PARK CITY PUBLIC ART ADVISORY BOARD MEETING
SUMMIT COUNTY, UTAH
June 23, 2026

The Public Art Advisory Board of Park City, Utah, will hold its regular meeting in person at the Marsac Municipal Building, Executive Conference Room, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online and may have options to listen, watch, or participate virtually.

Zoom Link: https://us02web.zoom.us/j/87505710988?pwd=4hlIHD85zpaNbZzzcEKtIKbNb6R99G.1

REGULAR MEETING - 5:00 p.m.

I. ROLL CALL

II. PUBLIC COMMENT: Any Items Not on the Agenda

III. CONSIDERATION OF MINUTES

1. Consideration to Approve the Public Art Advisory Board Minutes from May 26, 2026

IV. STAFF AND BOARD COMMUNICATIONS: Jocelyn/Chris/Stephanie

1. City Updates
    a. Status of Percent-for-Art Policy
    b. New and outgoing board members
2. SCPAAB/Arts Council updates
3. Any other Staff or Board Communications

V. PROJECT UPDATES/NO DISCUSSION

1. New signage being developed for Bus Shelters Phase I and Creekside Shade Structure.

3. Reordering blanket for Loosey the Moose.

4. Bus Shelter Artwork Phase II going to Council on June 25 for approval. All 20 designs will be included in the packet, including Red Flower Studio’s proposal #10.

VI. PROJECT UPDATES FOR DISCUSSION

1. Trail Art project: Suzy Lee, Trails and Open Space Program Manager, will join with an update with site location options for the board.

2. Artwork re-site: "Waves, Planes, and Parallels" working with Trails team on re-site location, and will join us for the June meeting with an update.

3. Artful Bike Racks - The project includes the purchase of 43 artistic bike racks at a total cost of $19,000. Comparable standard bike racks would cost approximately $7,267 ($169 per rack), resulting in a premium of $11,733 for the artistic design. The PAAB contribution is proposed to fund this incremental cost of $11,733. The Project artistic fabrication PAAB budget was $15,800, so this project is expected to be under budget.

4. Bus Shelter Artwork "Art Kids" deaccession was approved by City Council on May 7th. Staff has sent the artist sign a waiver of release. A resident is interested in salvaging part of the artwork, staff is working in collaboration with this resident.

VII. ADJOURNMENT

Under the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify Stephanie Valdez at 435-640-1225 or stephanie.valdez@parkcity.gov at least 24 hours before the meeting.

Public Art Advisory Board Minutes
For more information, go to www.parkcity.org

Date: Tuesday, May 26, 2026
Meeting Place: Marsac Executive Conference Room, 445 Marsac Avenue, Park City, UT 84060
Time: 5:00 p.m. to 7:00 p.m.
Minutes: Stephanie Valdez, Art Coordinator
Next Meeting: June 23, 2026

Topic 1: Call Meeting to Order (5:02p.m)

Present: Kara Beal, Chair; Molly Guinan (virtual), Vice Chair; Bailey Edelstein, Jess Griffiths (virtual) Samantha Osselaer, Molly Miller, City Council Liaison; Emma Gerrard, Chris Eggleton, Economic Development Director; Stephanie Valdez, PCMC Art Coordinator, Jocelyn Scudder, Executive Director, Arts Council, Jenny Diersen, Art Coordinator/Arts Council (virtual)

Absent: Pamela Bingham, Phil Hildebrant

Topic 2: Public Comment: Any Items Not on the Agenda
No public comment at the time.

Topic 3: Approve Minutes from the May meeting
Sam motioned to approve the May meeting's minutes with minor edits to Chris' title, seconded by Bailey. Motion passed unanimously.

Topic 4: Staff and Board Communications
On May 21, 2026, the City Council reinstated the Public Art Advisory Board's Percent for Art policy. Chris shared that policy includes three sections that explain how the Percent for Art program works. City staff have already started working with other departments and project managers to better clarify which projects are eligible and to make the policy easier to understand and apply.

There is still some clarification work to be done. The next step is for the subcommittee formed at the last board meeting—Kara, Molly, Jess, City staff, and representatives from the Arts Council—to schedule a work session. Kara asked if it was possible to receive a copy of the capital projects so the subcommittee can have an idea of which projects may potentially meet the eligibility requirements. This work is expected to take place over the next few months to move forward with finalization and adoption through Council approval.

Jocelyn noted that the Board has historically received monthly financial updates that include expenditures and remaining balances. Staff questioned whether monthly reporting is necessary and suggested transitioning to quarterly updates. Kara indicated she would be comfortable with quarterly reporting.

Jenny explained that in the early years of the PAAB, the Board was not actively spending funds, and, at one point, budget allocations were removed. During the time Jenny managed budget reporting, the Board requested monthly financial updates.

Kara commented that the Board typically makes expenditures on larger increments and is generally aware of where funds are being allocated. She stated that the Board is comfortable with whichever reporting schedule is most efficient for staff. Chris added that a new financial system is now in place, including updated procedures for carrying balances forward between fiscal years. He asked the Board what level of detail they would like to see in future reports, such as itemized transactions or higher-level budget summaries.

Kara asked Board members whether they would be comfortable moving to quarterly reporting, and Sam agreed. The Board also requested sample reporting templates for review, with the intention of revisiting the discussion at a future meeting.

Chris stated that Quarter 4 reporting will include a year-end recap for FY26, including a list of all transactions and expenditures. FY27 will begin with a new starting balance, and the budget and available balance may differ from the previous fiscal year.

Kara asked whether the Board could review a few different financial reporting formats and provide feedback on their preferred presentation style. Jocelyn indicated that she envisioned working with Board leadership to review options and help determine the most useful format for future financial updates.

The budget approval process is moving forward with a June 4th Council Meeting and then final approval of the budget is June 25th.

Summit County Public Art Advisory Board closed the RFP for artful benches for the Summit County Justice Center.

Jocelyn shared that the Latino Arts Festival will be held June 12-14 at the Canyons Village. Public transit is highly encouraged.

Topic 5: Project Updates/No discussion

- MARC pool & artwork fencing ribbon cutting on June 6 at 11:45 AM.
- New signage being developed for Bus Shelters Phase I and Creekside Shade Structure.
- Artful Bike Rack Design Contracts complete and project is underway, pending next steps with Transportation Team for bike rack fabricator (no action for PAAB).
- Bus Shelter Artwork “Art Kids” deaccession was approved by City Council on May 7th. Artwork re-site “Waves, Planes, and Parallels” is underway working with Trails team on re-site location, and will join us for the June meeting with an update.
- Trail Art project: Suzy Lee, Trails and Open Space Program Manager, will join the PAAB meeting in June with an update with site location options for the board.
- School of Fish repair complete. Contracted with artist Scotty Whitaker for maintenance.
- Reordering blanket for Loosey the Moose.

Topic 5: Items not on the agenda
Kara raised feedback regarding future proposal review processes and discussed potential ways to better screen or filter submissions during the RFP process.

Sam noted that some artists submitted materials more like to a Request for Qualifications (RFQ) response rather than a proposal that fully addressed the project requirements. Sam also observed that some submissions lacked sufficient concept clarification or were incomplete and did not fully meet the requirements outlined in the RFP.

Kara suggested incorporating a submission checklist into future RFPs to help artists confirm that all required materials and information have been included prior to submission.

Jocelyn acknowledged the feedback and noted that these concerns could be addressed through clearer language and requirements in future RFPs.

Bailey motioned to adjourn the meeting, and Sam seconded. All were in favor.

Regular Meeting adjourned at 5:41pm