:00	Sunday	8/9/26	19:00	Short term parking for media, musicians, service
B	Media/Musician/ Service Parking B	PCMC	B.2	Park Ave	West Curb, N of Heber	Friday	8/7/26	7:00	Sunday	8/9/26	19:00	
B	Heber Stage - Musician loading zone	PCKAF	B.3	Park Ave	Intersection of Heber	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Musician loading zone for Heber Stage
B	NO PARKING - Heber	PCMC	B.4	Heber Ave	N curb to Main	Thursday	8/6/26	8:00	Sunday	8/9/26	23:00	Coke trailer, Stage FF&E
B	Portable Restrooms	PCKAF	B.5	7th St	South curb	Thursday	8/6/26	7:00	Monday	8/10/26	17:00	Stage on South side of street
B	Dumpster - 8yd	PCMC	B.6	Park Ave	East Curb, N of Heber	Thursday	8/6/26	7:00	Monday	8/10/26	17:00	PCMC provides temporary dumpster
B	Bike Valet	PCKAF	B.7	7th Street	7th St.	Friday	8/7/26	17:00	Sunday	8/9/26	19:00	Free Bike Valet service by TBD
C	NO PARKING - Heber	PCMC	C.1	Heber Ave	N curb cut	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
C	NO PARKING - Heber	PCMC	C.2	Heber Ave	South Curb to Swede	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
C	NO PARKING - Heber	PCMC	C.3	Heber Ave	North Curb to Swede	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
C	ARTIST PARKING - Galleria	PCKAF	C.4	Galleria Lot	All Spaces	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Oversized Vehicles by permit
C	Transit stop - Swede Alley	PCMC	C.5	Heber at Swede		Friday	8/7/26	17:00	Sunday	8/9/26	18:00	Possible PC Transit stop - TBD
C	ARTIST PARKING - Flag Pole Lot	PCKAF	C.6	Swede at Gateway	Flag Pole Lot	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Oversized Vehicles by permit

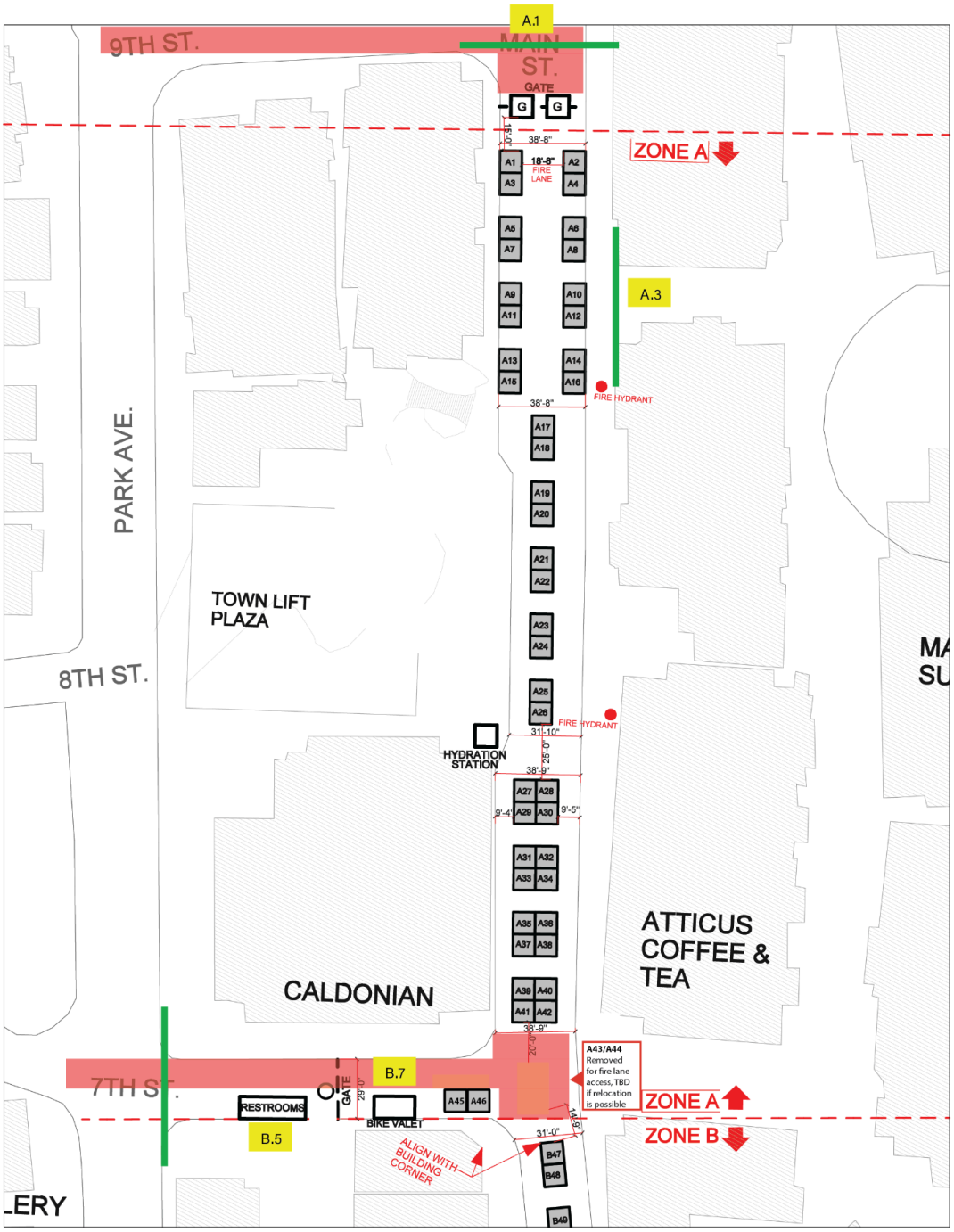
KIMBALL ART CENTER

D	Transit stop - Swede Alley	PCMC	D.1	Swede	Across from Transit Center	Friday	8/7/26	17:00	Sunday	8/9/26	19:00	PC Transit service on request
D	ADA PARKING	PCMC	D.2	Swede	Behind PC Museum	Friday	8/7/26	7:00	Sunday	8/9/26	19:00	Accessible Parking
D	ARTIST PARKING - Historic Wall Lot	PCKAF	D.3	Swede	Historic Wall Lot	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Oversized Vehicles by permit
D	NO PARKING - 5th St Post Office	PCMC	D.4	5th St East	Between Main and Swede	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	(2) Mail Pick Up spots moved to Swede behind PC Museum
D	NO PARKING - 5th St West	PCMC	D.5	5th St West (Trapper's Way)	Between Main and Park	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
D	NO PARKING - Swede	PCMC	D.6	Swede	West Side	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
D	(2) Dumpsters - 30 yd	PCMC	D.7	Bob Wells Plaza	East Wall	Thursday	8/6/26	7:00	Monday	8/10/26	17:00	PCMC provides temporary dumpsters, 1 for recycling, 1 for trash
D	EMS Incident Command Post	PCFD	D.8	5th East	South Curb	Thursday	8/6/26	8:00	Sunday	8/9/26	19:00	Set up Thurs am?
E	NO PARKING - Bob Wells Plaza	PCMC	E.3	Bob Wells Plaza	All Parking	Wednesday	8/5/26	6:00	Monday	8/10/26	17:00	Deliveries on Wednesday, Ops Compound
E	Portable Restrooms	PCKAF	E.1	5th East	Corner of Swede, behind Post Office	Thursday	8/6/26	7:00	Monday	8/10/26	17:00	Set up next to planter behind PO
E	NO PARKING - Swede East	PCMC	E.2	Swede	East Curb, Bob Wells	Thursday	8/6/26	7:00	Sunday	8/9/26	23:00	Deliveries on Thursday
E	ARTIST PARKING - China Bridge	PCKAF	E.4	China Bridge PS	L1, L2, L3, S Roof	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Artist, staff, musician, by permit only
E	NO PARKING - 4th St East	PCMC	E.5	4th St East	Between Swede and Main	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	
E	Miner's Park Loading	PCKAF	E.6	4h St West	4th between Park and Main	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Staff, vendors loading into Miner's Park

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E	NO PARKING - 4th St West	PCMC	E.7	4th St West	4th between Park and Main	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	No public access
F	Dumpster - 30 yd	PCMC	F.3	Swede	Curb Cut behind Firewood	Thursday	8/6/26	7:00	Monday	8/10/26	17:00	PCMC provides temporary dumpster
F	ARTIST PARKING - China Bridge	PCKAF	F.1	China Bridge PS	L1, L2, L3, S Roof	Friday	8/7/26	3:00	Sunday	8/9/26	23:00	Artist, staff, musician, by permit only
G	NO PARKING - Brew Pub Lot	PCMC	G.1	Brew Pub Lot	North	Thursday	8/6/26	6:00	Monday	8/10/26	17:00	Deliveries, staging
G	NO PARKING - Brew Pub Lot	PCMC	G.2	Brew Pub Lot	South	Wednesday	8/5/26	6:00	Monday	8/10/26	17:00	Deliveries, staging
G	Portable Restrooms	PCKAF	G.3	Brew Pub Lot	North	Thursday	8/6/26	6:00	Monday	8/10/26	17:00	Deliveries, staging
G	EMS vehicle?	PCFD	G.4	Swede at Main	On curb near intersection	Friday	8/7/26	17:00	Sunday	8/9/26	18:00	Fri 17:00-21:00, Sat 10:00-20:00, Sun 10:00-18:00. TBD if needed
H	Main St / Heber-Ops Staging	PCKAF	H.1	Main & Heber	Reserved Parking Spaces	Thursday	8/6/26	7:00	Friday	8/7/26	3:00	Parking spaces reserved for coke trailer, equip staging

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

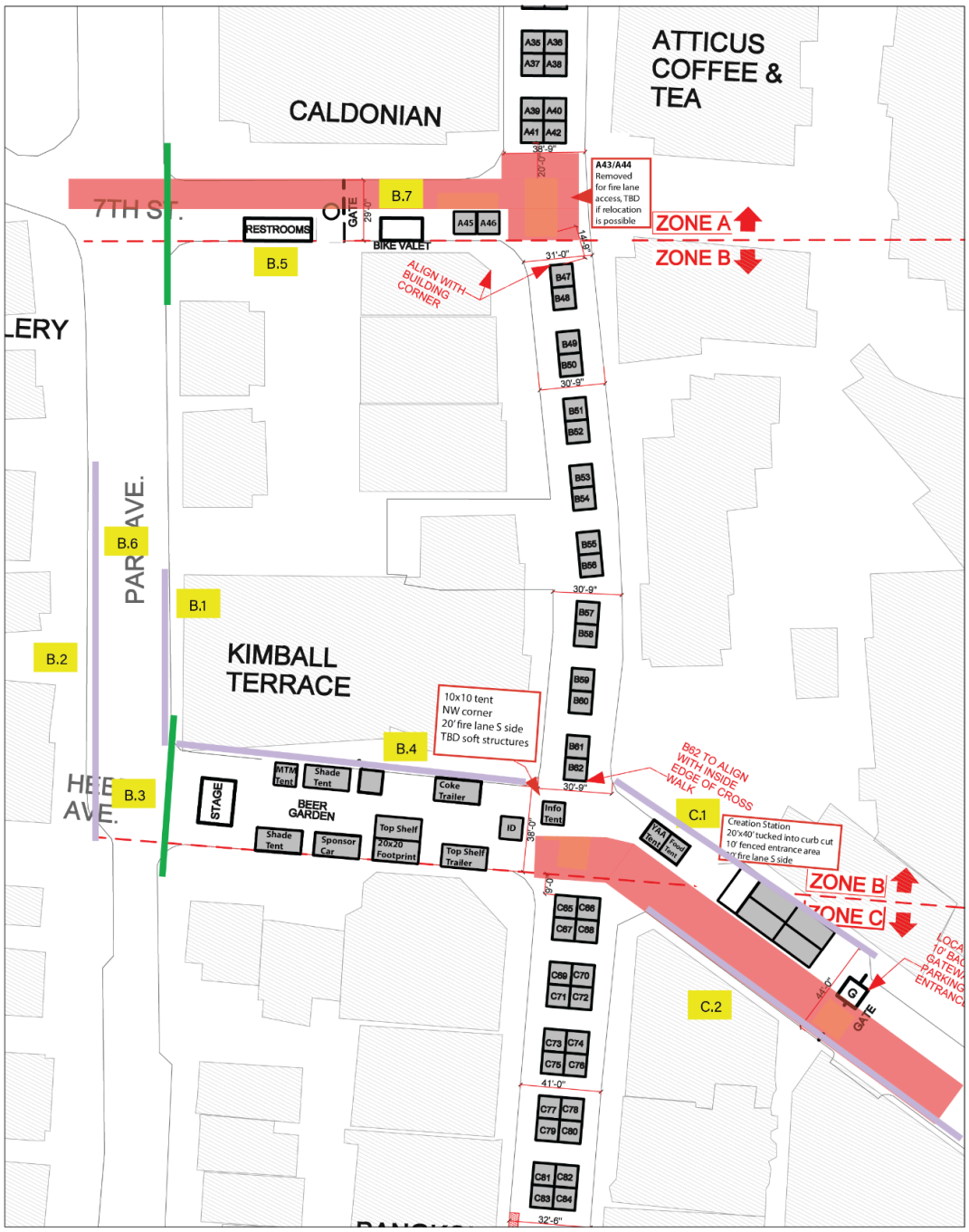
MAIN STREET - ZONE A

2025 PARK CITY KIMBALL ARTS FESTIVAL

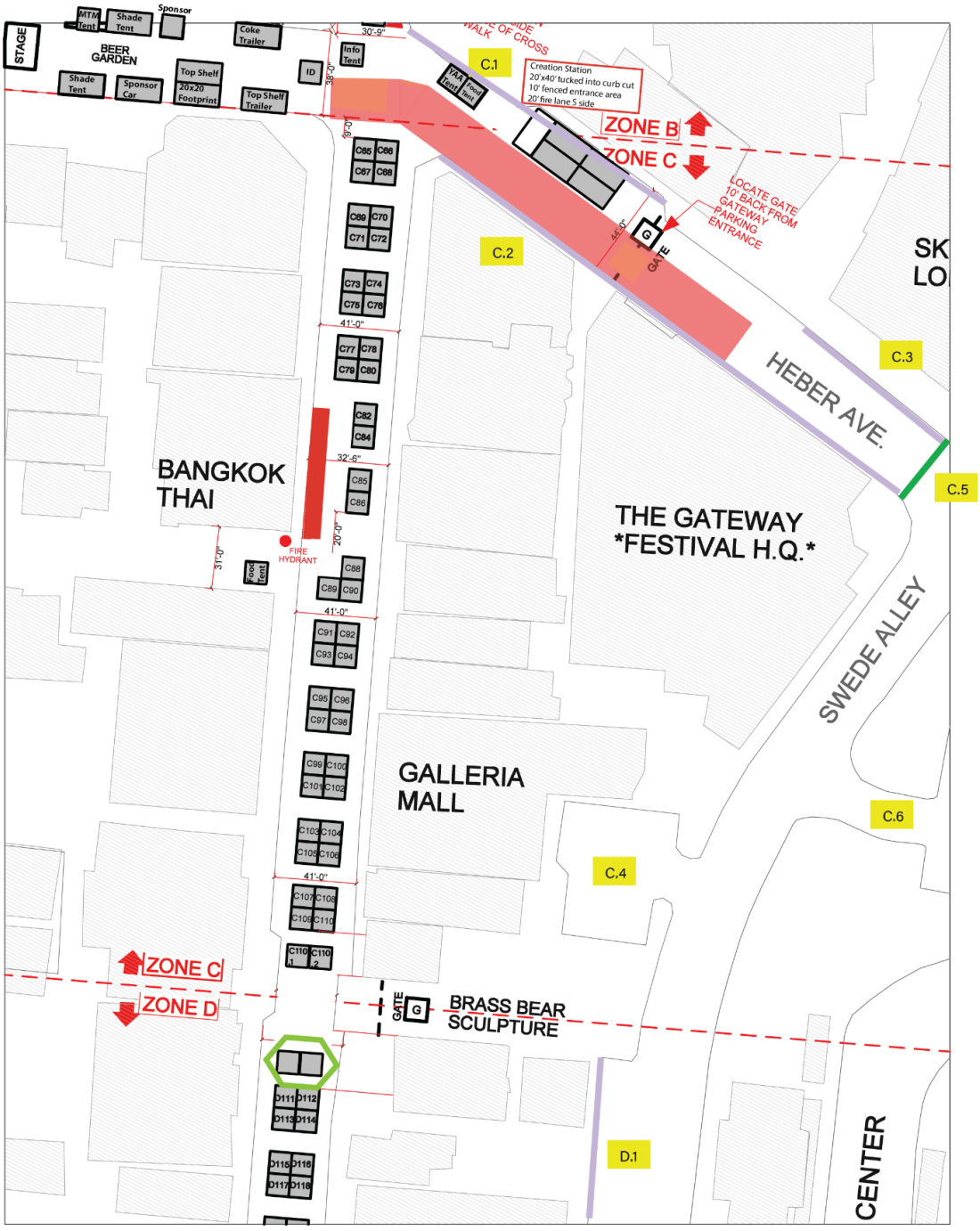
SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

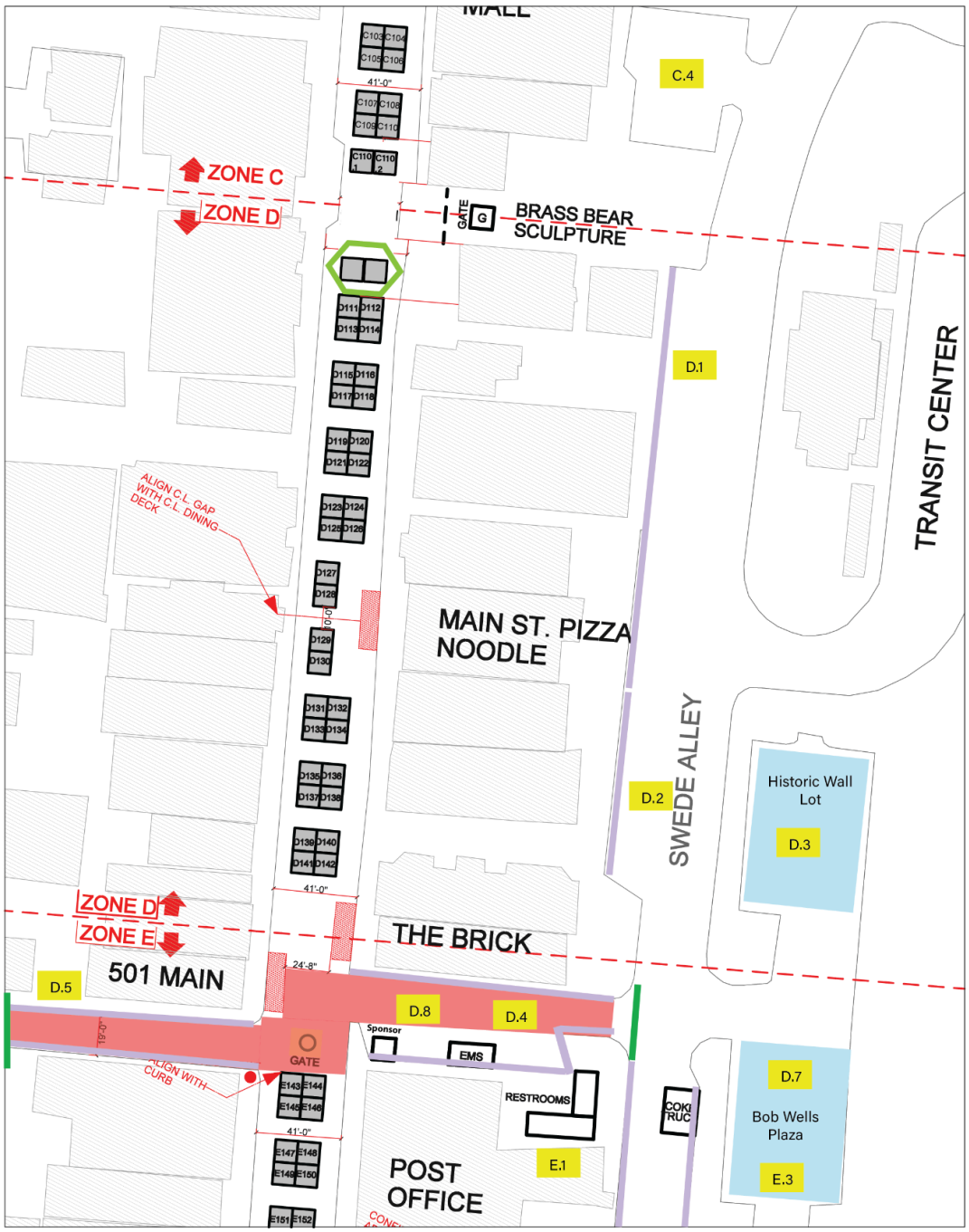
MAIN STREET - ZONE C

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

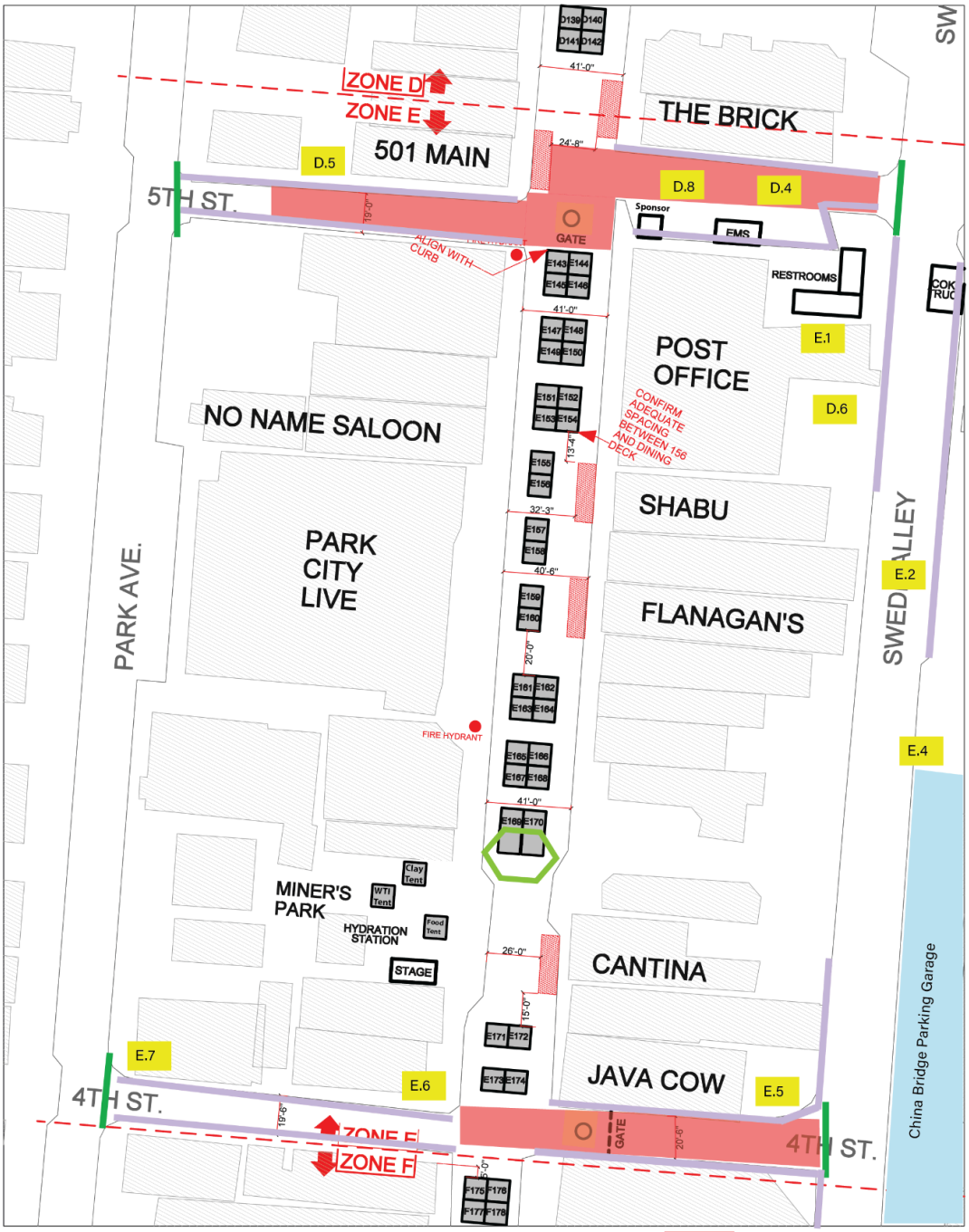
MAIN STREET - ZONE D

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

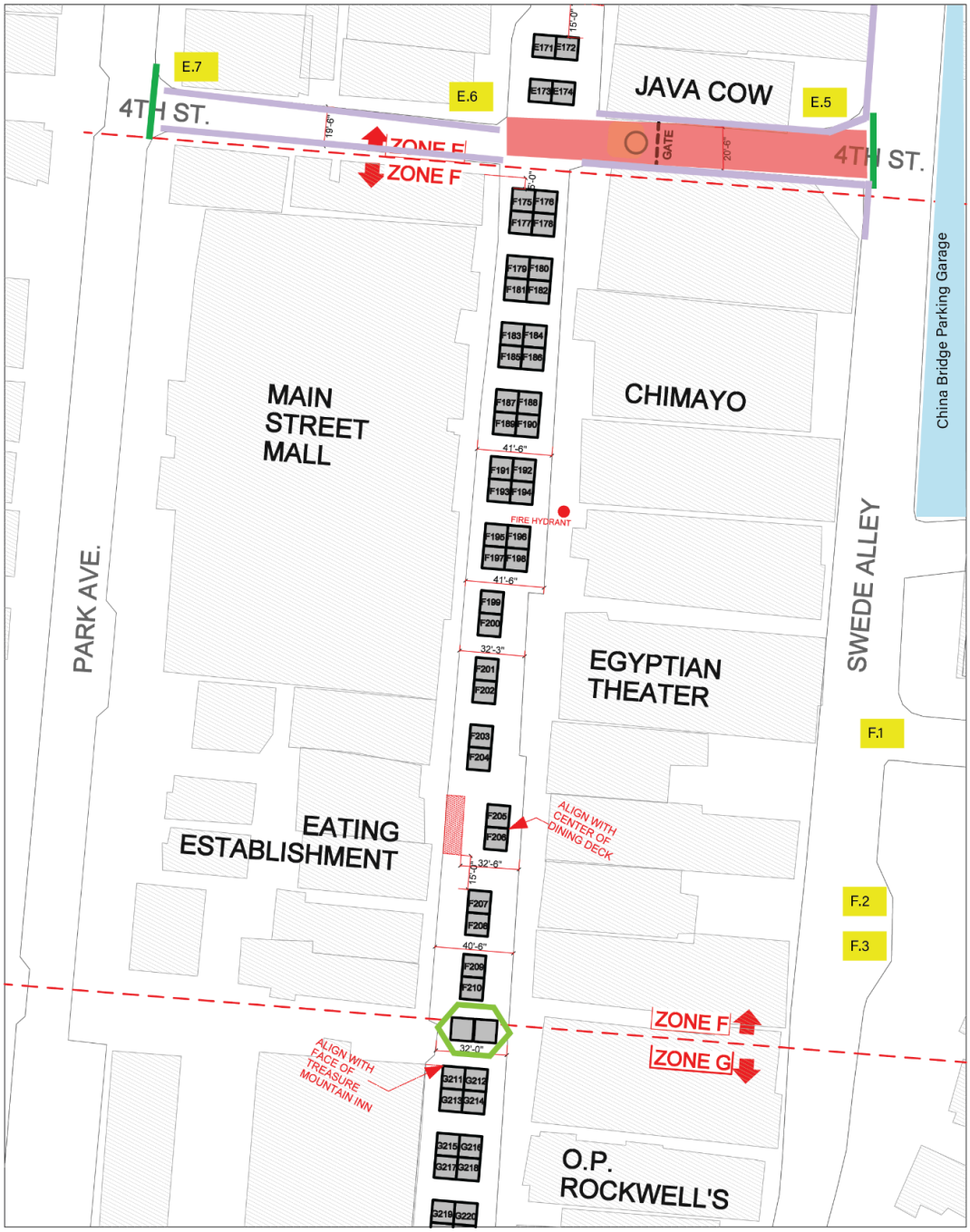
MAIN STREET - ZONE E

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

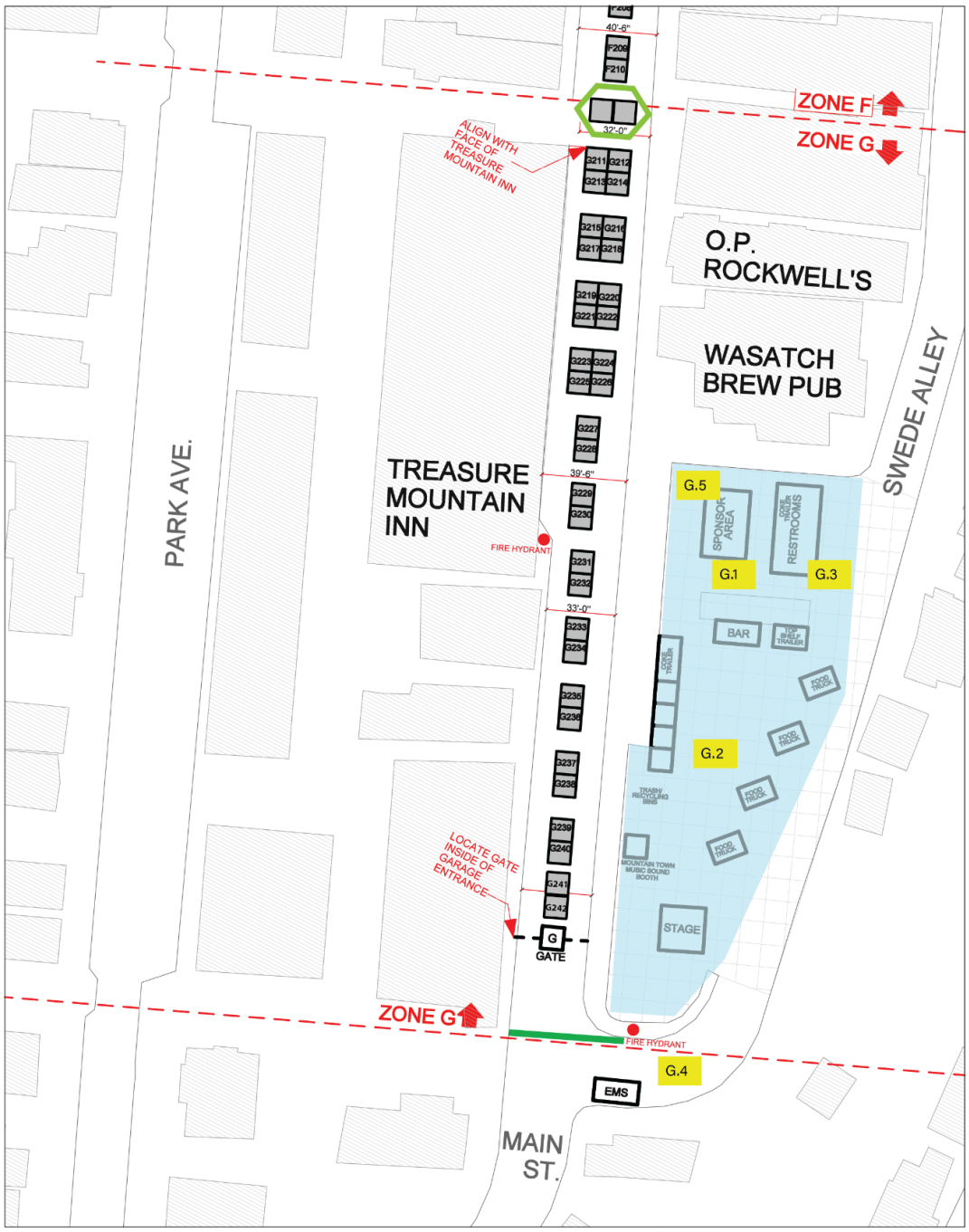
MAIN STREET - ZONE F

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

MAIN STREET - ZONE G

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER

APPENDIX F: Park City Kimball Arts Festival Signage Plan 2026

Install Date	Name	Area	Map Code	Quantity	Location Notes	Material	Attachment Style	Dimensions	Description	Installed By
Determined by PCMC	MS Lamp Post Banner	Main Street		78	Lamp posts along Main Street	Vinyl	Grommets, Zip-ties	29"x72"	1/3 with dates, 2/3 without dates	PCMC Parks Dept.
Determined by PCMC	KB Lamp Post Banner	Kearns Blvd.		17	Lamp posts along Kearns Blvd.	Vinyl	Grommets, Zip-ties	26"x96"	All have dates	PCMC Parks Dept.
2026-08-05	Bridge Banner - South	Main Street Bridge	A - BB001	1	Facing South	Vinyl	Rope, Zip-ties	423.5" x 75.5"	KAF logo, KAC logo, KAC value statement	Vision Graphics
2026-08-05	Bridge Banner - North	Main Street Bridge	A - BB002	1	Facing North	Vinyl	Rope, Zip-ties	423.5" x 75.5"	KAF logo, KAC logo, KAC value statement	Vision Graphics
2026-08-05	Art Matters Banner	Kimball Terrace Railing	B - KT001	1	East facing exterior railing	Vinyl	Rope, Cement Weights	268.5" x72"	Large banner, Art Matters, KAC and KAF logo	KAC - Ops
2026-08-05	Creativity Matters Banner	Kimball Terrace Railing	B - KT002	1	South facing exterior railing	Vinyl	Rope, Cement Weights	20'x6'	Large banner, Creativity Matters, KAC and KAF logo	KAC - Ops
2026-08-06	Stage Backdrop Banner	Food Truck Roundup	G - FT001	1	Backdrop of 10x10 stage tent	Vinyl	Grommets, Zip-ties	9' x 7'	KAC and KAF logos	KAC - Ops
2026-08-06	No Alcohol Beyond This Point Signs	Food Truck Roundup	G - FT002	10	Affixed to perimeter pedestrian fencing	Coroplast	Punched Holes, Zip-ties	TBD	No alcohol beyond this point	KAC - Ops
2026-08-06	Artist Wayfinding Signs	DV Resort, DV Road, Roundabout		10	Affixed to lamp posts along Deer Valley Drive and in the round about	Coroplast	Punched Holes, Zip-ties	24"x32"	Arrows directing artists to load-in areas	KAC - Ops
2026-08-06	Transportation Signs	Bus Stops		8	Set-up at TBD bus stops and the transit center	Coroplast	A-Frame	24"x32"	Transportation route information	KAC - Ops
2026-08-06	Artist Load-In Signs	Swede Alley		7	Artist zones signs at load-in points	Coroplast	A-Frame	24"x32"	Zone letters	KAC - Ops
2026-08-06	Artist Load-In Feather Flags	Swede Alley		7	Artist zones signs at load-in points	Cloth Flag + Stand	Base Stand	10'	Zone letters	KAC - Ops
2026-08-06	Wayfinding Gate Signage	Swede Alley		20	Affixed to pedestrian fencing	Coroplast	Punched Holes, Zip-ties	TBD	Text directing attendees to other gate options	KAC - Ops
2026-08-07	10x10 Entry Tent Back Panel	Lower Main Gate	A - EG001	2	Back panel for the 10x10 tents	Vinyl	Zip-ties, Grommets	9' x 7'	KAC and KAF logo, Welcome	KAC - Gates
2026-08-07	KAC Edu/Exh 10x10 Banner	Lower Main Gate	A - EG002	2	Back panel for exterior side of 10x10 tents (opposite side)	Vinyl	Zip-ties, Grommets	9' x 7'	Images and text depicting KAC's year round activities and impacts	KAC - Gates

KIMBALL ART CENTER

2026-08-07	KAC Edu/Exh 2025 specific stickers	Lower Main Gate	A - EG002b	2	Sticker on Edu/Exh banner	Vinyl Sticker	Sticker	TBD	Info specific to 2024 programming and 2023 impact	KAC - Ops
2026-08-07	English Admissions Sign	Lower Main Gate	A - EG003	2	A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in English	KAC - Ops
2026-08-07	Spanish Admissions Sign	Lower Main Gate	A - EG004	2	A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in Spanish	KAC - Ops
2026-08-07	Ped-Fence Welcome / Thank you	Lower Main Gate	A - EG005	4	Welcome facing 9th street, thank you facing into festival	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with KAC sponsors, Thank You, Welcome	KAC - Ops
2026-08-07	Hydration Station Sign	Base of Town Lift	A - HS001	1	Base of Town Lift ramp - grassy patch	Coroplast	Grommets, Zip-ties	TBD	Hydration Station in English and Spanish	KAC - Ops
2026-08-07	Bike Valet Sign	7th Street	A - BV001	1	In 7th street on next to gate set-up	Coroplast	A-Frame	24"x32"	Bike Valet in English and Spanish	KAC - Ops
2026-08-07	Bike Valet Feather Flag	7th Street	A - BV002	1	In 7th street on next to gate set-up	Cloth Flag + Stand	Base Stand	10'	Bike Valet in English and Spanish	KAC - Ops
2026-08-07	Paid Event Sign	Marriott Plaza	A - MP001	2	2 a-frames, entrance to the Plaza	Coroplast	A-Frame	24"x32"	Paid event text, purchase tickets	KAC - Ops
2026-08-07	Main Stage Backdrop	Main Stage	B - MS001	1	Backdrop of Main Stage	Mesh	Stage hardware	23' 6" x 12' 8"	KAF and KAC logo	Taylor Audio
2026-08-07	Main Stage Top Banner	Main Stage	B - MS002	1	Top of Main Stage	Mesh	Stage hardware	36' 9" x 3' 8"	KAF and KAC logo	Taylor Audio
2026-08-07	Main Stage Side Banner	Main Stage	B - MS003	2	Sides of Main Stage	Mesh	Stage hardware	6' x 16'	KAF and KAC logos with select sponsor logos	Taylor Audio
2026-08-07	Ped-Fence No Alcohol / Thank you	Spirit Garden	B - SG001	4	Placed at the entrance to the Spirit Garden	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with KAC sponsors, Thank You, No Alcohol	KAC - Ops
2026-08-07	Way Finding Pillar	Heber/ Main Intersection	B - WF001	1 pillar 4 signs (one on each side)	Placed in middle of the intersection	Vinyl	Aluminum base and sides	22" wide 72" tall 4 sided	Festival Information Maps Artist List KAC Info	KAC - Ops
2026-08-07	Information Feather Flag	Heber/ Main Intersection	B - SM001	1	Information and Merch Booths	Cloth Flag + Stand	Base Stand	10'	Information in english and Spanish	KAC - Ops
2026-08-07	Information and Merchandise Sign	Heber/ Main Intersection	B - SM002	1	Affixed to tent pole of Information or Merch tents	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing festival information and merchandise	KAC - Ops

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2026-08-07	Creation Station Ped-Fence	Heber East	B - CC001	5-15	Around Creation Station footprint	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with Creation Station, KAC logo	KAC - Ops
2026-08-07	Creation Station Feather Flag	Heber East	B - CC002	1	Base of Town Lift Plaza stairs	Cloth Flag + Stand	Base Stand	10'	Creation Station in English and Spanish, Map Icon	KAC - Ops
2026-08-07	Creation Station Activity Sign 1	Heber East	B - CC003	1	Zip-tied to tent post (Edu to place)	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the art activity	KAC - Edu
2026-08-07	Creation Station Activity Sign 2	Heber East	B - CC004	1	Zip-tied to tent post (Edu to place)	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the art activity	KAC - Edu
2026-08-07	Creation Station Activity Sign 3	Heber East	B - CC005	1	Zip-tied to tent post (Edu to place)	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the art activity	KAC - Edu
2026-08-07	Creation Station Activity Sign 4	Heber East	B - CC006	1	Zip-tied to tent post (Edu to place)	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the art activity	KAC - Edu
2026-08-07	Creation Station Scavenger Hunt Sign	Heber East	B - CC007	1	Zip-tied to tent post (Edu to place)	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the scavenger hunt	KAC - Edu
2026-08-07	10x10 Entry Tent Back Panel	Heber Gate	B - HG001	2	Back panel for the 10x10 tents at the Heber gate	Vinyl	Zip-ties, Grommets	9' x 7'	KAC and KAF logo, Welcome	KAC - Gates
2026-08-07	KAC Edu/Exh 10x10 Banner	Heber Gate	B - HG002	2	Back panel for exterior side of 10x10 tents (opposite side)	Vinyl	Grommets, Zip-ties	9' x 7'	Images and text depicting KAC's year round activities and impacts	KAC - Gates
2026-08-07	KAC Edu/Exh 2025 specific stickers	Heber Gate	B - HG002b	2	Affixed to KAC Edu/Exh 10x10 banners	Vinyl Sticker	Sticker	TBD	Info specific to 2024 programming and 2023 impact	KAC - Ops
2026-08-07	English Admissions Sign	Heber Gate	B - HG003	2	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in English	KAC - Ops
2026-08-07	Spanish Admissions Sign	Heber Gate	B - HG004	2	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in Spanish	KAC - Ops
2026-08-07	Ped-Fence Welcome / Thank you Sign	Heber Gate	B - HG005	4	Placed in front of gate	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with KAC sponsors, Thank You, Welcome	KAC - Ops
2026-08-07	Paid Event Sign	Galleria	C - GW001	2	2 a-frames, entrance to the walkthrough	Coroplast	A-Frame	24"x32"	Paid event text, purchase tickets	KAC - Ops

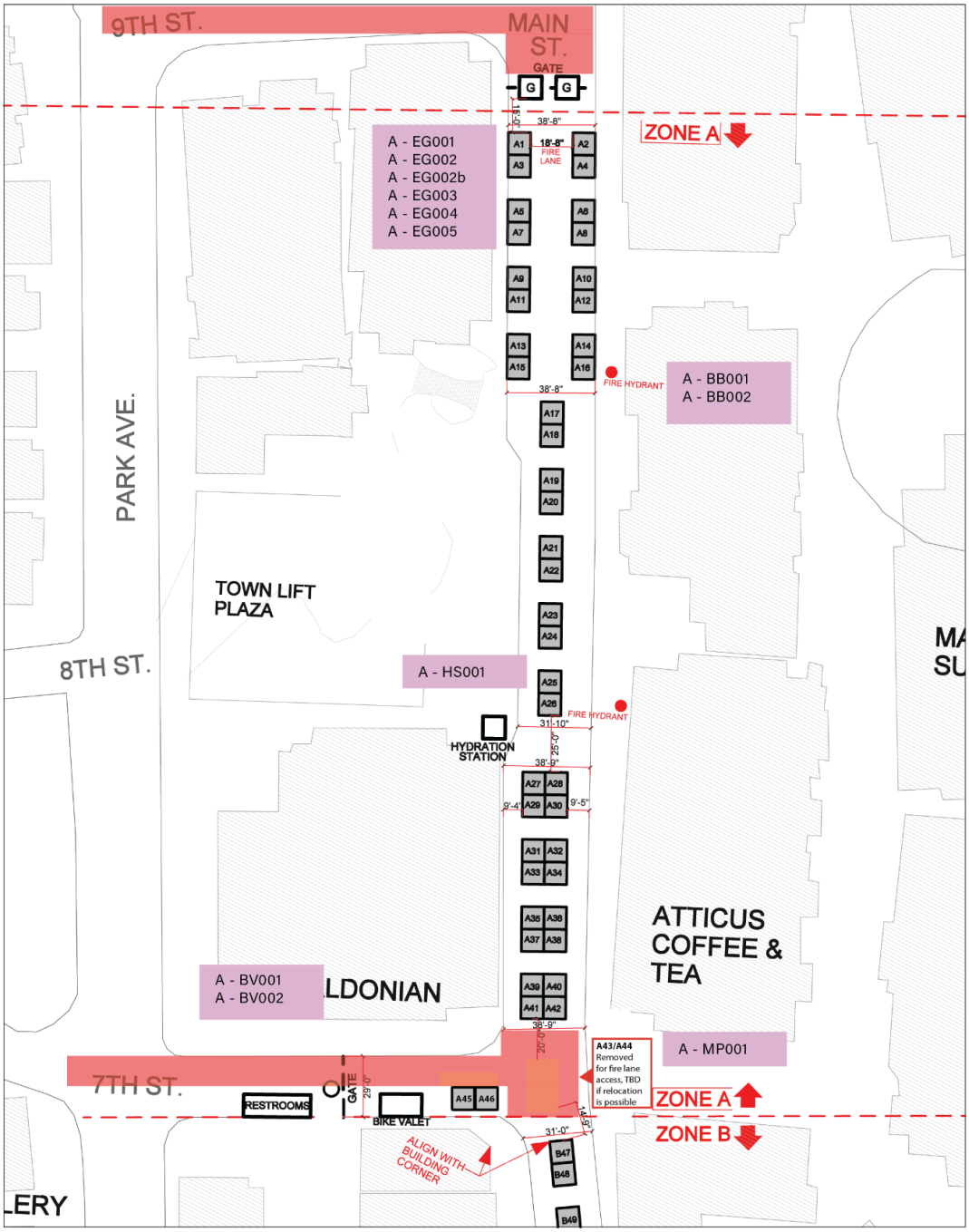
KIMBALL ART CENTER

2026-08-07	10x10 Entry Tent Back Panel	Bear Gate	D - BG001	1	Back panel for the 10x10 tents at the Brass Bear gate	Vinyl	Grommets, Zip-ties	9' x 7'	KAC and KAF logo, Welcome	KAC - Gates
2026-08-07	English Admissions Sign	Bear Gate	D - BG002	2	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in English	KAC - Ops
2026-08-07	Spanish Admissions Sign	Bear Gate	D - BG003	2	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in Spanish	KAC - Ops
2026-08-07	Ped-Fence Welcome / Thank you Sign	Bear Gate	D - BG004	2	Placed in front of gate	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with KAC sponsors, Thank You, Welcome	KAC - Ops
2026-08-07	Paid Event Sign	Bear Gate	D - BG005	2	2 a-frames, middle of main	Coroplast	A-Frame	24"x32"	Paid event text, purchase tickets	KAC - Ops
2026-08-07	KAC Edu Murals	Main Street	KAC Murals	4	Placed in front of The Brick, 501 Main, Evenly spaced.	Plywood	Constructed On-Site	4'x5' per side	4 triangle structures (three faces) painted by KAC education classes/camps	KAC - Ops
2026-08-07	Paid Event Sign	Main Street	E - MS001	2	2 a-frames, entrance in front of post office	Coroplast	A-Frame	24"x32"	Paid event text, purchase tickets	KAC - Ops
2026-08-07	Hydration Station Sign	Miner's Park	E - MP001	1	In Miner's Park in front of bathrooms	Coroplast	Grommets, Zip-ties	TBD	Hydration Station in English and Spanish	KAC - Ops
2026-08-07	Studio on Main Activity Sign	Miner's Park	E - MP002	1	Affixed to Miner's Park - Check in with education team for exact placement	Coroplast	Punched Holes, Zip-ties	24"x32"	Text describing the art activity	KAC - Edu
2026-08-07	Studio on Main Feather Flag	Miner's Park	E - MP003	1	Grassy area in Miner's Park - Check in with education team for exact placement	Cloth Flag + Stand	Ground Stake	10'	Studio on Main in English and Spanish	KAC - Ops
2026-08-07	KAC Edu/Exh Banner	Miner's Park	E - MP004	1	Back panel for Studio on Main tent	Vinyl	Grommets, Zip-ties	TBD	Images and text depicting KAC's year round activities and impacts	KAC - Edu
2026-08-07	KAC Edu/Exh 2025 specific stickers	Miner's Park	E - MP004b	1	Affixed to the KAC Edu/Exh banner on the Miner's Park stage	Vinyl Sticker	Sticker	TBD	Info specific to 2023 programming and 2022 impact	KAC - Ops
2026-08-07	KAC/ sponsor table top stickers	Miner's Park	E - MP005	5	Tables placed in Main Street in front of Miner's Park	Vinyl Sticker	Sticker	25"	KAC and KAF and sponsor logos,	KAC - Ops
2026-08-07	Paid Event Sign	Main Street	F - MS001	2	2 a-frames, in 4th street intersection	Coroplast	A-Frame	24"x32"	Paid event text, purchase tickets	KAC - Ops

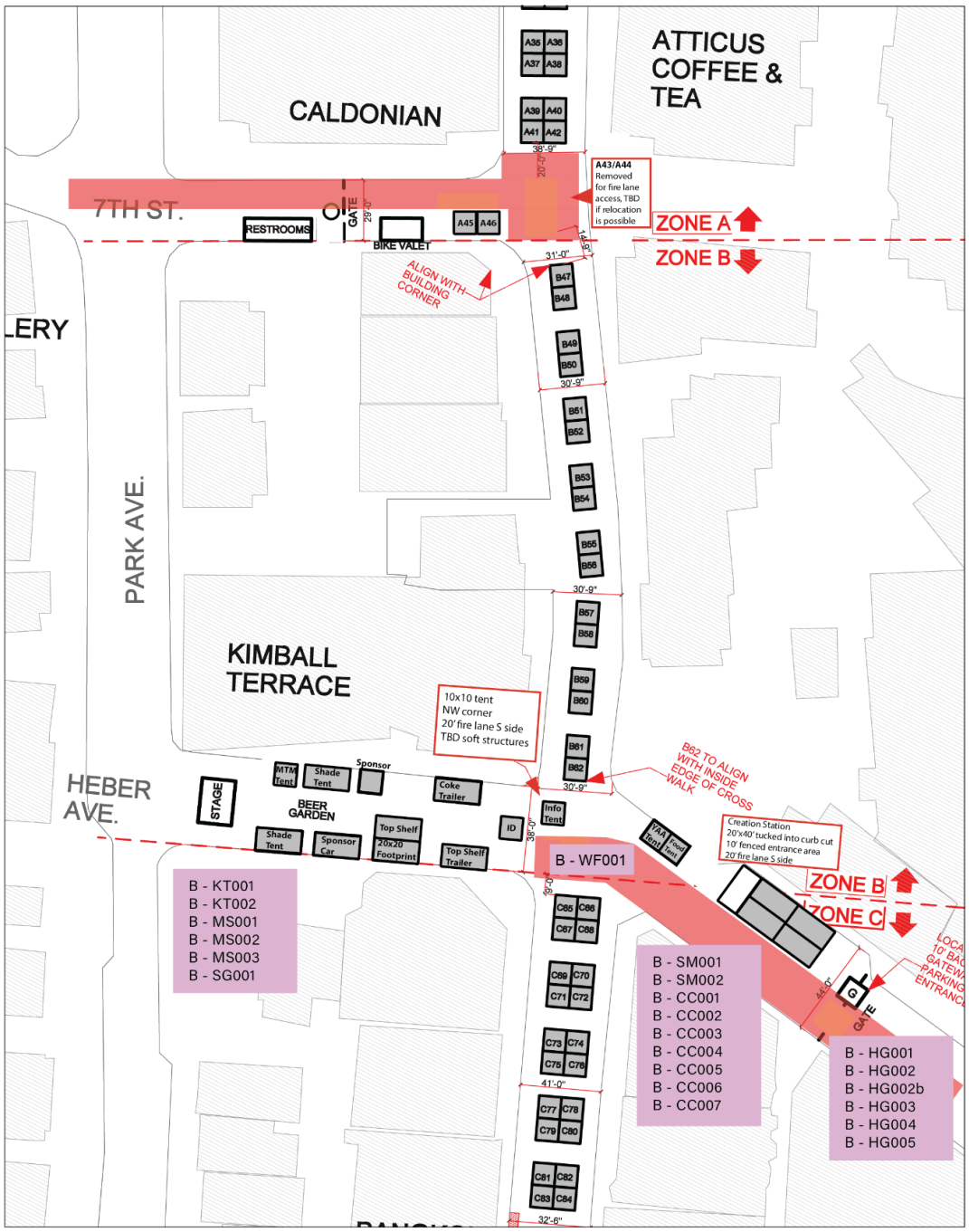
KIMBALL ART CENTER

2026-08-07	10x10 Entry Tent Back Panel	Top of Main Gate	G - TG001	1	Backdrop for 10x10 Top of Main entry gate	Vinyl	Grommets, Zip-ties	9' x 7'	KAC and KAF logo, Welcome	KAC - Gates
2026-08-07	KAC Edu/Exh 10x10 Banner	Top of Main Gate	G - TG002	2	Back panel for exterior side of 10x10 tents (opposite side)	Vinyl	Grommets, Zip-ties	9' x 7'	Images and text depicting KAC's year round activities and impacts	KAC - Gates
2026-08-07	English Admissions Sign	Top of Main Gate	G - TG003	1	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in English	KAC - Ops
2026-08-07	Spanish Admissions Sign	Top of Main Gate	G - TG004	1	1 English and 1 Spanish on A-frame in front of gate	Coroplast	A-Frame	24"x32"	Admissions information and pricing in Spanish	KAC - Ops
2026-08-07	KAC Edu/Exh 2025 specific stickers	Top of Main Gate	G - TG002b	2	Affixed to KAC Edu/Exh 10x10 banners	Vinyl Sticker	Sticker	TBD	Info specific to 2024 programming and 2023 impact	KAC - Ops
2026-08-07	Ped-Fence Welcome / Thank you Sign	Top of Main Gate	G - TG005	2	Placed in front of gate	Fabric	Velcro	6' Ped Fence	Pedestrian fence barricade cover with KAC sponsors, Thank You, Welcome	KAC - Ops

KIMBALL ART CENTER



KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

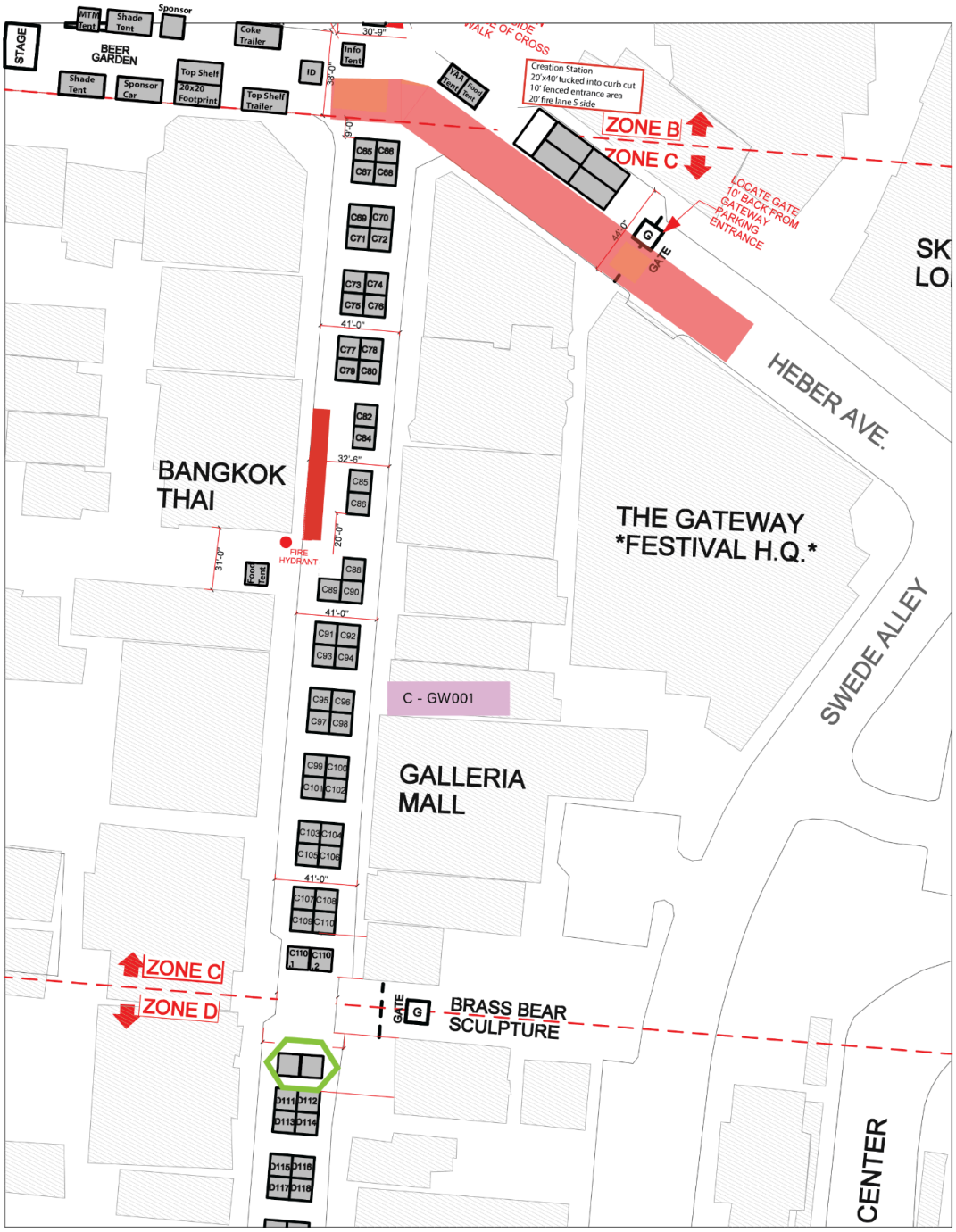
MAIN STREET - ZONE B

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

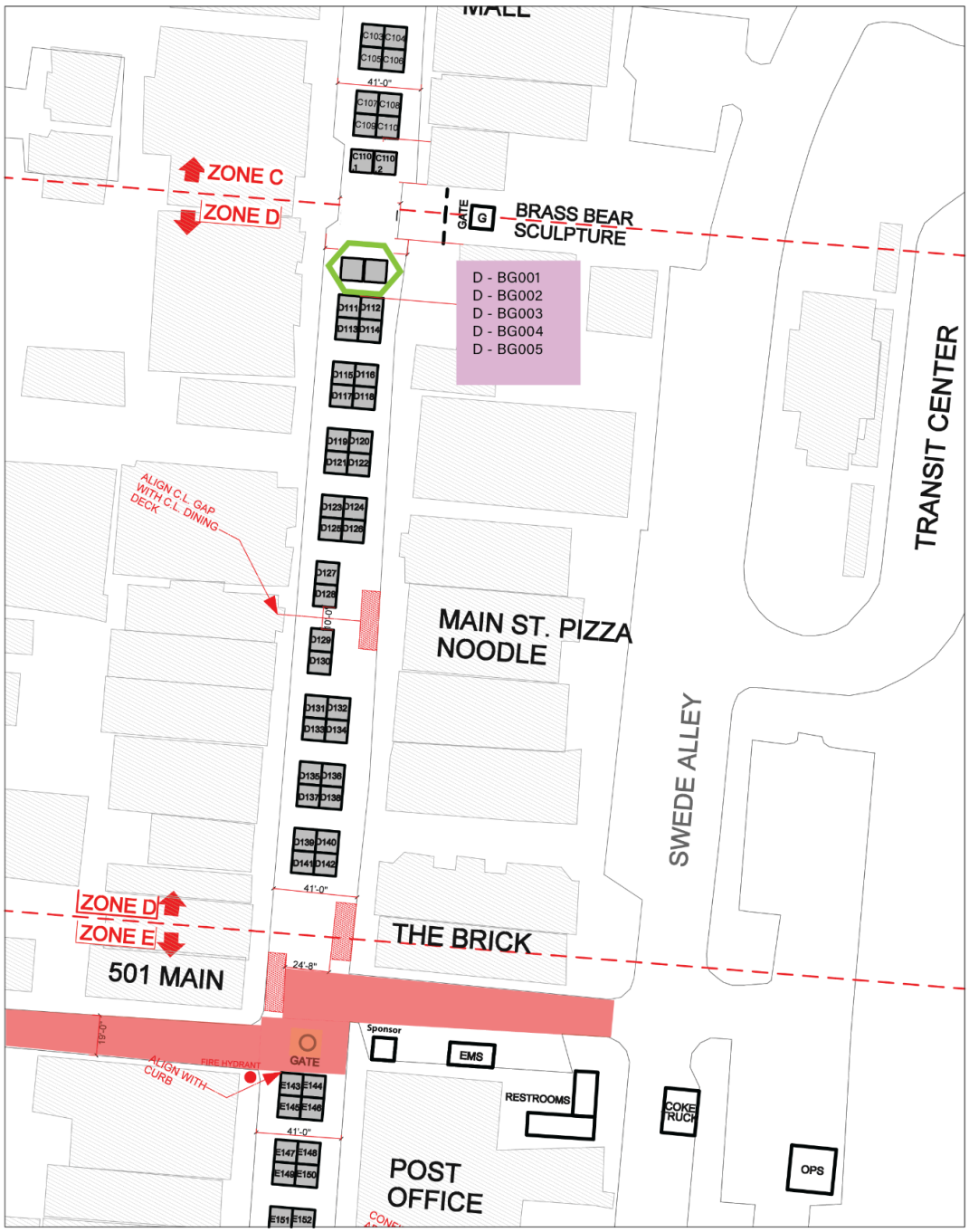
MAIN STREET - ZONE C

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

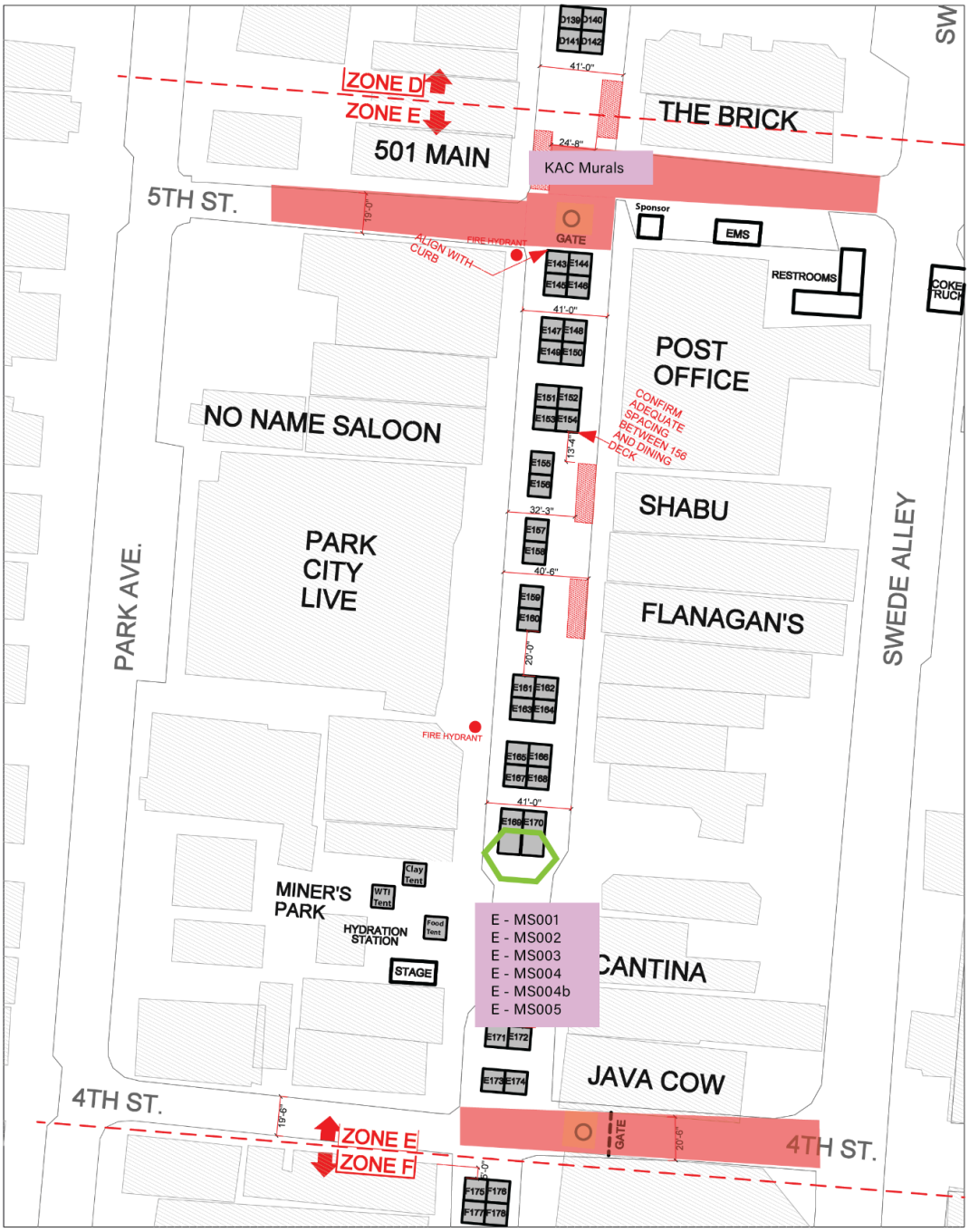
MAIN STREET - ZONE D

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

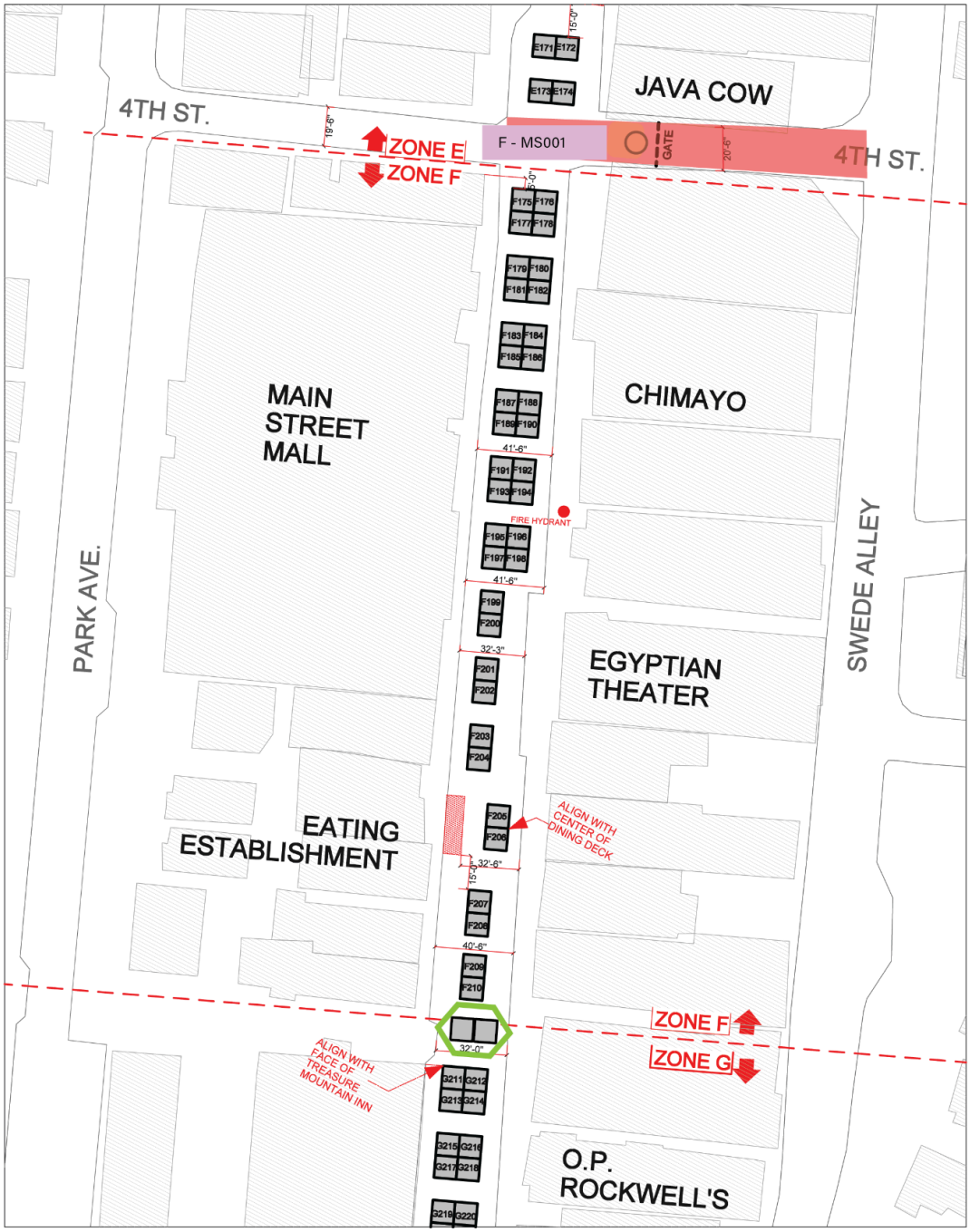
MAIN STREET - ZONE E

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

Emergency Vehicle Access

Potential new booths Needs to be measured

N

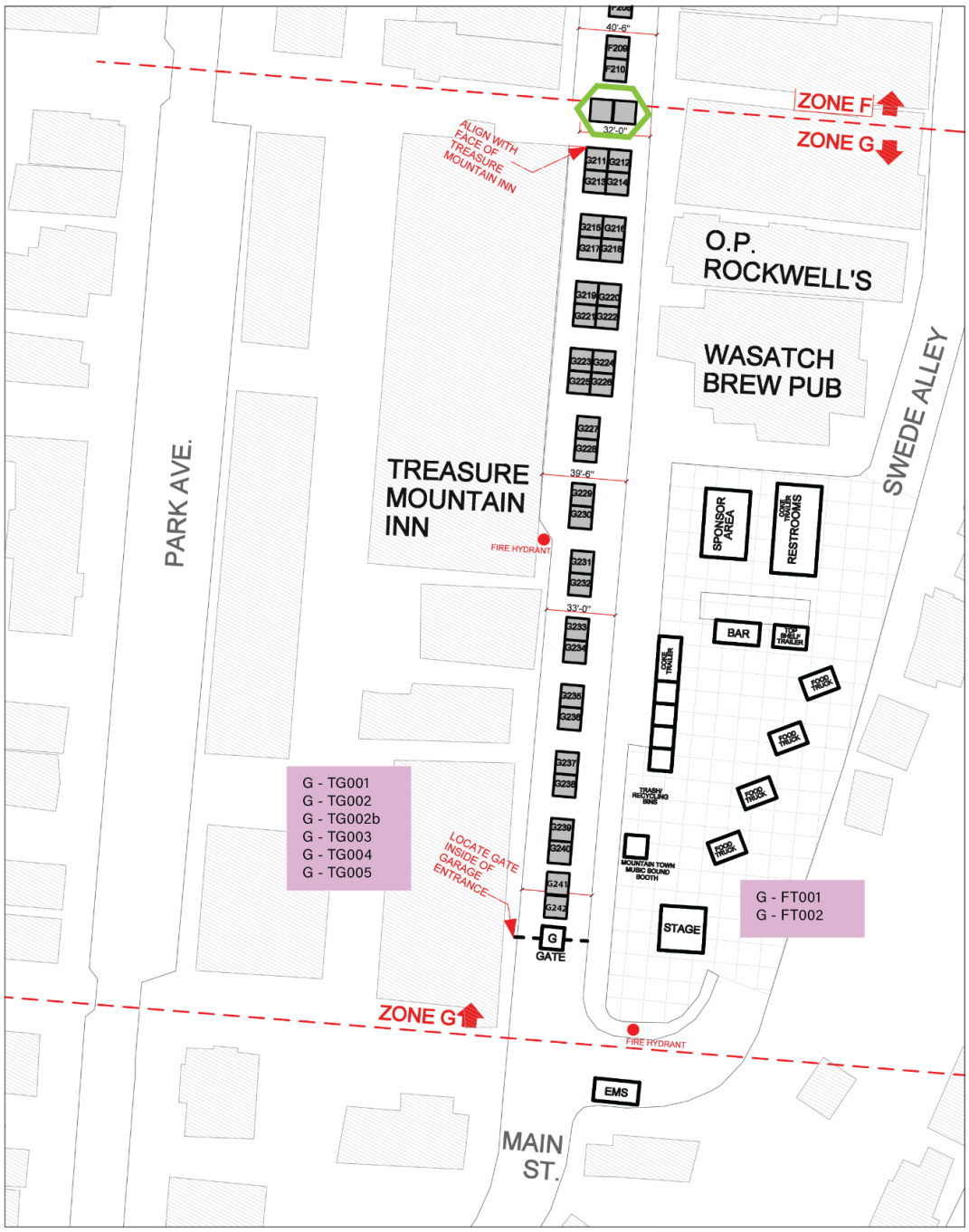
MAIN STREET - ZONE F

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

KIMBALL ART CENTER



NOTE ALL BOOTHS TO BE SPACED AT 10' APART, TYP. UNLESS OTHERWISE NOTED

MAIN STREET - ZONE G

2025 PARK CITY KIMBALL ARTS FESTIVAL

SCALE: 1' = 60'-0"

Note: festival map is drawn presuming base site plan provided by Park City Planning Department is accurate

Name	Map Code	Image
MS/KB Lamp Post Banner	Main Street, Kearns Blvd.	
Bridge Banner - North/South	A - BB001; A - BB002	
Art Matters Banner	B - KT001	
Creativity Matters Banner	B - KT002	
Way Finding Pillar	B - WF001	4 sided 22" wide x 72" tall overall structure Signage space on each side 22" x 48" TBD 2026 Design: KAC logo, festival map, artist list, programming info, KAC information See rendering below:

		
10x10 Entry Tent Back Panel	A - EG001; B - HG001; D - BG001; G - TG001	
KAC Edu/Exh 10x10 Banner	A - EG002; B - HG002; E - MP004; G - TG002	 TBD updated design for 2026 - Festival map, programming, KAC QR code Same dimensions, materials, and placements
KAC Edu/Exh 2024 specific stickers	A - EG002b; B - HG002b; E - MP004b; G - TG002b	 TBD updated design for 2026 - Festival map, programming, KAC QR code

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		Same dimensions, materials, and placements
Ped-Fence Welcome / Thank you	A - EG005; B - HG005; D - BG004; G - TG005	
English/Spanish Admissions Sign	A - EG003; A - EG004; B - HG003; B - HG004; D - BG002; D - BG003; G - TG003; G - TG004	
Paid Event Sign	A - MP001; C - GW001; D - BG005; E - MS001; F - MS001	
Creation Station Ped Fence	B - CC001	

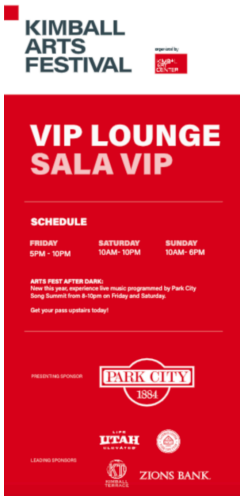
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Creation Station Feather Flag	B - CC002	
Creation Station Activity Sign 1 -4	B - CC003; B - CC004; B - CC005; B - CC006	
Creation Station Scavenger Hunt Sign	B - CC007	
Studio on Main Feather Flag	B - SM001; E - MP003	

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Studio on Main Activity Sign	B - SM002; E - MP002	
Main Stage Backdrop	B - MS001	
Main Stage Top Banner	B - MS002	
Main Stage Side Banner	B - MS003	
Ped-Fence No Alcohol / Thank you	B - SG001	

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Wasatch Stage Backdrop	G - FT001	
No Alcohol Beyond This Point Signs	G - FT002	
VIP Banner	Inside Kimball Terrace	
KAC/ sponsor table top stickers	E - MP005	

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Hydration Station Sign	A - HS001; E - MP001	
Bike Valet Sign	A - BV001	
Bike Valet Feather Flag	A - BV002	
Artist Booth Signs	Artist Booths	
Artist Wayfinding Signs	DV Resort, DV Drive, Traffic Circle, Swede Alley	

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Artist Load-In Signs	Swede Alley	
Wayfinding Gate Signage	Swede Alley	
Transportation Signs	Transit Center, Park & Ride locations	

KIMBALL ART CENTER

APPENDIX G: Park City Kimball Arts Festival Emergency Plan 2026

Emergency Phone Numbers:

Summit County Dispatch	435-615-3600
Park City Police	435-615-5500
Park City Fire Department	435-649-0653
Park City Emergency Management	435-640-2222
Park City Hospital	435-658-7000
Dominion Energy	800-323-5517
Summit County Sheriff	435-615-3600
Summit County Health Department	435-333-1500
Summit County Animal Control	435-615-3985
Utah Highway Patrol	435-647-7718
Rocky Mountain Power	888-221-7070

Kimball Art Center Contacts:

Hillary Gilson, Arts Festival Director	609-405-1254
John Stevenson, Operations Manager	435-901-1882

Fire & Medical Emergencies

Police, Fire and Ambulance will respond based on the initial call. Police personnel are trained in first aid and can provide stabilization until the ambulance arrives.

In Case of a Medical Emergency:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).Give the nature of emergency,
2. Location (Your specific site location),
3. Your name and phone number where you can be called back,
4. Do not move victim unless absolutely necessary,
5. And stay on the telephone until the Dispatcher has all needed information and allows you to hang up.

In case of fire:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).
2. Give the nature of the emergency and the location. Stay on the phone long enough to answer any questions the dispatcher might have. This will ensure that proper equipment and personnel respond. Police will provide rescue, traffic, communications and crowd control.
3. Alert people in the immediate vicinity to evacuate to the safest designated areas. [SEE ATTACHED MAP(S)]
4. Use a fire extinguisher if the fire is small and you have been trained in how to operate the device.
5. Never breathe the smoke from fire. Stay low and crawl if necessary to avoid it. Smoke from some plastics and other common materials are toxic. Stay upwind so combustion products will blow away you.
6. DO NOT REENTER THE AREA. If a life may be in jeopardy, notify the professionals and let them enter with proper equipment. A significant number of fire fatalities result when people who

have successfully evacuated a fire area return to retrieve a valued item or to search for someone missing.

Weather Related Emergency
The on-site event organizer will be responsible for determining if weather conditions become a hazard to personnel/patrons at the activity. Choose the safest alternative.

Before Any Event:
Before any event, the on-site event organizer shall research types of weather that may occur during the particular time of year the event is scheduled. Once potential hazardous weather or conditions are identified, mitigation, preparedness and training efforts will be included in the event planning.

Lightning:
In the event of weather conditions with the potential of lightning activity, careful monitoring of the weather dynamics is required. Such factors as the developing cloud patterns in the area, the lightning, and thunder activity should be considered. In conditions where there is observable thunder and lightning, outdoor activities shall be suspended until thunder can no longer be heard.

There is no safe place outside when thunderstorms are in the area. Evacuate to substantial buildings, enclosed parking structures and hard-topped vehicles are safe options. A safe building is one that is fully enclosed with a roof, walls and floors, and has plumbing or wiring (excludes temporary, portable, or metal buildings).

Lightning Safety Rules:

- Keep an eye on the sky,
- If you see or hear a thunderstorm coming, immediately suspend outside activity and go to a safe building or vehicle,
- Postpone activities promptly; do not wait for rain.
- If you cannot get to a shelter, stay away from trees,
- If you are out in a field, get to the lowest point,
- Move away from a group of people,
- Avoid metal,
- Avoid contact with electrical equipment or cords,
- Avoid contact with plumbing,
- Stay away from windows and doors, and stay off porches,
- Do not lie on concrete floors and do not lean against concrete walls.

COVID-19 Outbreak Response Plan
If Festival staff receive notification of attendee testing positive for COVID-19, staff will immediately notify Summit County Health Department at 435-333-1500 and follow directions received. In addition to precautions listed above, the following precautions should be taken if attendee is suspected of having COVID-19:

- If attendee is exhibiting the symptoms listed below, they will be isolated and onsite EMT will be contacted:
    - Fever above 100.4
    - Cough
    - Shortness of breath

    - Fatigue
    - Recent change in sense of smell or taste
- Staff will follow Summit County Health Department's recommendation regarding utilization of contact trace information and disseminating information to attendees

Active Shooter: (https://www.ready.gov/active-shooter)
During

RUN and escape if possible.

- Getting away from the shooter or shooters is the top priority.
- Leave your belongings behind and get away.
- Help others escape, if possible, but evacuate regardless of whether others agree to follow.
- Warn and prevent individuals from entering an area where the active shooter may be.
- Call 9-1-1 when you are safe and describe the shooter, location and weapons.

HIDE if escape is not possible.

- Get out of the shooter's view and stay very quiet.
- Silence all electronic devices and make sure they won't vibrate.
- Lock and block doors, close blinds and turn off lights.
- Don't hide in groups. Spread out along walls or hide separately to make it more difficult for the shooter.
- Try to communicate with the police silently. Use text message or social media to tag your location or put a sign in a window.
- Stay in place until law enforcement gives you the all clear.
- Your hiding place should be out of the shooter's view and provide protection if shots are fired in your direction.

FIGHT as an absolute last resort.

- Commit to your actions and act as aggressively as possible against the shooter.
- Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, scissors, books, etc.
- Be prepared to cause severe or lethal injury to the shooter.
- Throw items and improvise weapons to distract and disarm the shooter.

After

- Keep hands visible and empty.
- Know that law enforcement's first task is to end the incident and they may have to pass injured along the way.
- Officers may be armed with rifles, shotguns or handguns and may use pepper spray or tear gas to control the situation.
- Officers will shout commands and may push individuals to the ground for their safety.

- Follow law enforcement instructions and evacuate in the direction they come from unless otherwise instructed.
- Take care of yourself first, and then you may be able to help the wounded before first responders arrive.
- If the injured are in immediate danger, help get them to safety.
- While you wait for first responders to arrive, provide first aid. Apply direct pressure to wounded areas and use tourniquets if you have been trained to do so.
- Turn wounded people onto their sides if they are unconscious and keep them warm.
- Consider seeking professional help for you and your family to cope with the long-term effects of the trauma.

Wind:
Power outages may occur with as little as twenty-five mile per hour winds and can up-root trees with shallow roots. If an event has tents, be cautious of the stability of the structure. All tents must have a City permit, have 50# of weight per leg and be inspected by the PCMC Building Dept. Wind can pose a hazard to participants or spectators, and if the on-site event organizer determines that winds pose a life safety issue, then activities shall be suspended.

Hail:
Most hail storms develop in the presence of cumulonimbus clouds and other severe weather phenomena. Hailstones can cause serious damage, notably to automobiles, aircraft, skylights, glass-roofed structures, and people. Hailstorms rarely last more than 15 minutes. Some safety tips for hailstorms that an on-site event organizer should know or may want to pass on to participants are as follows:

- If you are outside, get inside.
- If you cannot find shelter, at least find something to protect your head.
- Stay away from windows.

Excessive Heat:
Heat is the number one weather-related killer in the United States, resulting in hundreds of fatalities each year. On average, excessive heat claims more lives each year than floods, lightning, tornadoes, and hurricanes combined. In planning for outdoor activities during a heat wave, consider certain precautions, e.g., can the event be scheduled in the morning or evening hours when it is cooler? The on-site event organizer will offer or encourage participants to:

- Drink or have plenty of water available. Avoid alcoholic and high sugar drinks.
- Encourage participants to wear lightweight, light-colored, and loose-fitting clothing,
- Wear a wide-brimmed hat, sunglasses, and sunscreen.
- Provide cooling places with misting stations.

Microburst Rainfall:
Microburst rainfalls occur within a plume of air with high amounts of moisture directed around a cold-core low or tropical cyclone. Flash flooding can frequently occur in slow-moving thunderstorms in urban environments where less plants and bodies of water are present to absorb and contain the extra water. Should excessive rainfall occur during an event, the on-site event organizer will:

- Listen to the radio or television for information.

- Be aware that flash flooding can occur. If the event site is in a low-lying area with the potential to flood, move immediately to higher ground.
- Be aware of streams, drainage channels, and other areas known to flood suddenly.
- Let participants know not to walk through moving water. Six inches of moving water can make you fall.
- Let participants know not to drive in flooded areas. If floodwaters rise around a car, abandon it. Move to higher ground.

Earthquake:
An earthquake can be dangerous, however it is unknown when an earthquake will happen or how strong it may be. Should a powerful earthquake happen (that is a 7.0 magnitude in the valley), it may result in a 5.6-5.8 magnitude here in Park City and surrounding areas. Precautions should be in place should an earthquake occur and event personnel should be aware of the danger and the procedures for safety and evacuation.

- Initially Drop Cover and Hold On
- Stay calm and await instructions from emergency personnel or a designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by a designated official. Be aware of falling objects as you exit a structure or hazards on the ground or in the area.

Terrorism:
An aspect of terrorism that affects many people who work in sensitive or governmental buildings is the bomb threat. Usually the person who receives the threat is someone who works for a corporation targeted by individuals or factions who have some type of violent complaint. A terrorist attack with conventional weapons such as firearms, explosives or incendiary devices in the United States remains possible, though unlikely.

BEFORE: Learn about the nature of terrorism. Terrorists often choose targets that offer little danger to themselves and areas with relatively easy public access. Foreign terrorists look for visible targets where they can avoid detection before or after an attack such as international airports, large cities, major international events, resorts, and high-profile landmarks. Learn about the different types of terrorist weapons including explosives, kidnappings, hijackings, arson, and shootings. Prepare to deal with a terrorist incident by adapting many of the same techniques used to prepare for other crises. Be alert and aware of the surrounding area. The very nature of terrorism suggests that there may be little or no warning. Take precautions when traveling. Be aware of conspicuous or unusual behavior. Do not accept packages from strangers. Do not leave luggage unattended. Learn where emergency exits are located. Think ahead about how to evacuate a building, subway or congested public area in a hurry. Learn where staircases are located. Notice your immediate surroundings. Be aware of heavy or breakable objects that could move, fall or break in an explosion. The use of explosives by terrorists can result in collapsed buildings and fires. People who live or work in a multi-level building can do the following: Review emergency evacuation procedures. Know where fire exits are located. Keep fire extinguishers in working order. Know where they are located , and how to use them. Learn first aid. Contact the local chapter of the American Red Cross for additional information.

<u>BOMB THREATS:</u> If you receive a bomb threat: Get as much information from the caller as possible. Notify the police and the building management immediately. Keep the caller on the line and record

everything that is said. After you've been notified of a bomb threat do not touch any suspicious packages. Evacuate the area around the suspicious package and notify the police immediately. In evacuating a building, avoid standing in front of windows or other potentially hazardous areas. Do not restrict sidewalk or streets to be used by emergency officials.

DURING: In a building explosion, get out of the building as quickly and calmly as possible. If items are falling off of bookshelves or from the ceiling, get under a sturdy table or desk. If there is a fire. stay low to the floor and exit the building as quickly as possible. Cover nose and mouth with a wet cloth. When approaching a closed door, use the palm of your hand and forearm to feel the lower, middle and upper parts of the door. If it is not hot, brace yourself against the door and open it slowly. If it is hot to the touch, do not open the door--seek an alternate escape route. Heavy smoke and poisonous gases collect first along the ceiling. Stay below the smoke at all times.

AFTER: If you are trapped in debris. Use a flashlight. Stay in your area so that you don't kick up dust. Cover your mouth with a handkerchief or clothing. Tap on a pipe or wall so that rescuers can hear where you are. Use a whistle if one is available. Shout only as a last resort--shouting can cause a person to inhale dangerous amounts of dust.

Fires and Floods:
Floods are the most common and widespread of all natural hazards. Some floods develop over a period of days, but flash floods can result in raging waters in just a few minutes. Flash floods carry a deadly cargo of rocks, mud, other debris and in some instances dangerous bacteria. Floods can occur without any visible rainfall. Mudslides are another danger created by flooding.

- During heavy rains, artist booths will be covered by artists and supported by staff if able
- Festival may close early based on weather conditions

Reference Information:
Summit County Family Emergency Preparedness Guide
Park City Outdoor Special Events Emergency Plan
CDC COVID-19 Business Response Guidance

SPECIAL EVENT PERMIT

Type of License:	**Level Five**
Event Name:	**2026 Park City Kimball Arts Festival**
Event Date(s):	**Friday through Sunday, August 7 – 9, 2026**
Event Location:	**Main Street, Heber Avenue, and Swede Alley**
Permittee:	**Kimball Art Center**
Contact Person:	**Hillary Gilson**
Approved By:	**City Council of Park City**
Approval Date:	**May 21, 2026**

The Park City Kimball Arts Festival is to be held on Main Street, Heber Avenue, and Swede Alley. Event times are Friday, August 7, 2026, 5:00 pm to 9:00 pm, Saturday, August 8, 2026, 10:00 am to 8:00 pm with the exception of the Spirit Garden that will stay open until 9:00 p.m., and Sunday, August 9, 2026, 10:00 am to 6:00 pm. Set up may begin as early as 3:00 a.m. on Friday, August 7, 2026, and breakdown shall be completed no later than 11:30 pm on Sunday, August 9, 2026.

Use Areas, Operations Plans, Transportation and Parking Plans, Insurance, and Hold Harmless Waiver shall be attached to this permit as an exhibit and finalized no later than July 31, 2026. This Level Five Special Event Permit has been issued under the authority described within the Park City Code, Title 4A based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The Park City Kimball Arts Festival is a Level Five Special Event. The event is a unique cultural and entertainment activity, held for non-profit purposes, occurring for a limited duration that impacts the City by using and impacting City property, requiring licensing and services beyond the normal scope of business, and creating public impacts through the following:
    a. Interruption of the safe and efficient flow of transportation in Park City including public rights of way, which may include impacts on streets or sidewalks necessary for pedestrian movement;
    b. Use of public property and facilities;
    c. Use of City parking facilities;
    d. Use of amplified sound above that which is defined in Title 6 of the Park City Code;
    e. Need for public safety beyond the normal scope of operations;
    f. Requires licensing and services beyond the normal scope of business; and
    g. Temporary events that do not normally occur within the permitted venue use.
2. The Park City Kimball Arts Festival has been determined as a Level Five event due to:
    a. Attendance throughout the event time period is estimated to be above 5,000 people and the event is in a non-consecutive series;
    b. Creates moderate to severe impacts to the surrounding area and cannot be held within the existing venue or use areas;
    c. Has moderate to severe transportation needs including removal of parking, requires a transportation mitigation plan, requires offsite parking plan, road closures, moderate to major residential transportation mitigation, and requires increased Park City Transit or a transportation provider; and
    d. Requires public safety staffing needs beyond their normal operations including moderate support in the venue and moderate transportation mitigation and public safety personnel.
3. The Park City Kimball Arts Festival is a Community Identifying Event as it:
    a. Honors Park City's unique community goals and enhances the goodwill that features authentic local culture, including making ties to the people, places, and history of Park City. It is not an outside event that simply partners with local organizations and businesses to check a box.

b. The event fundamentally aligns with the City Council's top priority of transportation, as well as its lenses specific to social equity and environmental sustainability.
c. Attendance is targeted primarily at local participation from Park City and Summit County residents, businesses, and employees.
d. The event offers free attendance for local Park City and Summit County attendance.
e. The event offers free and affordable options for underserved populations.

4. The Permittee's Application has been reviewed. The applicant has sufficiently mitigated adverse impacts to ensure transportation access in accordance with the Transportation Demand Management Plan, and Public Safety in accordance with the requirements of the Park City Police Department.
5. The Permittee has secured additional offsite parking at Park City High School / School District, Park City Mountain, and Deer Valley. Additionally, the City will utilize the Richardson Flat Park and Ride to accommodate necessary parking requirements for the event.
6. The event is organized by the Kimball Art Center, which is a local nonprofit in Park City, therefore, the reasons for hosting the event on Park City's Main Street are consistent with previous years, the Special Event City Services Agreement, and align with the City's core values. Specifically, the event and the organization support Park City's community goals and local and regional culture. Park City Kimball Arts Festival is not using Park City Main Street as a backdrop or venue with no authentic tie to the local community or city goals.
7. The event is not primarily retail or solely avoiding more restrictive zoning and licensing regulations.
8. According to Section B(2.2) of the City Services Agreement, Main Street shall be reopened to traffic and parking by 12:00 a.m. or sooner on Monday, August 10, 2026. The Permittee will organize load-in and load-out for each vendor, as well as ensure that traffic in the area continues to move during this high traffic time. The Permittee is responsible for working to establish and follow parking plans. The Permittee will have volunteers as well as the help of the Park City Police Department to ensure the efficiency of traffic, transportation, and public safety.
9. The Permittee has established a weather and emergency plan and will train staff and volunteers in the procedures of the plan. The applicant has established these plans to maximize the safety of event attendees, volunteers, staff, and the general public. There are no weather dates for the event, but the applicant is aware that weather could interfere with the possibility of the event's proposed activities. In the case that the event was to be canceled due to dangerous weather conditions, they would notify the general public as well as participants in the event. The applicant understands that Park City Special Events, Police, Fire, Building Official/Fire Marshal, and Emergency Management have the right to cancel or postpone the event at any time due to weather or emergency conditions.
10. The events associated with the Park City Kimball Arts Festival will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
11. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services. The Park City Kimball Arts Festival agrees to work in good faith with the City and Summit County Health Department to develop and agree upon health protocols and conduct business consistent with Utah requirements.
12. The Special Event will not substantially interfere with any other Special Events during the timeframe or with the provision of City Services in support of other events or governmental functions. There are other Special Event Permits that have been granted for Friday, August 7, and Saturday, August 8, 2026, as shown on the table below. The Park City Kimball Arts Festival will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

Name of Event	Location	Time	Attendance
Deer Valley Music Festival Friday, August 7, 2026.	Deer Valley Snow Park Amphitheater	6:00 p.m. to 10:00 p.m.	3,500 – 5, 000. Anticipated sell-out concert with increased transportation mitigation.
Deer Valley Music	Deer Valley Snow	6:00 p.m. to 10:00	3,500 – 5, 000.

Festival. Saturday, August 8, 2026	Park Amphitheater	p.m.	Anticipated sell-out concert with increased transportation mitigation.
Summer in the City Volleyball Saturday, August 8, 2026	Quinn's Junction		
Moose on the Loose Saturday, August 8, 2026	Quinn's Junction and Round Valley		

13. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
14. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of Park City Code § 4A-2-4(I) and has not failed to conduct a previously authorized event in accordance with the law or terms of a license.
15. Staff find Park City Kimball Arts Festival is working consistently with the measures as outlined in the City Services Agreement as entered on November 27, 2023, and supports the Council's goal of creating a complete community that values economic diversity, arts and culture, and a thriving mountain community. This event creates a community gathering place, encourages and supports the Historic Main Street Alliance, Park City Businesses, local and regional tourism, and supports continued Main Street vibrancy.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Code, Title 4A.

Conditions of Approval:

1. The Permittee, unless otherwise affirmatively agreed in writing, at its cost, shall incorporate such measures as directed by Staff to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the Permittee.
2. The Permittee is required to provide supplemental documents including a Transportation and traffic control plan, Contingency plans, Site Identification and Private Property Use Permission, detailed map showing specifics of event operations as described in Section 4A-2-7 of the Park City Code. Such documents shall be reviewed and approved with conditions administratively by the Special Events Manager in coordination with the Chief of Police, Transportation Manager, Chief Building Official, and Economic Development Manager.
3. The Permittee is required to provide a sufficient number of traffic controllers, signs, and other equipment as required by City, not limited to barriers, fencing, traffic devices, monitors for crowd control and safety, overnight security, and such measures as directed by City, County or State Staff in order to ensure that any safety, health, or sanitation equipment, services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety and the environment, adequate offsite parking and traffic circulation in the vicinity of the event and other services or facilities as necessary to ensure compliance with City ordinances in a plan approved by the Transportation Director, Chief of Police and Chief Building Official in accordance with the Transportation Demand Management Plan, Park City Risk Assessment and International Building and Fire Code.
4. The Permittee will organize load-in and load-out for each vendor, as well as ensure that traffic in the area continues to move during this high traffic time. The Permittee is responsible for working to establish and follow parking plans. The Permittee will have volunteers as well as the help of the Park City Police Department to ensure the efficiency of traffic, transportation, and public safety.
5. The Permittee is required to submit a waste and recycling plan which will be reviewed and approved in accordance with the City Event Sustainability Standards. Kimball Art Center shall report

sustainability statistics in the debrief report of the event.

6. The Permittee shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Permittee's use of the facility/area or failure to perform any aspect of this Permit; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Permittee; and provided further, that nothing herein shall require the Permittee to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Permittee expressly agrees that the indemnification provided herein constitutes the Permittee's limited waiver of immunity as an employer under Utah Code § 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Permittee claims or recovers compensation from the City for a loss or injury that Permittee would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the parties and is expressly made effective only for the purposes of this Special Event.

   At its own cost and expense, the Permittee 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 the Permittee, 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, the Permittee 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.

   - The Permittee shall maintain commercial general liability insurance on a primary and non-contributory basis in comparison to all other insurance, including the City's own policies of insurance, for all claims against the City. The policy must be written on an occurrence basis with limits not less than $2,000,000 per occurrence and $4,000,000 aggregate for personal injury and property damage. Upon request of the City, the Permittee 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).
   - The Permittee 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 the loading or unloading of a covered vehicle.
   - The Permittee 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 the Permittee, its employees, agents, and Subcontractors.
   - The insurance limits required by this section may be met by either providing a primary policy or in combination with an 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.
   - Each policy and all renewals or replacements, except those policies for Professional Liability, and Workers Compensation and Employer's Liability, must name City (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 the Permittee.
   - The Permittee waives all rights against City 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. The Permittee shall cause each policy to be endorsed with a waiver of subrogation in favor of the City for all work performed by the Permittee, its employees, agents, and Subcontractors.

- 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
- Should any of the Permittee's required insurance policies under this Agreement be canceled before the termination or completion of this Agreement, The Permittee must deliver notice to the City within 30 days of cancellation. City may request and the Permittee must provide within 10 days certified copies of any required policies during the term of this Agreement.
- Notwithstanding anything to the contrary, if the Permittee 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 the Permittee's insurance policies.
- In specifying minimum Permittee insurance requirements, the City does not represent that such insurance is adequate to protect the Permittee from loss, damage, or liability arising from its work. The Permittee is solely responsible for informing itself of the types or amounts of insurance it may need beyond these requirements to protect itself.

7. In accordance with the Transportation Demand Management Plan, the Permittee is required to create and implement a transportation and parking plan, including obtaining private property permission or executing lease agreements for such public property use that utilizes available public parking and can accommodate the anticipated attendance numbers. Parking shall be identified, managed, and secured for ADA, VIP, Staff and Volunteers, and Drop and Go/Taxi/For-Hire Lot.
8. The Permittee requested an exemption to the City noise ordinance pursuant to Section 6-3-11(B)(3) of the Park City Code on the basis that Permittee is performing an activity that there is no reasonable alternative. Relief from restriction was granted by the Chief of Police, including that the noise from the stationary source of sound shall not exceed a seventy-fifth percentile sound pressure level (L75) from:
    a. Friday to Sunday, August 7 to 9, 75 dBA during the daily operations of the Festival as listed at the beginning of this permit. No amplified noise is permitted from the Kimball Terrace Roof Top Patio during this time.

    Any sound outside of the timeframes listed above shall be kept to the noise levels outlined in Section 6-3-9 of the Park City Code. The Permittee shall work to orient noise activities to minimize sound impacts to the neighboring residents, businesses, and public facilities. If a complaint is received by Park City Police Department, the Police Department will investigate the complaint from the source of the complaint. If asked by the Park City Special Event staff or Police Department, the Permittee shall turn the noise down to mitigate concerns of noise from surrounding residents, businesses, or public facilities. The Permittee shall provide on-site management for each aspect of the event and shall be responsible for ensuring that the sound system maintains level adjustments not to exceed provisions of the Park City Noise exemption as outlined above.
9. The Permittee is responsible for assisting the City with an outreach and communication plan, including event engagement and outreach plans before the plans are considered by Council, an event notice and outreach plan with direct primary and secondary contacts for City, Kimball Art Center staff leading up to the Festival for a final reminder of impacts and review of debrief for Festival operations in a form to be approved by the Special Events Manager to surrounding businesses and residents.
10. The Permittee shall provide a final plan for the Park City Kimball Arts Festival, which includes final site plans, transportation, security/public safety, and parking management plans including details of the operations for venues as required by the Economic Development Manager, Chief of Police and Transportation Planning Manager no later than 10 days before the event.
11. All plans for tents, stages, and other temporary structures as well as flammable materials shall

be submitted and approved by the Building Department no later than July 31, 2026, or no less than one week before the first day of set up for each venue. Tents, stages, or other temporary structures are not permitted on the Kimball Terrace.

12. The Permittee is responsible for securing all City, County, and State permit approvals required for this event and shall be secured no later than 30 days in advance of the start of the event.
13. The Permittee is responsible for maintaining a staff and volunteer plan. Such a plan shall be provided to the Special Events Manager and Economic Development Manager.
14. The Permittee's use of barricades and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
15. All third-party permit approvals, including the Park City School District, Summit County, and the State of Utah, required for this event shall be secured 30 days in advance of the event and submitted to Park City Municipal Corporation.
16. The Permittee will provide an official Kimball Art Center Venue and Sponsor list and sign plan for the event.
17. All handouts, flyers, banners, and other signage shall comply with the Park City Municipal Sign Code and be approved by the Planning Department.
18. Kimball Art Center shall have use of the areas as outlined in the site plans.
19. Kimball Art Center estimates that overall attendance of the Kimball Arts Festival in 2026 in Park City will be 30,000. The Permittee shall modify operations as directed by Staff to address any substantive change in conditions created by the growth in attendance to the event with regards to maintaining public safety, traffic, and transportation impacts to the City.
20. Estimated City Service fees for the Park City Kimball Arts Festival in 2026 are $170,593. Final financial reporting on City Service fees shall be reported in the debrief.
21. Kimball Art Center will address any requirements from the Chief Building Official and Public Safety Personnel regarding the placement of emergency staff and equipment. Kimball Art Center will submit an Emergency Operations Plan to be coordinated with Park City Police, Emergency Management, and Park City Fire District.
22. The Park City Special Events, Police, Fire, Building Official/Fire Marshal, and Emergency Management Departments have the right to cancel the event upon any condition, violation, or weather that jeopardizes the life, safety, or property of the residents or visitors of Park City.
23. This Permit must be in possession of the Permittee at all times while on location and must be made available for inspection when requested by City authorities or the public. The Permittee is responsible for providing a schedule of events, and access to any site for purposes of Code Enforcement or Public Safety as outlined by Park City Code § 4A-2-4.

PASSED AND APPROVED this Thursday, the 21st day of May, 2026.

PARK CITY MUNICIPAL CORPORATION

_____

Adam Lenhard, City Manager

Attest:

_____

City Recorder

Approved as to form:

_____

City Attorney's Office

Kimball Art Center
1251 Kearns Blvd
PO Box 1478
Park City, UT 84060

By:

_____

Name Printed:

_____

Title:

_____

Exhibit C: Analysis of Park City Kimball Arts Festival

Park City Kimball Arts Festival (Festival) Hours:

- Friday, August 7, from 5:00 to 9:00 p.m.
- Saturday, August 8, from 10:00 a.m. to 8:00 p.m. (Spirit Garden open until 9:00 p.m.).
- Sunday, August 9, from 10:00 a.m. to 6:00 p.m., break down and move out by midnight.

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The footprint of the event includes:

- All of Main Street (and side streets).
- Swede Alley.
- Heber Avenue.
- Bob Wells Plaza.
- Flagpole Parking Lot.
- Wasatch Brew Pub Parking Lot.
- Nonexclusive use of Sand Ridge Parking Lots and China Bridge.
- 9th Street is to remain open for Transit Operations.
- Part of the North Marsac lot is to remain the footprint for Park City Police, Fire, Sheriff, Emergency Management, and other Public Safety Personnel. The other section will be used for Parking Permit holders.
- 7th Street will be utilized as the location for the Bike Valet.

Locations for Kids Activities, VIP, Volunteer, Kimball Art Center (KAC), and Staff Offices are as follows:

- VIP – Kimball Terrace Event Center.
- Kids Activities – Heber Ave.
- Volunteer Lounge – TBD (likely Gateway Center)
- Media Lounge – TBD (likely Gateway Center)
- KAC Staff Check- TBD (likely Gateway Center)

Admission & Tickets

- Friday Locals Free Night.
- Advanced Ticket pricing: $15/day for adults, $7/day for kids (ages, 6-17), free for 5 and under.
- Day of Ticket pricing: $15/day for adults, $7/day for kids (ages, 6-17), Free for 5 and under.
- VIP Pass: $350.
- Weekender Pass: $99 through June 30th, $150 starting July 1st.

Operations & Set Up for the Festival

- Operational Setup begins on Tuesday, August 4, 2026. Outreach will take place the week leading up to this event. HPCA and surrounding residents will be notified of parking removals.
- Operational Setup in the Brew Pub Lot will begin on Wednesday, August 5, 2026 on the south side of the lot, and the entire lot on Thursday, August 6.
- KAC is requesting to park a Coke trailer on the Northwest side of Heber Avenue during the event, starting on Thursday, August 6, 2026. KAC has been informed to do merchant outreach and notify them of the trailer location.
- Event Setup begins on Friday, August 7, 2026, at 3:00 a.m.
- Event Break Down will be completed by Sunday, August 9, 2026, at midnight.
- The operational breakdown will be completed by Tuesday, August 11, 2026.

Transportation & Parking Plans

The KAC and Park City Staff continue to work closely regarding Transportation and Parking Plans.

Exhibit C: Analysis of Park City Kimball Arts Festival

In coordination with the Transportation Planning and Parking Services Departments, the KAC has created a transportation and parking plan that is consistent with the work that is being implemented to reduce traffic in the City.

Parking has been secured at the Richardson Flat Park & Ride, the Park City School District, Park City Resort, and Deer Valley at various times throughout the Festival. Festival and City Departments are working to coordinate consistent messaging for residents and attendees regarding impacts and expectations. Transportation Plans will include:

- Bus Only Lane on Deer Valley Drive
- Free Parking at Park City School District and Resort Lots (times may vary)
- Ecker Hill Park and Ride
- Paid Parking Rates: Friday (10:00 am – 9:00 pm) is $9 per hour, max $40, standard rates after 9:00 pm, Saturday and Sunday (10:00 am – 6:00 pm) are $9 per hour, max $40, standard rates after 9:00 pm.
- Increased Public Safety Personnel at Key Intersections at Residential Access Points on Friday Night of the Festival.
- Bike Valet at 7th Street – the same as in year's past.
- As in years past, Transit will add additional Transit Operations on 9th Street and the Old Town Transit Center.
- In addition, KAC also continues to encourage all attendees to Carpool, Bus, Bike, and Walk to the event.

Community Engagement & Notification Plans

The KAC and City Departments have worked to increase notifications regarding the event for both attendees and residential impacts. The following is a list of Community Engagement & Notification plans for the event.

- Text Alert System – Text PCARTSFEST to 888777 to receive impact information.
- HPCA Coordination & Information – City Staff will attend the May & June HPCA meetings to make them aware of changes this year. Staff will continue to update and coordinate with HPCA as the event approaches.
- City Hosted Impact Information – To be posted on the City and KAC's Website. Such information is geared to help residents understand the impacts and mitigations during the event.
- Door to Door Merchant and Resident outreach.
- KAC has provided a direct contact list for coordination with the City's Community Engagement and Emergency Management Teams.
- Social Media, Radio, TV, and Newspaper Marketing & Information – specifically to address alternate modes of transportation.

Environmental Sustainability

As part of their City Service Agreement, KAC has a staff member in charge of managing waste for the event. In addition to offering recycling at their event, KAC is taking steps to reduce environmental impacts at the 2026 Festival by:

- All food vendors are required to use compostable serving materials.
- The Festival continues to promote alternative transportation options to the event.
- Festival staff will work with vendors to promote a no-idling policy during the setup and breakdown of the event.
- Require vendors (food and artists) to not use plastic bags, and to use recyclable serving materials. It is highly encouraged that packaging and serving materials be biodegradable.
- Require vendors to properly dispose of wastewater. Tents will be weighted with cement blocks

instead of water-filled weights as available.

- KAC has encouraged their food vendors to no longer offer products in glass bottles or use Styrofoam.
- Offering a free Bike Valet located on 7th Street.
- Encouraged vendors to have materials printed on post-consumer recyclable materials.
- Many artists use repurposed or recycled materials in their work.

Signage

- As in 2025, a banner sign will be placed on both sides of the Marriot Summit Watch / Town Lift pedestrian bridge and the stairs leading from Main Street to the Town Lift Plaza.
- The Festival will hang light pole banners on Main Street, Deer Valley Drive, and Kearns Blvd.

Financial Considerations

According to section 6.1 of the City Services Agreement, KAC shall be entitled to a waiver of City service fees, which may not exceed $180,000 annually. The KAC is responsible for additional City costs that exceed $180,000. However, we do not expect fees to exceed $180,000 this year. The funding for City services associated with the Festival comes from the General Fund and is estimated at $170,593.

Anticipated City Service Fees are listed below.

Event Costs 2025 Actual & 2026 Estimate			
Cost Item	**2025 Actual**	**2026 Estimate**	**Notes**
Special Event Application Fee	$1,038	$1,038	This is the Level 5 Special Event Permit Fee at the CIE rate.
Fire & Building Permit	$690	$1,900	This will include after hours fees and time for staff to do inspections.
Parking Services - Parking Spaces	$46,000	$46,000	$30/day for 400 parking spaces for 3 days - Swede Alley Surface, Bob Wells, Flagpole, Wasatch Brew Pub, China Bridge
Building Maintenance	$3,000	$3,000	Extra restroom cleanings. The Festival pays separately for increased trash removal on Main Street through a contractor.

Exhibit C: Analysis of Park City Kimball Arts Festival

Transit Operations	$12,000	$12,000	$150/hour rate estimate. Includes golf carts shuttles on Swede Alley.
Banner Installation	$3,173	$3.173	Actual cost is $3,173, because a UDOT permit was not required due to Park's coordination.
Public Safety - Police	$79,600	$79,900	Estimate of cost as if all positions were filled + addition of earlier hours for Swede/Heber intersection and extended Spirit Garden hours on Saturday night. Pay rate of $100/hr, per City fee schedule.
Mobile Command	$450	$450	Per Fee Schedule
Equipment & VMS	$12,032	$12,032	Public Works estimate includes type 1, bus lane and equipment including VMS + PW man hours to implement.
Kane Security	$8,900	$8,900	Residential, Taxi and Bollard Management, this is an addition to the new CSA.
Trash & Recycling Services	$2,000	$2,000	Extra Dumpsters and Increased Dumps
Community Engagement & Outreach	$500	$500	For Event Impact Notices, Impact Map and Boots on the Ground Outreach
Total	**$169,383**	**$170,593**	

Exhibit C: Analysis of Park City Kimball Arts Festival

Event Coordination

A Summary of events that occur on the same day as the Festival are listed below. According to section 4A-2-5 of the municipal code, staff finds that these events will not duly interfere with each other. While this is a Peak Time Period, all the events listed below are returning events that existed on the 2025 Calendar. Please also note that the weekends that follow the Festival in August are quiet weekends with no Park Silly Sunday Market.

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated Attendance
August 7	**Deer Valley Music Festival**	**Deer Valley Snow Park Amphitheatre**	**6:00 p.m. to 10:00 p.m.**	**3,500 –5,000 anticipating sell-out concert with increased transportation mitigation**
August 8	**Deer Valley Music Festival**	**Deer Valley Snow Park Amphitheatre**	**6:00 p.m. to 10:00 p.m**	**3,500 –5,000 anticipating sell-out concert with increased transportation mitigation.**
August 8	**Summer in the City Volleyball**	**Quinn's Junction**		
August 8	**Moose on the Loose**	**Quinn's Junction and Round Valley**		

City Council Staff Report

Subject: Executive Municipal Officer Compensation
Department: Budget and Human Resources
Date: May 21, 2026

Recommendation
Hold the legally required public hearing before adopting a final FY27 budget that includes compensation increases for executive municipal officers.

Background
Utah Code section 10-3-818, *Salaries in Municipalities*, requires the governing body of a municipality to set compensation for elective and statutory officers by ordinance after holding a public hearing. That ordinance is a separate item on tonight's agenda.

In addition, section 10-3-818(2)(b) requires the City Council to hold a separate public hearing before adopting a final budget if the final budget includes a compensation increase for an executive municipal officer.

"Executive municipal officer" means city manager, deputy city manager, city attorney, department or division heads or chiefs, and deputy or chief assistants to department or division heads. "Compensation increase" means budgeted salary, bonus or incentive pay, vehicle allowance, and deferred salary.

Analysis
Because the final proposed budget may include a compensation increase for executive municipal officers, the City Council must hold a public hearing on these proposed increases before adopting the final budget. At this time, compensation budget amounts and specific adjustments for employees and executive municipal officers have not been decided. The amounts below represent the *maximum* amount that will be in the final budget. They are not final amounts that employees will receive.

The proposed FY27 compensation adjustments for executive municipal officers align with the citywide compensation plan. The FY27 pay plan budget will not increase by more than 5% of the FY26 total personnel budget. This includes a 2% cost-of-living adjustment (COLA) and a merit increase of between 0-4%.

Exhibit A: FY27 Executive Municipal Officer Maximum Potential Percent Increase by Position

	Maximum Potential Increase (%)	
Title	**COLA**	**Merit**
Assistant Budget Director	2%	4%
Assistant Planning Director (Vacant)	0%	0%
Assistant Recreation Director	2%	4%
Assistant Transportation Planning Manager	2%	4%
Assistant Building Official	2%	4%
Assistant City Engineer	2%	4%
Budget Director (Vacant)	0%	0%
Building Maintenance Supervisor	2%	4%
Chief Building Official	2%	4%
Chief of Police	2%	4%
City Attorney	2%	4%
City Engineer	2%	4%
City Manager	2%	4%
Communications Director	2%	4%
Deputy Chief Building Official	2%	4%
Deputy City Attorney	2%	4%
Deputy City Manager	2%	4%
Director of Economic Development	2%	4%
Emergency Manager (Vacant)	0%	0%
Director of Lands and Sustainability	2%	4%
Finance Director (Vacant)	0%	0%
Fleet Manager	2%	4%
Golf Course Manager	2%	4%
Human Resources Director	2%	4%
Ice Rink General Manager	2%	4%
IT & Customer Service Director	2%	4%
Library Director	2%	4%
Assistant Library Director	2%	4%
Parking and TDM Manager	2%	4%
Parks Manager	2%	4%
Planning Director	2%	4%
Police Captain	2%	4%
Police Captain	2%	4%
Trails & Open Space Manager	2%	4%
Public Utilities Director	2%	4%
Public Works Director	2%	4%
Recreation Director	2%	4%

Special Events Manager	2%	4%
Transit Manager	2%	4%
Transportation Director	2%	4%

City Council Staff Report

Subject: FY27 Elective & Statutory Officer Ordinance
Department: Budget & Human Resources
Date: May 21, 2026

Recommendation

Consideration to Approve Ordinance 2026-13, an Ordinance Establishing Compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2026 – 2027 in Park City, Utah.

Executive Summary

In accordance with Utah Code §10-3-818, the City is required to adopt compensation for elected officials, statutory officers and executive municipal officers.

The City Council is scheduled to hold a public hearing today, May 21, 2026, in compliance with §10-3-818(2)(b), as the Final FY 2027 Budget may include compensation increases for executive municipal officers.

Additionally, Utah Code §10-3-818(1) requires that any changes to compensation for the Mayor, City Council, and Statutory Officers be adopted by ordinance after a public hearing. This public hearing is separate from the one being held for executive municipal officer compensation. The proposed ordinance sets salary levels for FY27 and repeals all previous compensation ordinances for these roles.

Analysis

As part of the FY27 budget process, staff is evaluating compensation for the Mayor and City Council to ensure that pay levels appropriately reflect the evolving demands of elected service in Park City. For over a decade, compensation for these elected positions has remained largely static, even as the complexity of municipal governance, intergovernmental coordination, and policy oversight has increased substantially. The time commitment required to effectively represent Park City at the local, regional, and state levels has also grown, intensifying expectations around accessibility, technical competence, and community engagement.

To address these changes, the tentative FY27 budget proposes an adjustment to Mayor and Council compensation that aligns with recent market corrections implemented by peer organizations, including Summit County. The proposed FY27 wage increases for the Mayor and City Council are as follows:

Position	FY26	Proposed FY27	Variance
Mayor	$55,209	$110,441	$55,232
City Council (1)	$28,520	$58,333	$29,813
City Council (2)	$28,520	$58,333	$29,813
City Council (3)	$28,520	$58,333	$29,813
City Council (4)	$28,520	$58,333	$29,813
City Council (5)	$28,520	$58,333	$29,813
Total	*$197,809*	*$402,106*	*$204,297*

This approach supports two primary objectives:

- Removing financial barriers to serving as an elected official and enabling a broader and more diverse range of residents to consider public service; and
- More accurately aligning compensation with the expanded responsibilities, specialized knowledge, and governance expertise required of these leadership roles.

Exhibits

Exhibit A – Ordinance No. 2026-13, an Ordinance Establishing Compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2026 – 2027 in Park City, Utah

Ordinance No. 2026-13

ORDINANCE ESTABLISHING COMPENSATION FOR THE MAYOR, CITY COUNCIL, AND STATUTORY OFFICERS FOR FISCAL YEAR 2026 – 2027 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 May 21, 2026;

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 2026-2027
Mayor	
Wages	$116,666 per year
Health Benefits (or cash in lieu)	$29,731 per year
Car Allowance	$ 3,000 per year
Total	**$149,397 per year**
City Council	
Wages	$58,333 per year
Health Benefits (or cash in lieu)	$29,731 per year
Total	**$88,064 per year**
City Manager	$186,760–$297,174 per year
City Attorney	$186,760–$291,174 per year
City Treasurer	$119,563–$179,346 per year
City Engineer	$154,947–$232,421 per year
City Recorder	$105,998–$158,997 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 $29,731. 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, 2026.

PASSED AND ADOPTED this 21st day of May, 2026.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Ryan Dickey

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
City Attorney's Office