PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
July 16, 2026

The Council of Park City, Utah, will hold a special 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. Click here for more information.

SPECIAL MEETING - 10:00 a.m.

I. ROLL CALL

II. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from July 9, 2026

III. NEW BUSINESS

1. Appoint Karyn Henry as Finance Director for Park City Municipal Corporation

IV. 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.**

PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, UTAH 84060

July 9, 2026

The Council of Park City, Summit County, Utah, met in open meeting on July 9, 2026, at 1:00 p.m. in the Council Chambers.

Council Member Toly moved to close the meeting to discuss property, litigation, and advice of counsel at 1:02 p.m. Council Member Miller seconded the motion.

RESULT: APPROVED
AYES: Council Members Ciraco, Miller, Parigian, Toly, and Zegarra

CLOSED SESSION

Council Member Ciraco moved to adjourn from Closed Meeting at 3:40 p.m. Council Member Miller seconded the motion.

RESULT: APPROVED
AYES: Council Members Ciraco, Miller, Parigian, Toly, and Zegarra

WORK SESSION

Senior Center Discussion:
Matt Lee and Chris Eggleton, Economic Development and Housing Department, presented this item. Lee reviewed the work in progress including utility needs, road access, and a plat amendment and right-of-way vacation. He estimated the design would be completed by fall and then the project would advance to the Planning Commission for consideration. He hoped that construction would begin next spring. The proposed plan had 52 parking stalls, 8,800 square feet on the ground level and 6,200 square feet on the second floor.

Lee explained the budget outlay for construction and asked if Council wanted to proceed with the schematic design. Council Member Parigian asked if the two sections of parking could be connected. Eggleton thought people would be entering from 12th street and Sullivan Road and they would see the openings. He worked with Transportation Planning for transit opportunities and indicated the mobility bus would stop at the center. Council Member Parigian asked what the roof area entailed. Seth

Striefel, Sparano + Mooney Architecture stated that was space that the deck could expand into, although the occupancy load would be limited.

Council Member Parigian didn't like having only 52 parking stalls and asked that there be a contingency plan to add more in case of over-use. Lee stated additional parking could be added but that would be a separate application. Council Member Parigian requested a light color for the building exterior, and windows on each wall.

Council Member Toly asked to design the building for shade. The Council supported the 15,000 square foot building with 52 parking spaces. Lee asked if the Council had a preference for receiving public input on this project. Council Member Toly stated this project had been in front of Council 17 times and the seniors had spread the word about the project around town. Council Member Miller suggested a small communications plan for the project. Council Member Ciraco requested a materials board at the meeting where the schematic design came to Council for approval. Eggleton reviewed Summit County was collaborative on the project and they were also participating in the design process.

Little Kate Road Project Update:

Anna Maki and Julia Collins, Transportation Planning Department, presented this item. Collins reviewed the Council direction from the last meeting and stated they would review four concepts. The existing conditions included a 5-foot sidewalk, which was out of City compliance, and there was a painted stripe separating bikes from vehicles. The following alternatives were presented: 1A buffered bike lanes and widening the sidewalk at places; 1B buffered bike lanes with vertical barriers; 2A south side bike lanes, which would shift both bike lanes to one side of the road; 2B south side bike lanes with a raised buffer. They also presented a no change option. If the Council supported the no change option, they would still proceed with the bus stop improvements for this area. Maki reviewed the community feedback given on this project. Priorities from the community were reducing vehicle speeds, maintaining the safe route to school, and keeping pedestrians and bikes separate. Concerns expressed included roadway widening, property impacts, bikes on sidewalks, and a desire for no change. From the online survey, 1A received the most support of all the alternatives.

Collins noted there would be some impacts to property owners. Council Member Toly asked if the bike lanes could be colored. Maki indicated that was something that could be added to the plan. Council Member Toly asked for signage to ensure this was a safe route to school. Maki indicated the safe routes to school program was managed by the state schools, but they could work with them to incorporate signage. Council Member Toly asked if the 1A concept would calm traffic at all, to which Maki stated it did not, but they could pursue other traffic calming measures.

Council Member Miller asked if the other calming measures would be as effective as narrowing the road, and she stated traffic calming was her priority for that area. Collins indicated they could bring back examples of traffic calming with 1A. Council Member

Parigian indicated the residents wanted status quo but reduced speed. He recommended having an open house to get feedback on traffic calming measures. He also asked for the feedback from the public outreach event in February to be included in the numbers. He asked about the funding for this project. Collins stated this had federal funding, but they had to make sure the project aligned with the pre-approved scope. Council Member Parigian did not want to give the money back and asked what could be done. Steven Dennis reviewed the funding was $2 million for the multi-use path with $1.6 million in federal funds. There was not another corridor that was pre-approved, but they could look for one and take it to the federal agency for review. It was a narrative they would have to deal with.

Council Member Miller supported Options 1A and 1B. She wanted to prioritize traffic calming alternatives to road narrowing. Council Member Toly asked for information on colored roads, traffic calming, and the safe route to school. Council Member Zegarra agreed with Council Members Miller and Toly. Council Member Ciraco did not request additional information. Council Member Parigian supported 1A. Maki noted the survey covered every response from respondents. Council Member Parigian supported keeping the bikes and pedestrians separated.

Mayor Dickey felt 1A was not accomplishing much, and he was interested to see traffic calming measures. He asked if the sidewalk would be widened, to which Maki stated it could be widened in areas, but it was uncertain if the sidewalk would be widened if traffic calming features were added. Mayor Dickey asked that the calming measures take space from the traffic lanes.

<u>Discuss Procurement Rules Amendments:</u>
Grant Herdrich, Procurement Manager, presented this item and indicated these amendments were being made to reduce gray areas in the procurement rules. The amendments would cover debriefs, GRAMA language, task orders, small purchase threshold, and approved vendor lists.

Council Member Parigian noted the Council approved a small purchase threshold increase from $30,000-$50,000. Cate Brabson, Deputy City Attorney, indicated the Council approval of $100,000 was different than the small purchase threshold. The task order threshold fell under the Council approval threshold. Mayor Dickey didn't want a lot of little contracts coming to Council. Council Member Ciraco wanted the Council to have a review or approval at some level. Herdrich stated all the contracts were linked to the master contract and a tracking system was in effect. He stated they could bring back a review.

Herdrich reviewed the small purchase limits for city manager approval. They proposed changing the limits to $100,000 to meet the needs of the City. He indicated that issuing an RFP took approximately 100 days to complete. This would save staff time and effort. Council Member Ciraco could see the practicality of increasing the threshold for low-cost projects, but he saw value in issuing an RFP to find design professionals. Brabson stated staff could always issue an RFP, but it would not be required in this threshold. Council Member Ciraco wanted to see interaction between the design professional and the Council on projects once they were hired as well. If that was in this process or in a separate process, he wanted to see this included.

Council Member Parigian asked who could be on the approved vendor list. Herdrich stated they would apply through an RSOQ and the list would be updated every 18 months. Herdrich stated this would come back in August for consideration and approval.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Ryan Dickey Council Member Bill Ciraco Council Member Molly Miller Council Member Ed Parigian Council Member Tana Toly Council Member Diego Zegarra Adam Lenhard, City Manager Luke Henry, Assistant City Attorney Michelle Kellogg, City Recorder	**Present**
None	**Excused**

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

<u>Council Questions and Comments:</u>
Council Member Toly thanked the community for abiding by the fireworks ban. She felt the July 4th events were amazing. She was disappointed to hear the Olympics Committee was taking out the Nordic Combined event. Council Member Miller heard many questions about the need for affordable housing, and she noted the 2025 City Council set a goal to house 15% of the City's workforce. EngineHouse was at 99% capacity for their affordable units. She read the statistics for other affordable housing projects. She requested a review of all City-owned parcels that could accommodate affordable housing and the feedback on those parcels. She also asked to discuss short-term rentals and the potential for those to be affordable units. Mayor Dickey indicated a housing discussion was coming to the Council in August and those items could be included. Council Member Ciraco stated there was also an affordable housing development coming in the Hideout portion of Richardson Flat. He felt the City had a lot going on and he didn't know what more the City could do. Council Member Parigian didn't want to look backwards but was open to look at every option. Council Members Toly and Zegarra supported a discussion. Mayor Dickey asked that it be included in the housing discussion scheduled for August.

Council Member Ciraco stated affordable housing was complicated. Everyone was for it until the City wanted to put it close to residents. He indicated people came to give public comments from Hideout and Silver Creek and stated they considered themselves residents. But with affordable housing, the City didn't look outside the City boundaries. He felt the City did a good job, but it couldn't provide housing for everyone. He didn't want the Council to lose credibility by trying to do everything. He wanted to stay focused on priorities and he supported affordable housing. He also stated July 4th events were incredible. Council Member Toly asked to learn what the County had done with affordable housing now that they had a housing authority. Council Member Ciraco stated they were focused on rental assistance, but he thought they should look to the City as an example of how to get things done.

Jodi Emery, Deputy City Manager, introduced Todd Darrington, the City's new Budget Director. Darrington reviewed his past employment and stated he was grateful for the opportunity to work here.

Staff Communications Reports:

1. April 2026 Sales Tax Report:

2. 2025-2026 Bonanza Winter Shuttle Report:

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

Mayor Dickey opened the meeting for any who wished to speak or submit comments on items not on the agenda.

Tom Seitz 84060 stated he was with the Place PC group and indicated they were collecting signatures and he hoped the signatures would help the Council make a decision on the 5-acre parcel.

Katherine Fagin 84060 indicated the Little Kate Road project had other funding opportunities, such as safety considerations for Lucky John. She noted many bicyclists rode down Lucky John and didn't turn on Little Kate and there was no bike lane on that stretch. She felt it was important to consider access to bus stops on the south side in that area. Regarding Bonanza 5-acre, she thought the metrics could be aligned because they proposed three floors with each floor having 9-foot ceilings. She also felt some people saw 11 buildings on that site and the developer said there were six buildings.

Jonathan Wilson, speaking on behalf of Holiday Ranch HOA, felt the 5-acre parcel of public property was being developed as if it were private property. This property was envisioned to be open space and arts and culture. He stated this space was now a large-scale development and the majority of open space was a courtyard. You can't ignore the congested intersection as well. He thought Park City was different and had visionary planning.

Carol MacFarlane was concerned about the traffic and parking around the 5-acre parcel. She was glad to hear the Council knew there was a lot of affordable housing in the County. The parking for the project was under-numbered so there would be overflow traffic and parking in the Prospector area.

Luke Searle, 84032, Candidate for House District 59, appreciated the Council and the residents in the community.

Michelle Rankin 84060 spoke on the Little Kate project. She stated the neighbors felt the design lacked traffic calming and safety measures. Staff welcomed the neighbors to give feedback and meet with them. The feedback was universally in favor of crosswalks and safer intersections as well as speed monitor indicators. Other ideas were also suggested.

Don Seibert 84060 stated that he liked the Little Kate survey because it was open ended. To make 1A work, ebikes would have to be kept off sidewalks. He thought Lucky John needed to be considered and stated the road was two feet narrower.

John Spung 84060 supported affordable housing but many people oppose the Bonanza 5-acre project. It would exasperate the traffic congestion. He didn't think the City was in the housing business.

Dick Grannis 84060 indicated that he and his neighbors strongly felt the 5-acre project was a bad idea. He thought what mattered to the community was traffic, affordable housing, and open space. This project would worsen the traffic and would obliterate the views. He stated he didn't see the majority of people coming out to support the project.

Kelly Pfaff 84060 stated she researched the history of the 5-acre parcel, and she felt early stages of planning had a low public turnout. She read affordable housing statistics and stated all the housing didn't have to be in the City. Park City had a good transit system, and they could look at options in the County.

Andrea Barros 84060 read a prepared statement (attached) and stated $19.5 million was spent 10 years ago to buy the 5-acre parcel. Additional funds were spent to relocate the businesses and remove contaminated soils. The project would exceed height limits. This was different than what the residents envisioned. This property was purchased with taxpayer dollars so the process should be transparent. The circumstances had changed throughout the years, and the project should be reevaluated and the decision should be made by the public.

Peter Yogman 84060 related that decisions for the 5-acre should be public and asked that the City release the financial details. He also asked for a combined understanding on all the affordable housing, both public and private, in the area. He didn't want to rush into this project and felt the City could do better.

Sean Parker indicated he went on Little Kate occasionally and he reviewed other projects with shared paths. After public input, Engineering put in traffic calming features. He referred to Boulder, Colorado's bike lanes and felt the City could learn from them. He suggested speed bumps for traffic calming.

Mayor Dickey closed the public input portion of the meeting.

IV. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from June 25, 2026:

Council Member Toly moved to approve the City Council meeting minutes from June 25, 2026. Council Member Ciraco seconded the motion.

RESULT: APPROVED
AYES: Council Members Ciraco, Miller, Parigian, Toly, and Zegarra

V. CONSENT AGENDA

1. Request to Authorize the Mayor to Sign a Letter of Concurrence and Match Agreement with the Mountainland Association of Governments for the Park City Multimodal Wayfinding Plan:

2. Request to Authorize the City Manager to Execute a Professional Service Agreement with Alpine Forestry LLC, as Approved by the City Attorney's Office, Not to Exceed $665,000, to Implement the Forest Health and Fuels Program:

3. Request to Authorize the City Manager to Execute an Agreement in a Form Approved by the City Attorney's Office with ABC Bus, Inc. for the Purchase of Five 34-Foot Turtle Top Terra Transit HD Buses, Not to Exceed $1,288,746.00, Using the Georgia State Cooperative Contract:

4. Request to Authorize the City Manager to Execute a Construction Agreement with Whitaker Construction Company Inc., in a Form Approved by the City Attorney, Not to Exceed $953,730, for the Park City Heights to Studio Crossings Water Line Project:

Council Member Ciraco moved to approve the Consent Agenda. Council Member Miller seconded the motion.

RESULT: APPROVED
AYES: Council Members Ciraco, Miller, Parigian, Toly, and Zegarra

VI. OLD BUSINESS

1. Snow Creek Tunnel Update:
John Robertson, Dawn Wagner, and Steven Dennis, Engineering Department, presented this item. Wagner indicated the project in the Snow Creek area would complete the gap in the active transportation network. She presented five alternatives for the crossing. There was an at-grade option with the HAWK signal and four below-grade tunnel alternatives: a skewed angle versus a straight option, and an enhanced landscaped entrance versus a retaining wall entrance. Wagner reviewed outreach made with adjoining property owners. In conjunction with the tunnel construction, the waterline would also need to be replaced, which would further impact SN Realty.

Wagner reviewed the cost for the project with the HAWK signal being $4 million and the highest below-grade being upwards of $17 million. She recommended going with the skewed below-grade option with the enhanced entrance. Robertson indicated they had not fully evaluated all the impacts to the HAWK signal, but he knew it would impact the nearby businesses. The crossing was part of the Bonanza Small Area Plan, and it would connect the pathways to the greater transportation network.

Mayor Dickey asked why the skewed option was better, to which Wagner stated there wouldn't be sharp turns and users could see what was coming, which was a crime prevention measure. Mayor Dickey asked if a do-nothing option was available so they could wait for a traffic signal at Homestake Road. Robertson stated before a signal would be placed there, a study would have to be completed, and the UDOT criteria needed to be met.

Council Member Miller asked if a tunnel crossing was safer than a HAWK crossing. Robertson felt that safety was improved when pedestrians and bikes were separated from vehicles. Council Member Miller asked when the waterline needed to be replaced if the tunnel was not done. Griffin Lloyd, Water Engineer, stated there had been numerous water breaks there. The replacement was not planned for the next five years, but it was becoming a priority.

Council Member Parigian asked if the City could apply for a HAWK signal now. Robertson stated an analysis would need to be done and the tunnel abandoned. Council Member Parigian asserted it was the easiest solution, and it would save money. Robertson indicated the tunnel was the last project that would use the Walkability bond funds. Council Member Parigian indicated the bond money could be used to widen sidewalks. He asked why the cost of the HAWK increased dramatically, to which Robertson stated private property would have to be acquired. Council Member Parigian asked if there were state grants for funding the HAWK. Dennis indicated the City had some funds and there was a possibility of asking for more funding. Council Member Parigian asked why the tunnel width wasn't wider, to which Dennis stated it would dramatically increase the cost.

Council Member Zegarra asked if there had been public outreach for this project. Robertson reviewed that public feedback supported a tunnel rather than a bridge for that area. Council Member Ciraco asked for benchmark numbers on safety for HAWK signals versus a tunnel. He referred to a letter he received and stated there could be problems acquiring enough right-of-way for a tunnel. Robertson indicated they could continue with design and meeting with property owners, but they needed direction from the Council. Council Member Ciraco asked if staff had enough information to meet with the property owners to negotiate. Dennis stated they would need to spend approximately $300,000 to complete design and be certain as to the right-of-way needs. Robertson noted the impact to the Frontage Protection Zone, and asserted the property owners were not able to build out on that property for other uses.

Mayor Dickey asked the City's contribution to the project, to which Dennis stated $11.5 million. Robertson noted there was 25% contingency fund in this project, and that number could be reduced as the project was refined.

Mayor Dickey opened public input.

Craig Elliott, 84060, stated his company was working with both properties on the south side of this project, and he asserted a ramp on the south side would take away the realty parking and it would take away parking from Holiday Village. He listed other impacts to those properties. The way this was set up could impact future road configurations. This would reduce the amount of retail that could operate in this spot. The property owner was objecting to this because of the impacts.

Sean Parker 84060 stated if the City didn't spend the money on studies, it could already have the HAWK. The bond money could be spent on sidewalks. He didn't think constructing a tunnel was a good use of funds.

Mayor Dickey closed public input.

Council Member Parigian opposed taking land from other property owners. He supported working to get a Homestake Road traffic signal and didn't think the tunnel was cost effective. Council Member Toly did not support a tunnel and asked to look at the Homestake signal. Council Member Zegarra felt the tunnel cost was prohibitive. Council Member Ciraco requested an answer from UDOT, telling them the options and asking for the Homestake signal as a solution. If the signal was not going to happen in the next four years, he would support the HAWK. Mayor Dickey asked if the Homestake signal was the right place for a pathway connection. Robertson stated it could serve the purpose but wouldn't separate the traffic. The benefit of having the tunnel was so traffic wouldn't have to stop. Council Member Miller supported the Homestake signal study. If that didn't work out, she supported the tunnel, but she was concerned about the cost.

Dennis stated they were getting pressured by UDOT to spend grant money and that could be used for Homestake signal. Mayor Dickey summarized the tunnel cost too much. He hated to miss this opportunity and felt this was a project that had a lot of support. He asked staff to talk to UDOT about Homestake and talk to property owners about selling part of their property for the tunnel if the light was not feasible for the near future. Dennis felt a signal would not go in at Homestake for 10 years. The Council agreed to proceed with the analysis.

VII. ADJOURNMENT

With no further business, the meeting was adjourned.

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Michelle Kellogg, City Recorder

City Council Staff Report

Subject: Finance Director Appointment
Author: Sarah Mangano
Department: Human Resources
Date: July 16, 2026

Executive Summary

Consider giving advice and consent for the Mayor's appointment of Karyn Henry as Park City Municipal Corporation's Finance Director. Pursuant to Park City Code $Section 2-4-13, the Mayor appoints the Finance Director with the advice and consent of the City Council.

Analysis

On April 9, 2026, the Human Resources team began the requisition and recruitment process to backfill for City Finance Director, Mindy Finlinson. The requisition yielded a total of 114 applicants from multiple states, but primarily from Utah. Five candidates were interviewed in-person.

At the conclusion of the interviews, Mayor Dickey nominated Karyn Henry to serve as the next Finance Director and is requesting Council's advice and consent to confirm the appointment.

Karyn brings more than 25 years of senior-level corporate finance leadership in the technology and telecommunications sectors, complemented by over a decade of consulting experience serving both large enterprises and smaller organizations. Throughout her career, she has demonstrated deep expertise in financial strategy, budgeting, forecasting, capital allocation, and risk management. Her work has included guiding complex financial operations, implementing robust internal controls, and driving efficiency improvements that have delivered measurable value to stakeholders across dynamic, high-growth industries. This extensive private-sector background equips her with the analytical rigor, strategic insight, and operational excellence necessary to excel as Director of Finance for the City of Park City.

Beyond her professional accomplishments, Karyn has recently fulfilled a lifelong dream to live in the mountains. She is an avid skier and cyclist who enjoys Park City's world-class outdoor environment, and also maintains a strong passion for animal rescue, actively supporting local efforts to improve animal welfare. Karyn is excited to bring her financial expertise and collaborative approach to support the City's fiscal health, transparency, and long-term sustainability.

Funding

This position is currently budgeted in the Finance Department personnel budget.