PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
August 13, 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/86410238299

CLOSED SESSION - 2:30 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. PRESENTATION

1. Regional Emergency Operations Center Update

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

IV. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. May 2026 Sales Tax Report
2. Park City and Summit County Arts Council Annual Contract Report for Public Art Advisory Board Facilitation
3. FY26 Revised Budget Refinements
4. Citywide Transportation Demand Management Programs for 2026 Winter Season

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from July 16, 2026

VI. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Professional Services Agreement with Park City Senior Citizens Inc. in a Form Approved by the City Attorney's Office, Not to Exceed $100,000 for Two Years, for Senior Center Administrative Services

2. Request to Approve the Nonprofit Services Advisory Committee's Recommendations for Emergent Community Needs Grant Awards for a Total of $27,500, to the Following Nonprofit Organizations: Park City Community Foundation, Peace House, Inc., and Bridge21 Park City, Corp.

3. Request to Authorize the City Manager to Execute an Agreement in a Form Approved by the City Attorney's Office with Shuttle Bus Leasing, Not to Exceed $339,500 to Purchase Eight Previously Leased 35-Foot Low-Floor Diesel Buses and Spare Engine/Transmission Assembly

4. Request to Authorize the City Manager to Execute an Amendment to the Professional Services Agreement with Ineo Systrans USA Inc., in a Form Approved by the City Attorney's Office, to Increase the Total Contract Value by $180,000 for a Revised Not-to-Exceed Amount of $1,380,000 for Computer Aided Dispatching and Automated Vehicle Location (CAD/AVL) Technology for Transit Buses

5. Request to Approve the Temporary Construction and Perpetual Easement Agreements at the Appraised Value of $970,600 for the Citywide Bus Stop Improvement Project

6. Request to Adopt Resolution 15-2026, a Resolution Adopting Revised Procurement Rules for Park City Municipal Corporation

VII. OLD BUSINESS

1. Consideration to Advance the Little Kate Road Project into Final Design for the Preferred Alternative
   (A) Public Input

VIII. NEW BUSINESS

1. Consideration to Approve Ordinance No. 2026-19, an Ordinance Amending the Land Management Code to Streamline Condominium Plat Amendments by Shifting Review from the Planning Commission to Staff; to Align with Senate Bill 284 *Local Land and Water Modifications;* to Update the Transportation Impact Study Guidelines and Establish Transportation Demand Management Criteria to Clarify Project Review and Traffic Mitigation; and to Amend Regulations for Types and Materials of Fences in Residential Historic Districts
   (A) Public Hearing (B) Action

IX. 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: Regional Emergency Operations Center
Author: Wade Carpenter
Department: Police
Date: August 13, 2026

Recommendation
Discuss the potential of a future, regional public safety facility that will be referenced in upcoming Public Safety Impact Fee meetings. Staff is not seeking funding, design direction, or project authorization at this time. The department remains in the early planning stages and has not developed a scope, timeline, or cost estimate.

Executive Summary
As Park City continues to grow and regional emergency response demands evolve, the Police Department has identified the future need to evaluate and plan for a Regional Emergency Operations Center (REOC). The concept would provide a centralized location for emergency coordination, multi-agency training, specialized public safety operations, and disaster response functions. The facility would support daily operational readiness while increasing the region's ability to respond to large-scale incidents, natural disasters, major events, and public health emergencies.

Analysis
The Police Department envisions the REOC as a collaborative regional resource developed in partnership with agencies such as the Park City Fire District, Summit County Sheriff's Office, and other public safety and emergency management partners. By creating a shared facility designed to support coordinated planning, training, and emergency response, regional agencies would be better positioned to leverage resources and strengthen preparedness for incidents that affect the broader community.

Potential future functions of an REOC could include emergency operations and incident command activities, regional public safety training, multi-jurisdiction coordination, K9 operations support, hazardous materials and decontamination functions, drone and counter-drone deployment, emergency supply distribution, family reunification services, triage and staging operations, and expanded regional wildfire response capabilities.

We anticipate that the upcoming Public Safety Impact Fee Study presentation will discuss public safety facility needs at a high level. Because no project scope or cost estimate currently exists, no REOC-related costs will be reflected in the impact fee study; but there will be a line reference to the anticipated need. Staff is providing this information solely to ensure Council has advance context regarding a potential future capital need that may warrant additional discussion as planning efforts mature.

In addition, we believe it is important to place this potential future need on Council's radar as discussions continue regarding Olympic planning and related infrastructure

investments. While no funding request is being made at this time, future opportunities associated with Olympic preparedness, regional emergency management, or public safety infrastructure could emerge and may warrant evaluation as the concept develops. We intend that Council is informed of the department's long-term planning considerations as those opportunities are explored.

Funding
We are not requesting funding from the Council at this time. Additional design and planning analysis is required before staff can develop an estimated project cost.

Staff recently applied for grant funding, in partnership with the Summit County Sheriff's Office, through the Emergency Services Sales Tax (ESST) grant program to support architectural design for a proposed joint Regional Emergency Operations Center. The application was not selected for funding, with the ESST Advisory Board noting that "…the application did not demonstrate a measurable impact in terms of tourism..."

We will continue to pursue external funding opportunities as they become available, including federal, state, and regional programs that support emergency management infrastructure.

Given the potential relevance of an REOC to future large-scale events, we request that the Council keep this project in mind as Olympic planning progresses and as any Olympic-related funding streams are identified.

It is likely that this item will return to the Council in the future, either for discussion of funding strategies or as a candidate for inclusion in the City's Capital Improvement Program (CIP) budget.

City Council Staff Report

Subject: May 2026 Sales Tax Report
Author: Budget Team
Department: Budget Department
Date: August 13, 2026

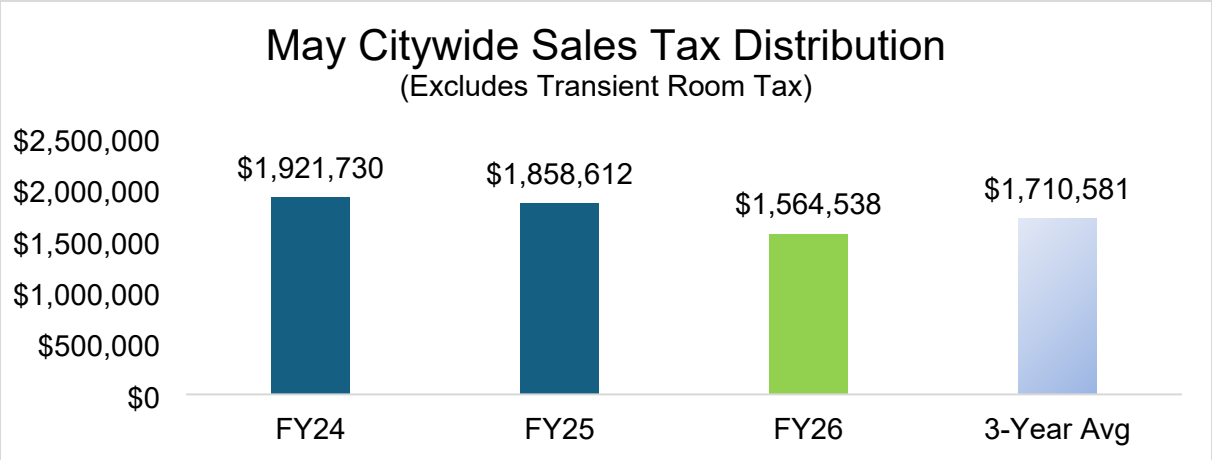
Sales Tax Distribution

The following summarizes the May sales tax distribution, and the table below compares the FY26 Original Budget with the FY26 Revised Budget, which was adopted June 25, 2026.

Citywide Sales Tax Distribution Summary (excludes Transient Room Tax):
Monthly (May):
Revenue: 1,564,538 — down $294,074 (-15.8%) vs. May 2025; down $158,976 (-9.2%) vs. adjusted budget.

Rolling Quarter (March – May):
Revenue: $9,370,294 — down $1,830,969 (-16.3%) vs. same period last year; down $1,149,496 (-10.9%) vs. adjusted budget.

Year-to-Date (July – May):
Revenue: $40,743,561 — down $1,802,636 (-4.2%) vs. same period last year; down $95,118 (-0.2%) vs. adjusted budget.



General Fund Distribution Summary:
Monthly (May):
Revenue: $684,424 — down $128,720 (-15.8%) vs. May 2025; down $120,815 (-15%) vs. adjusted budget.

Rolling Quarter (March – May):
Revenue: $4,284,134 — down $810,439 (-15.9%) vs. same period last year; down $612,210 (-12.5%) vs. adjusted budget.

Year-to-Date (July – May):
Revenue: $18,743,786 — down $783,592 (-4%) vs. same period last year; down $241,243 (-1.3%) vs. adjusted budget.

Transient Room Tax (TRT) Distribution Summary:
Monthly (May):
Revenue: $95,596 — down $18,295 (-16.1%) vs. May 2025; down $6,445 (-6.3%) vs. adjusted budget.

Rolling Quarter (March – May):
Revenue: $852,577 — down $196,507 (-18.7%) vs. same period last year; down $172,825 (-16.9%) vs. adjusted budget.

Year-to-Date (July – May):
Revenue: $4,020,007 — down $343,744 (-7.9%) vs. same period last year; down $235,391 (-5.5%) vs. adjusted budget.

Sales Tax Analysis

May's sales tax distribution remained below both last year and the adjusted budget, though filing-level detail suggests the underlying month was not as weak as the distribution comparison alone indicates. Citywide sales tax, excluding Transient Room Tax, was down 15.8% compared to the May 2025 distribution and 9.2% below the adjusted budget for the month. However, actual May filing activity was down approximately 3.2% from last year, indicating that the economic activity tied to the May filing period was softer, but not as sharply down as the distribution result suggests.

The rolling quarter remains significantly below both last year and the adjusted budget. Citywide collections for March through May were down 16.3% from the same period last year and 10.9% below the adjusted budget, reflecting the combined effect of the significant March decline, continued spring softness, and distribution timing differences. Year-to-date citywide collections are now down 4.2% from last year and 0.2% below the adjusted budget.

The General Fund followed the broader citywide pattern, with May distributions below both last year and the adjusted budget. Year-to-date General Fund collections are down 4.0% from last year and 1.3% below the adjusted budget.

Transient Room Tax should also be interpreted with caution in May. May is the City's lowest TRT month and is particularly sensitive to filing and distribution timing. While the May TRT distribution was down compared to last year, filing-level detail indicates that underlying May TRT activity was stronger than the distribution comparison suggests.

Overall, May's distribution remained weak, but the filing data provides a more moderate interpretation of underlying spring activity. The distribution results show continued pressure on fiscal year collections, while the filing-period data and more recent visitation indicators suggest conditions may be stabilizing as the City moves into summer. The final distribution of the fiscal year will provide the complete measure of FY26 performance.

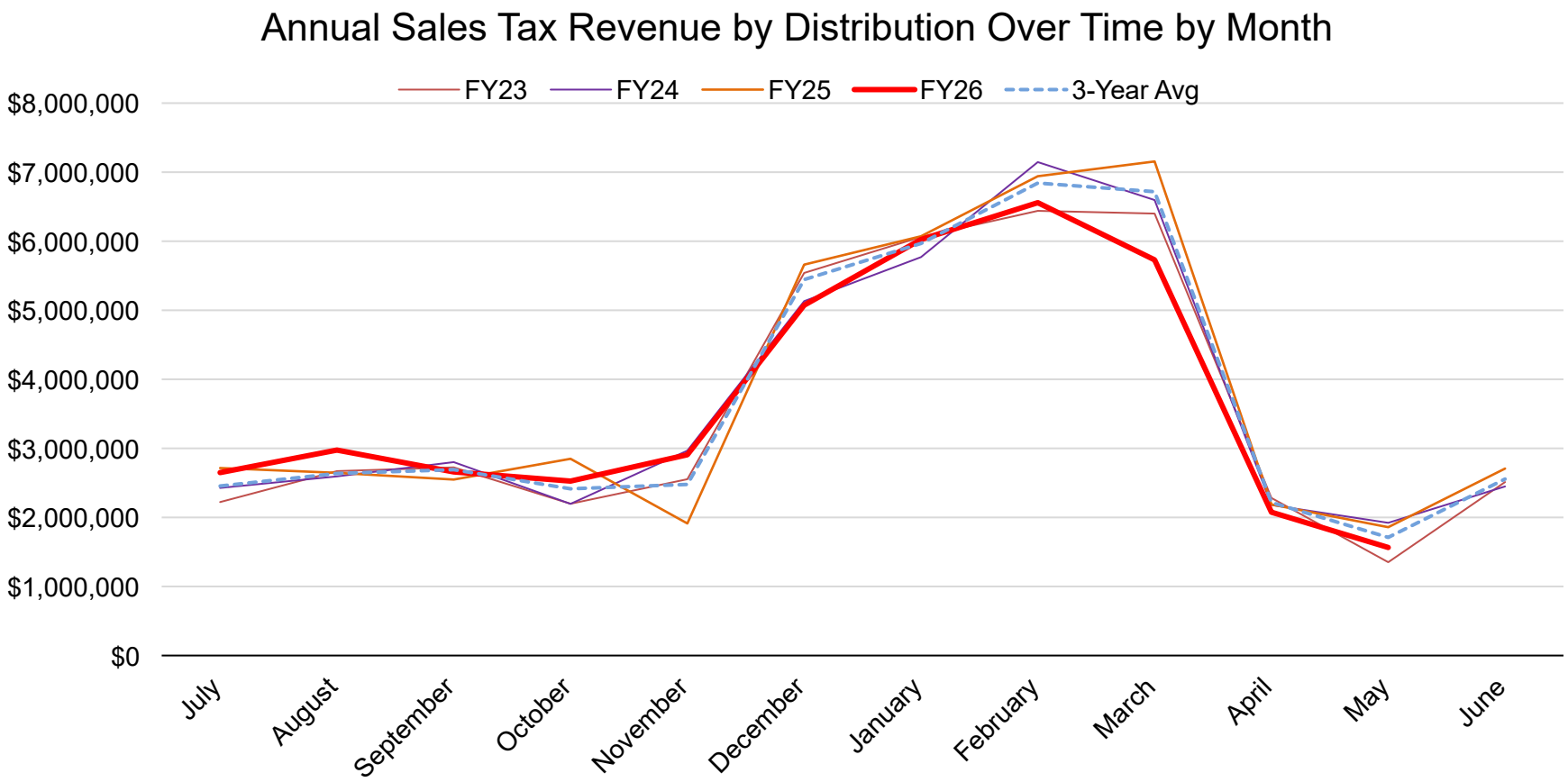
This report reflects amounts distributed by the State Tax Commission and therefore lags real-time economic activity.

Exhibits

Exhibit A: FY26 May Sales Tax Distribution Data

May Sales Tax Distribution

Sales Tax Distributions



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

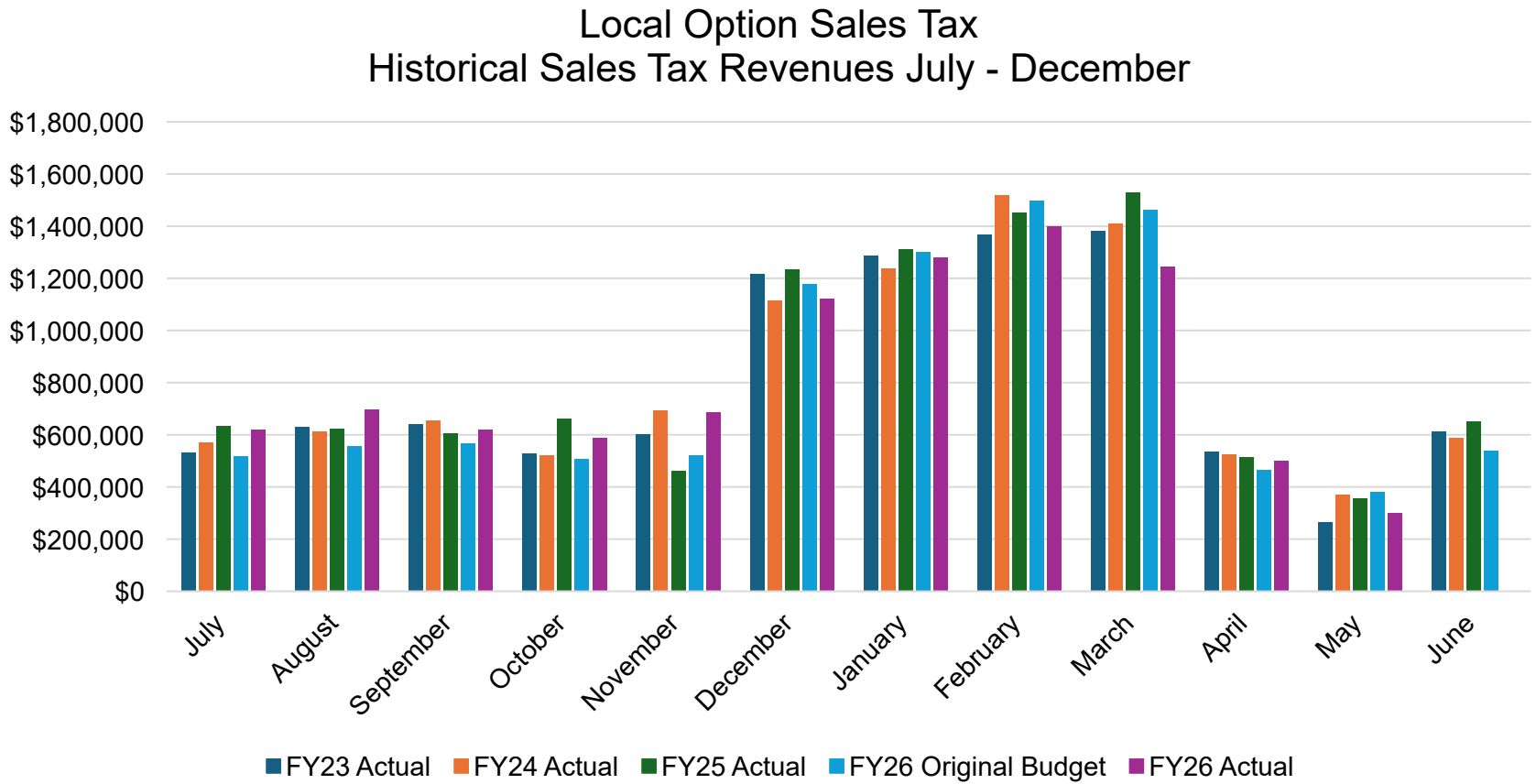
Local Option Sales Tax Distribution

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	$517,607	$619,299	-2.32%	19.65%
August	$631,245	$612,827	$623,012	$557,138	$697,269	11.92%	25.15%
September	$641,829	$655,342	$604,981	$567,129	$620,391	2.55%	9.39%
October	$526,872	$521,364	$661,089	$508,458	$587,862	-11.08%	15.62%
November	$603,371	$695,129	$460,257	$520,975	$686,489	49.15%	31.77%
December	$1,216,593	$1,116,760	$1,233,701	$1,179,530	$1,121,439	-9.10%	-4.92%
January	$1,288,403	$1,236,790	$1,312,696	$1,300,605	$1,281,332	-2.39%	-1.48%
February	$1,366,459	$1,518,413	$1,453,765	$1,498,097	$1,399,850	-3.71%	-6.56%
March	$1,380,769	$1,408,614	$1,530,462	$1,464,314	$1,246,215	-18.57%	-14.89%
April	$534,284	$525,152	$515,667	$466,595	$500,842	-2.88%	7.34%
May	$264,260	$370,168	$357,004	$380,055	$300,463	-15.84%	-20.94%

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	$517,607	$619,299	-2.32%	19.65%
August	$1,164,051	$1,183,618	$1,257,049	$1,074,745	$1,316,568	4.73%	22.50%
September	$1,805,880	$1,838,960	$1,862,030	$1,641,874	$1,936,958	4.02%	17.97%
October	$2,332,752	$2,360,324	$2,523,119	$2,150,333	$2,524,820	0.07%	17.42%
November	$2,936,124	$3,055,453	$2,983,376	$2,671,308	$3,211,309	7.64%	20.21%
December	$4,152,716	$4,172,213	$4,217,077	$3,850,838	$4,332,748	2.74%	12.51%
January	$5,441,119	$5,409,003	$5,529,773	$5,151,443	$5,614,080	1.52%	8.98%
February	$6,807,579	$6,927,416	$6,983,537	$6,649,540	$7,013,930	0.44%	5.48%
March	$8,188,348	$8,336,030	$8,513,999	$8,113,854	$8,260,145	-2.98%	1.80%
April	$8,722,631	$8,861,182	$9,029,667	$8,580,449	$8,760,987	-2.98%	2.10%
May	$8,986,891	$9,231,350	$9,386,670	$8,960,504	$9,061,450	-3.46%	1.13%

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

Local Option Sales Tax Distribution



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

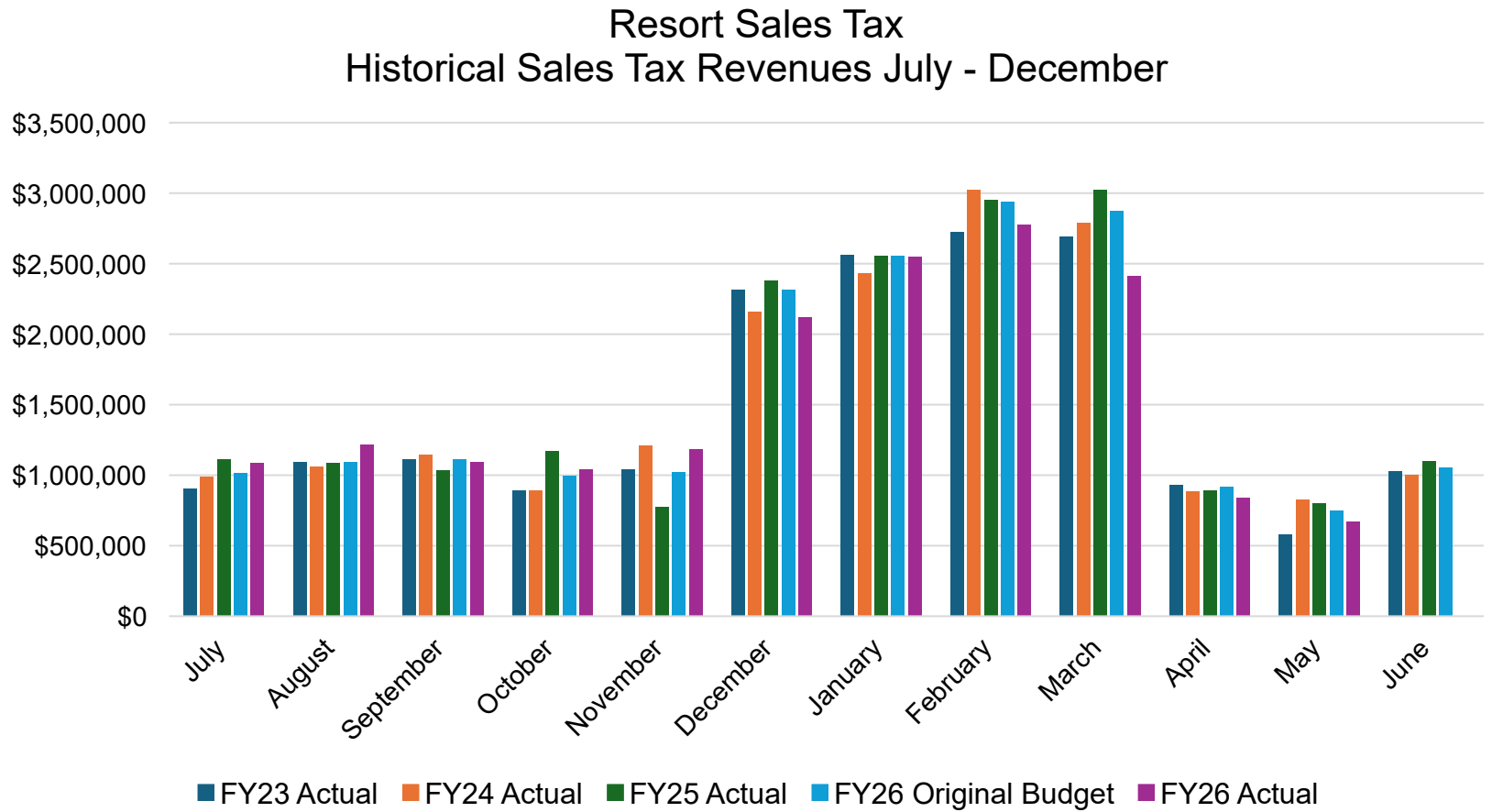
Resort Sales Tax Distribution

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	$1,015,914	$1,087,122	-2.3%	7.01%
August	$1,090,337	$1,059,869	$1,086,352	$1,093,502	$1,215,741	11.91%	11.18%
September	$1,110,616	$1,146,679	$1,037,171	$1,113,111	$1,092,154	5.30%	-1.88%
October	$890,992	$893,576	$1,169,253	$997,957	$1,039,080	-11.13%	4.12%
November	$1,039,947	$1,212,812	$773,844	$1,022,524	$1,182,681	52.83%	15.66%
December	$2,315,835	$2,158,917	$2,377,602	$2,315,078	$2,119,277	-10.86%	-8.46%
January	$2,564,038	$2,432,537	$2,559,004	$2,552,713	$2,550,252	-0.34%	-0.10%
February	$2,726,224	$3,023,451	$2,952,963	$2,940,333	$2,776,363	-5.98%	-5.58%
March	$2,695,158	$2,786,974	$3,026,430	$2,874,026	$2,409,708	-20.38%	-16.16%
April	$932,691	$882,741	$895,149	$915,791	$840,561	-6.10%	-8.21%
May	$580,597	$827,070	$800,246	$745,938	$673,616	-15.82%	-9.70%

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	$1,015,914	$1,087,122	-2.30%	7.01%
August	$1,992,571	$2,051,973	$2,199,053	$2,109,416	$2,302,864	4.72%	9.17%
September	$3,103,187	$3,198,652	$3,236,224	$3,222,526	$3,395,018	4.91%	5.35%
October	$3,994,179	$4,092,228	$4,405,478	$4,220,483	$4,434,098	0.65%	5.06%
November	$5,034,126	$5,305,040	$5,179,321	$5,243,007	$5,616,779	8.45%	7.13%
December	$7,349,960	$7,463,957	$7,556,923	$7,558,085	$7,736,055	2.37%	2.35%
January	$9,913,998	$9,896,494	$10,115,927	$10,110,798	$10,286,308	1.68%	1.74%
February	$12,640,222	$12,919,945	$13,068,890	$13,051,131	$13,062,670	-0.05%	0.09%
March	$15,335,380	$15,706,920	$16,095,320	$15,925,157	$15,472,378	-3.87%	-2.84%
April	$16,268,072	$16,589,661	$16,990,468	$16,840,949	$16,312,939	-3.99%	-3.14%
May	$16,848,669	$17,416,731	$17,790,715	$17,586,887	$16,986,555	-4.52%	-3.41%

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

Resort Sales Tax Distribution



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

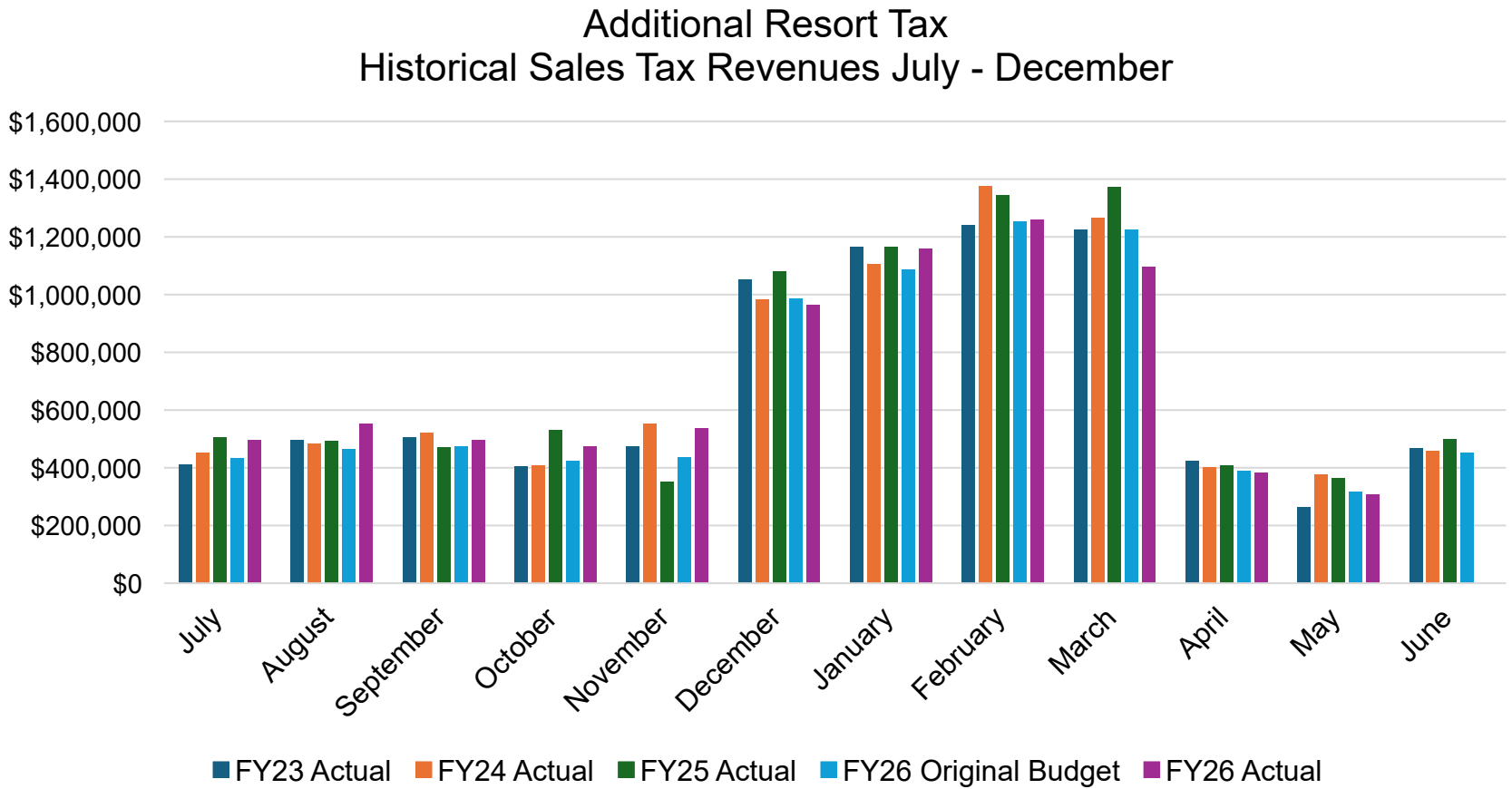
Additional Resort Sales Tax Distribution

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	$432,430	$494,146	-2.3%	14.27%
August	$495,728	$481,736	$493,770	$465,456	$552,579	11.91%	18.72%
September	$504,874	$521,445	$471,424	$473,802	$496,449	5.31%	4.78%
October	$405,064	$406,125	$531,437	$424,787	$472,281	-11.13%	11.18%
November	$472,578	$551,277	$351,757	$435,244	$537,479	52.80%	23.49%
December	$1,052,556	$981,330	$1,080,732	$985,427	$963,315	-10.86%	-2.24%
January	$1,165,489	$1,105,719	$1,163,260	$1,086,578	$1,159,231	-0.35%	6.69%
February	$1,239,279	$1,374,298	$1,342,632	$1,251,571	$1,260,070	-6.15%	0.68%
March	$1,225,089	$1,266,815	$1,372,912	$1,223,347	$1,095,360	-20.22%	-10.46%
April	$424,156	$401,112	$406,853	$389,812	$381,938	-6.12%	-2.02%
May	$263,857	$375,926	$363,749	$317,513	$305,971	-15.88%	-3.64%

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	$432,430	$494,146	-2.30%	14.27%
August	$905,825	$932,579	$999,543	$897,886	$1,046,725	4.72%	16.58%
September	$1,410,700	$1,454,025	$1,470,967	$1,371,688	$1,543,174	4.91%	12.50%
October	$1,815,764	$1,860,150	$2,002,404	$1,796,475	$2,015,455	0.65%	12.19%
November	$2,288,342	$2,411,427	$2,354,161	$2,231,719	$2,552,934	8.44%	14.39%
December	$3,340,897	$3,392,757	$3,434,892	$3,217,146	$3,516,249	2.37%	9.30%
January	$4,506,387	$4,498,476	$4,598,152	$4,303,724	$4,675,480	1.68%	8.64%
February	$5,745,665	$5,872,774	$5,940,784	$5,555,295	$5,935,550	-0.09%	6.84%
March	$6,970,754	$7,139,589	$7,313,696	$6,778,642	$7,030,910	-3.87%	3.72%
April	$7,394,911	$7,540,701	$7,720,550	$7,168,454	$7,412,848	-3.99%	3.41%
May	$7,658,767	$7,916,627	$8,084,299	$7,485,967	$138,378,493	1611.69%	1748.51%

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

Additional Resort Sales Tax Distribution



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

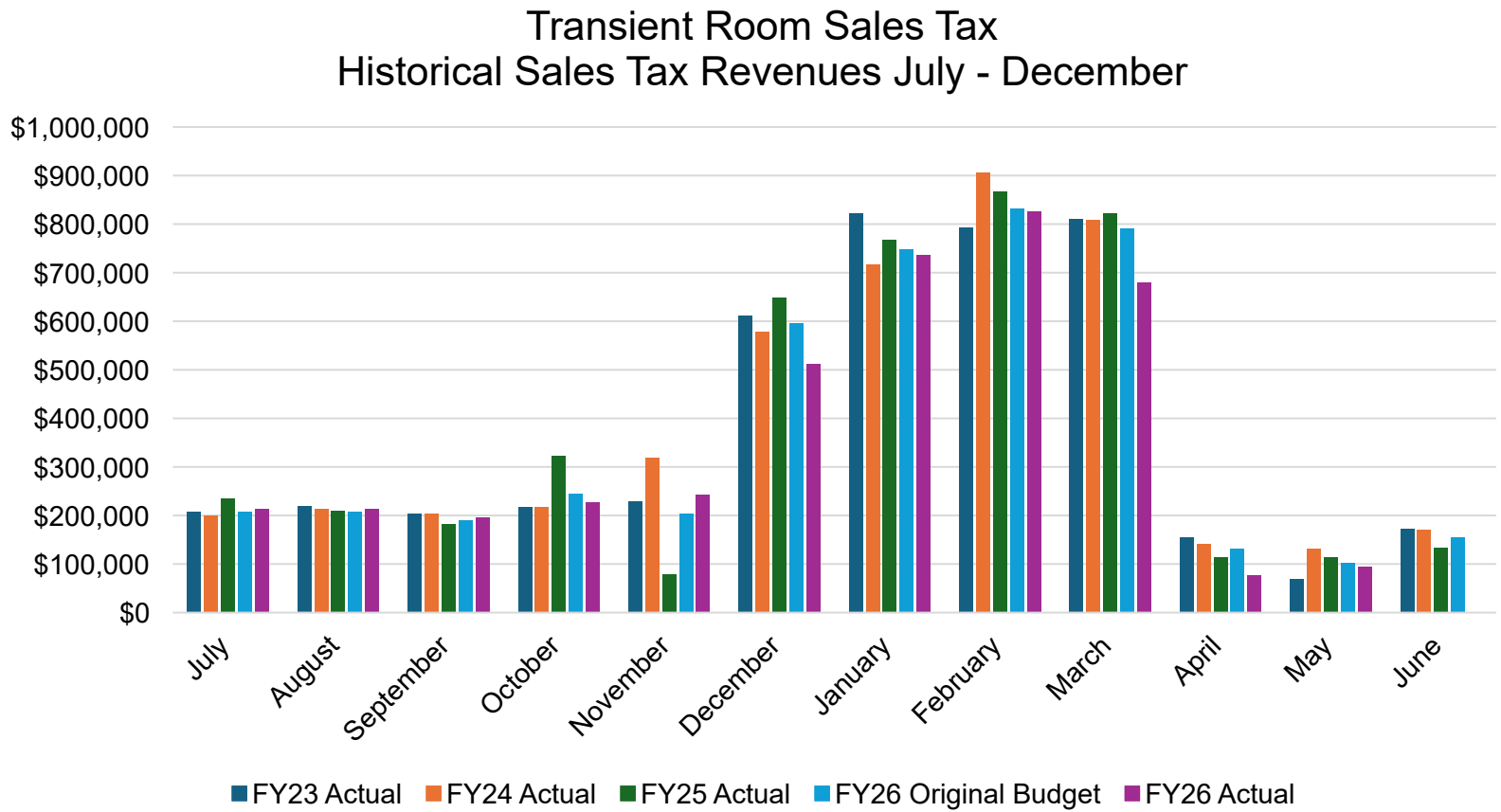
Transient Room Tax Distribution

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	$208,394	$212,771	-9.85%	2.10%
August	$219,874	$212,683	$209,093	$207,771	$213,046	1.89%	2.54%
September	$203,178	$203,721	$181,611	$190,564	$195,636	7.72%	2.66%
October	$217,406	$217,701	$322,638	$245,364	$228,208	-29.27%	-6.99%
November	$229,493	$319,441	$78,992	$203,327	$242,357	206.81%	19.20%
December	$611,583	$577,710	$649,471	$595,407	$512,562	-21.08%	-13.91%
January	$823,076	$717,139	$768,614	$747,617	$736,243	-4.21%	-1.52%
February	$793,379	$906,424	$868,234	$831,551	$826,607	-4.79%	-0.59%
March	$811,367	$809,258	$821,500	$790,780	$679,405	-17.30%	-14.08%
April	$154,497	$141,257	$113,692	$132,582	$77,575	-31.77%	-41.49%
May	$69,124	$132,111	$113,891	$102,040	$95,596	-16.06%	-6.32%

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	$208,394	$212,771	-9.85%	2.10%
August	$427,810	$412,307	$445,106	$416,165	$425,818	-4.33%	2.32%
September	$630,988	$616,027	$626,717	$606,729	$621,454	-0.84%	2.43%
October	$848,393	$833,728	$949,356	$852,093	$849,662	-10.50%	-0.29%
November	$1,077,886	$1,153,169	$1,028,347	$1,055,421	$1,092,019	6.19%	3.47%
December	$1,689,469	$1,730,880	$1,677,819	$1,650,827	$1,604,581	-4.37%	-2.80%
January	$2,512,545	$2,448,018	$2,446,433	$2,398,444	$2,340,823	-4.32%	-2.40%
February	$3,305,925	$3,354,443	$3,314,667	$3,229,996	$3,167,430	-4.44%	-1.94%
March	$4,117,292	$4,163,701	$4,136,167	$4,020,775	$3,846,835	-7.00%	-4.33%
April	$4,271,788	$4,304,958	$4,249,859	$4,153,357	$3,924,411	-7.66%	-5.51%
May	$4,340,912	$4,437,069	$4,363,750	$4,255,397	$4,020,007	-7.88%	-5.53%

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

Transient Room Tax Distribution



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

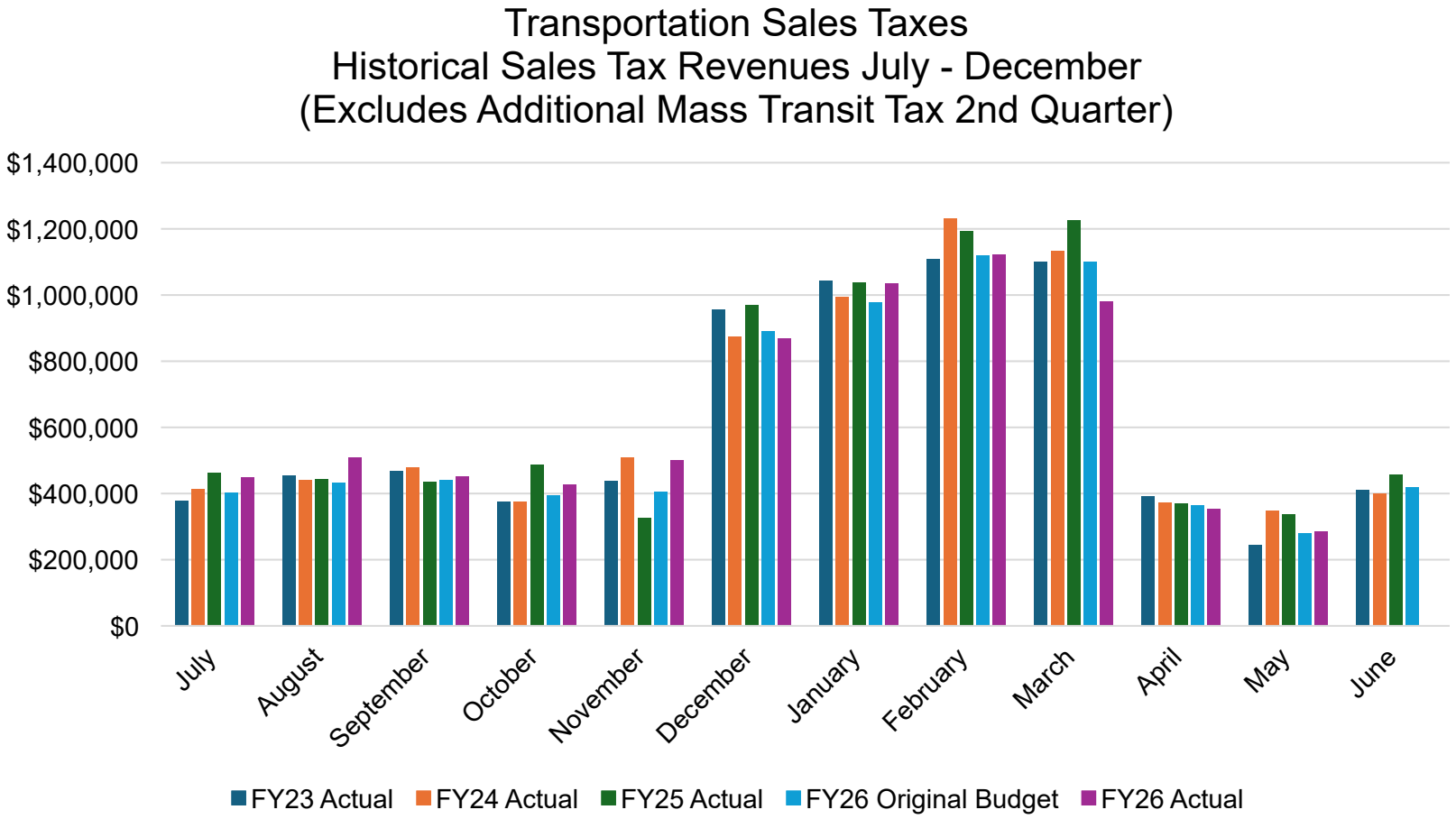
Transportation Sales Taxes Distribution

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	$401,821	$448,663	-2.99%	11.66%
August	$453,180	$439,674	$442,599	$431,618	$509,612	15.14%	18.07%
September	$467,427	$477,474	$434,807	$440,552	$449,941	3.48%	2.13%
October	$375,061	$375,137	$487,245	$395,218	$426,884	-12.39%	8.01%
November	$437,648	$507,667	$326,755	$405,575	$500,820	53.27%	23.48%
December	$955,716	$874,845	$969,064	$891,227	$869,437	-10.28%	-2.44%
January	$1,043,825	$994,634	$1,036,865	$976,871	$1,033,700	-0.31%	5.82%
February	$1,107,890	$1,229,933	$1,191,877	$1,120,042	$1,122,059	-5.86%	0.18%
March	$1,099,522	$1,134,098	$1,225,418	$1,099,585	$978,926	-20.11%	-10.97%
April	$390,607	$371,011	$369,760	$362,805	$352,206	-4.75%	-2.92%
May	$242,686	$348,567	$337,613	$280,008	$284,488	-15.74%	1.60%

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	$401,821	$448,663	-2.99%	11.66%
August	$830,296	$852,890	$905,110	$833,439	$958,275	5.87%	14.98%
September	$1,297,723	$1,330,364	$1,339,916	$1,273,991	$1,408,216	5.10%	10.54%
October	$1,672,784	$1,705,501	$1,827,162	$1,669,209	$1,835,101	0.43%	9.94%
November	$2,110,432	$2,213,168	$2,153,917	$2,074,784	$2,335,920	8.45%	12.59%
December	$3,066,148	$3,088,013	$3,122,981	$2,966,011	$3,205,357	2.64%	8.07%
January	$4,109,973	$4,082,647	$4,159,846	$3,942,882	$4,239,057	1.90%	7.51%
February	$5,217,863	$5,312,580	$5,351,723	$5,062,924	$5,361,117	0.18%	5.89%
March	$6,317,384	$6,446,678	$6,577,141	$6,162,509	$6,340,043	-3.60%	2.88%
April	$6,707,992	$6,817,689	$6,946,901	$6,525,314	$6,692,250	-3.67%	2.56%
May	$6,950,678	$7,166,256	$7,284,514	$6,805,322	$6,976,738	-4.23%	2.52%

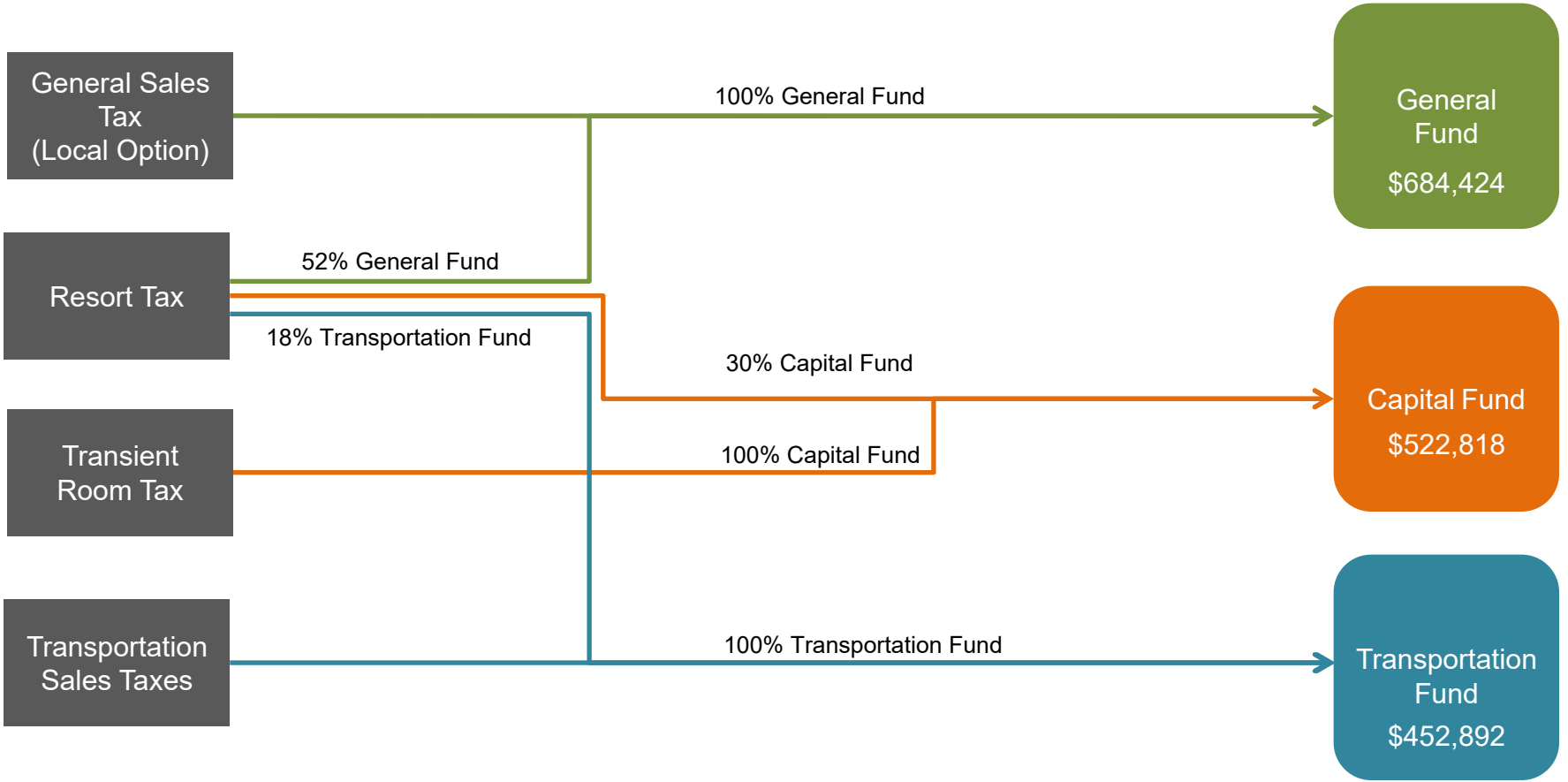
Source: Park City Municipal Corporation. As of August 2026. Note: Transportation Sales Tax does not include the Additional Mass Transit Tax.

Transportation Sales Tax Distribution



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

May Sales Tax Revenue by Fund



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

City Council
Staff Communications Report

Subject: Park City & Summit County Arts Council Professional Services Agreement Update
Author: Stephanie Valdez, Public Art Coordinator
Department: Economic Development
Date: August 13, 2026

Executive Summary

The following communication provides an overview of the services provided by the Park City & Summit County Arts Council (Arts Council) in coordination with the City staff Art Coordinator, under the Professional Services Agreement during the July 2025 – June 2026 reporting period. The report highlights the Arts Council's oversight and facilitation of the Public Art Advisory Board (PAAB), project management of public art projects, long-range public art planning and policy support, documentation, maintenance and collection management, community engagement and outreach, as well as reporting and accountability.

Public art in Park City is unique because it is integrated throughout City-owned parks, trails, streetscapes, plazas, public buildings, and other civic spaces. The planning, installation, stewardship, and maintenance of these artworks require ongoing coordination among City staff, the Arts Council, the PAAB, artists, and community stakeholders. Through the Professional Services Agreement, the Arts Council supports the City's public art program through project management, collection stewardship, community engagement, planning, and policy support to ensure public art remains accessible, well maintained, and reflective of the community's values.

On March 20, 2025 (minutes p. 13), the City Council approved the procurement of external expertise for a Public Art Program Manager to oversee projects and initiatives for the PAAB.

On May 22, 2025 (minutes p.5), the City Council approved a three-year contract with PCSCAC, effective July 1, 2025, through June 30, 2028. The Professional Services Agreement requires annual reporting; documenting services provided during each reporting period.

Analysis

The Arts Council has generally fulfilled the requirements outlined in the Professional Services Agreement, as documented in (Exhibit A). Executive Director Jocelyn Scudder has also submitted a supplemental report (Exhibit B) providing additional context on the Arts Council's services and accomplishments during the reporting period.

During the first year of the Professional Services Agreement, the Arts Council, in coordination with the City's Art Coordinator and the Public Art Advisory Board (PAAB), provided the administrative, technical, and project management support necessary to

implement Park City's public art program. This included supporting PAAB and public meetings, managing artist solicitations and contracts, overseeing the completion and advancement of public art projects, maintaining the City's existing collection, and assisting with long-range policy and program planning.

Key accomplishments from July 2025 through June 2026 include:

- Supported 11 PAAB meetings, five City Council meetings, and 17 staff and subcommittee meetings.
- Issued four artist solicitations for 21 public art opportunities, receiving 211 proposals from 94 artists and contracting with 21 artists.
- Completed three major projects—the Creekside Bike Park shade structure, MARC pool fencing, and Phase I of the Artful Bus Shelter Program—resulting in the installation of 10 new public artworks.
- Advanced several priority initiatives, including 43 artistic bike racks, 20 additional Artful Bus Shelters, the Community Center playground surfacing design, and proposed updates to the Percent for Art Policy.
- Continued stewardship of the City's 170-piece public art collection through maintenance, repair, and relocation efforts, while advancing an additional 63 artworks that are planned or underway for FY27.

Exhibits

A *Scope of Services*
B *Park City & Summit County Annual Report*

SCHEDULE A – SCOPE OF SERVICES

1. Oversight and Facilitation of the Public Art Advisory Board (PAAB)

The Service Provider shall provide administrative and strategic support to the Public Art Advisory Board ("PAAB"), in coordination with the City's Art Coordinator. This includes:

- Developing the monthly meeting agenda in conjunction with the PAAB Chair and the City's Art Coordinator/PCMC staff.
- Managing the PAAB meetings with direction from the Board Chair.
- Obtaining project updates and other materials needed for PAAB monthly meetings from the PAAB members and project leads.
- Providing research, case studies, and guidance on public art best practices as it relates to current City public art projects.
- Lead the orientation and development of new PAAB members.
- Ensuring that PAAB members are informed, aligned with strategic objectives, and empowered to guide public art initiatives.

2. Project Management for Public Art Projects

The Service Provider shall manage the full lifecycle of public art projects in collaboration with PCMC staff, the City's Art Coordinator, and the PAAB. Responsibilities include:

- Advising on and assisting in the development, drafting, and distribution of Requests for Qualifications ("RFQs") and Requests for Proposals ("RFPs").
- Coordinating and facilitating the artist selection process, ensuring equity, transparency, and alignment with project vision.
- Support staff on artist coordination through City processes and PAAB expectations from concept to installation.
- Monitoring and reporting on project progress, deliverables, schedules, and budgets.
- Supporting fabrication and installation of public art projects, including on-site coordination when needed.
- Organizing and facilitating community engagement activities and programming.
- Coordinating with relevant City departments to ensure public art project alignment with planning, engineering, sustainability, transportation, recreation/parks initiatives.

3. Long-Range Public Art Planning and Policy Support

The Service Provider shall assist in the strategic development and policy advancement of Park City's Public Art Program by:

- Supporting the integration of public art into broader City goals and planning documents.
- Researching and advising on funding opportunities and potential public-private partnerships.
- Developing and updating annual strategic work plans in collaboration with PAAB and PCMC staff.
- Applying relevant findings from the Arts & Culture Master Plan to inform program direction and future initiatives for public art.

4. Documentation, Maintenance, and Collection Management

The Service Provider shall assist in the stewardship and management of the City's public art collection through:

- Oversight of public art asset inventory and providing direction on inventory updates for website and print development.
- Supporting the scheduling and coordination of maintenance, restoration planning, and ongoing repairs.

5. Community Engagement & Outreach

The Service Provider shall foster community connection and participation in the Public Art Program by:

- Facilitating opportunities for public input per the public process and project direction.
- Creating accessible and inclusive outreach materials and communications in coordination with PCMC's Community Engagement Department.
- Collaborating with schools, nonprofits, local artists, and community members to expand engagement where appropriate.
- Promoting public art opportunities and open calls via Arts Council platforms, including the CREATE newsletter, social media, website, and subscribed RFP portals.
- Leading local media interviews related to Park City public art projects (radio or newspaper) with support from the PCMC Community Engagement team.
- Raising ongoing awareness of the Public Art Program through storytelling, blog posts, public speaking engagements, and general outreach efforts.

6. Reporting and Accountability

The Service Provider shall maintain transparency and open communication through the following:

- Ongoing communications with City Art Coordinator and City staff.
- Leading public art presentations to the City Council with support from City staff.
- Developing and presenting an annual report to the Park City Council summarizing completed projects, expenditures, outcomes, and strategic progress.
- Timely and accurate documentation of all work, deliverables, and contracted services performed under this Agreement.

SCHEDULE B – FEE SCHEDULE FOR EXTRA WORK

Note: Any work in addition to or outside the Scope of Services in Schedule A shall be approved in advance in writing by PCMC and shall not exceed the contract price reflected in Article 3 of the Agreement.

Hourly Rate for any extra work is $114.50 per hour.

Elizabeth Walsh, Mountain Mosaic, 2025, CIP Allocation

Park City Public Art Annual Report

Annual Report Fiscal Year 2026

This report fulfills the Service Provider Agreement annual reporting requirements and has been prepared by the Arts Council of Park City and Summit County for Park City Municipal Corporation

ARTS COUNCIL
PARK CITY
SUMMIT COUNTY

ABOUT THE PROGRAM

Libby Peterkort, From Land to Sky, 2025, Percent for Arts Project

Mission & History

In 1999, the Arts Council of Park City & Summit County created the first Art in Public Places plan. Subsequently, in 2003, following the 2002 Winter Olympics, Park City Council created the Park City Public Art Board and the first Percent for Arts Policy.

The Public Art Advisory Board's mission is to enrich and connect the Park City community through visual art in public places. The PAAB makes recommendations to the City Council regarding public art placement and expenditures and establishes future funding opportunities for public art.

The board is comprised of Park City residents dedicated to enriching and connecting the Park City community through visual art in public spaces. Community insights are essential to our success as we work to inspire a vibrant, engaged community that celebrates Park City's rich history, culture, and environment.

Program & Project Management

The Arts Council of Park City & Summit County manages the Park City Public Art Program on behalf of Park City Municipal under a three year professional services agreement. Responsibilities include:

- Staff support and administration for the Public Art Advisory Board
- Development/Promotion of RFP's
- Artist procurement
- Budget administration
- Community engagement
- Project management
- Collection stewardship

PCPAAB Support Team

- Jocelyn Scudder, Arts Council Executive Director
- Jenny Diersen, Arts Council Public Art Coordinator
- Molly Miller, Park City Council Liaison
- Stephanie Valdez, Park City Administrative Assistant | Art Coordinator
- Chris Eggleton, Economic Development Director, Park City Staff Liaison

PCPAAB Members

- Kara Beal, Chair
- Molly Guinan, Vice Chair
- Jess Griffiths
- Emma Gerrard
- Phil Hildebrant
- Bailey Edelstein
- Alexandra Stoelzle
- Tori Stuart
- Ariel Goos

Trevor Dahl and Garth Franklin, The Rusted Range, 2026, Percent for Arts Project

STRATEGIC PRIORITIES & GOALS

The Public Art Advisory Board makes recommendations to promote and cultivate the Public Art Strategic Plan, Policies, and Collection by expending funds and facilitating artworks. This includes:

1. Connecting the community through visual art in public places.
2. Stimulating the vibrancy, vitality, and economy of the City.
3. Enhancing Park City's standing as a leading cultural destination.
4. Advancing the publics understanding of visual art.
5. Enhancing the aesthetic quality of daily life for residents and create a Sense of Place.

The Public Art Advisory Board's Goals and Strategics are:

1. Maintaining and preserving the collection.
2. Acquiring public art that aligns with the board's mission.
3. Selecting public art that reflects a Sense of Place.
4. Engage with the community through public art.

Heather Olsen, Timeless Trails, 2025, CIP Allocation

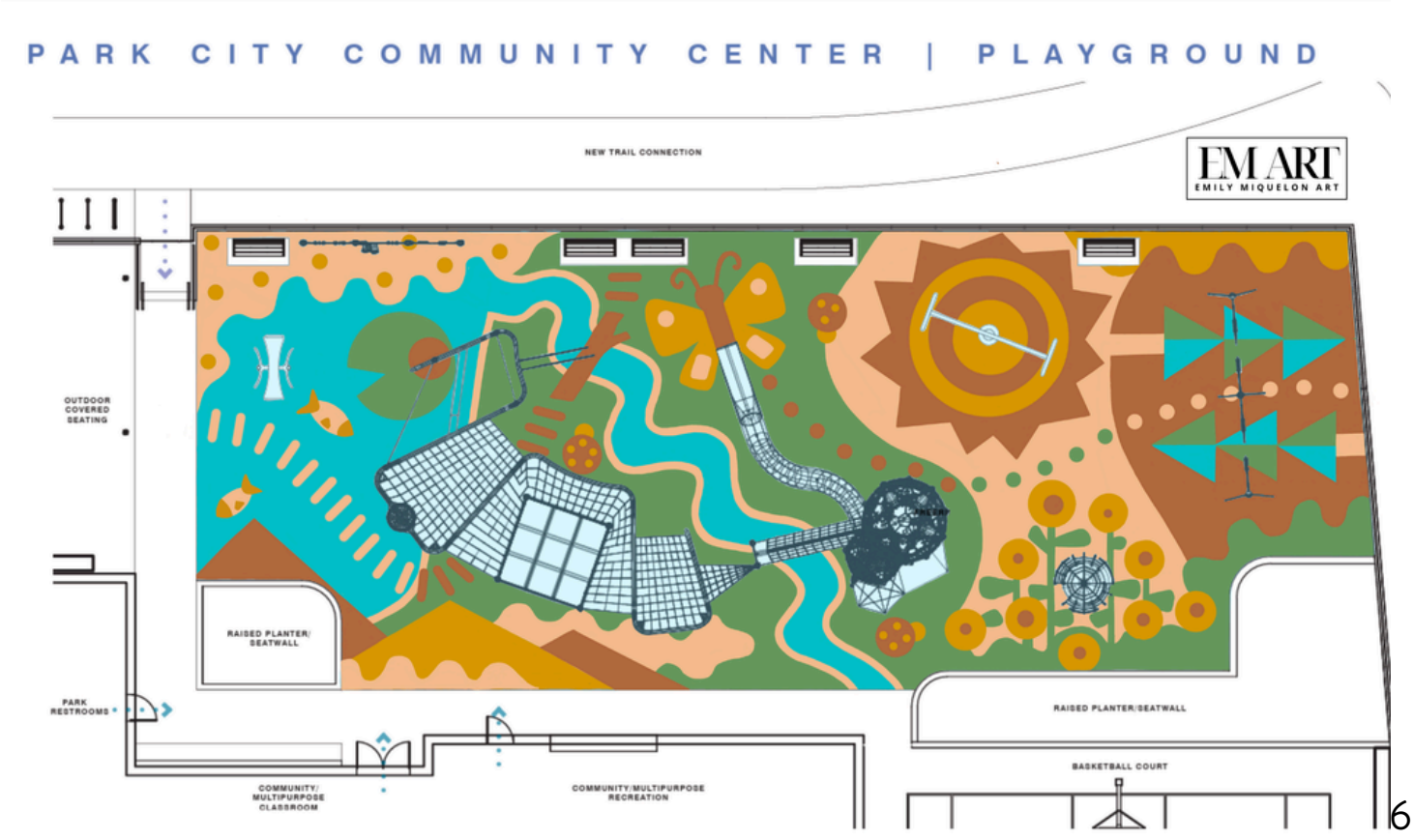
Mark Rane, Frames and Forks, 2026, CIP Allocation

COMPLETED PROJECTS

- Creekside Bike Park Shade Strucutre - “Frames and Forks” by Mark Rane
- MARC Pool Fencing - “The Rusted Range” by Garth Franklin and Trevor Dahl
- (8) Bus Shelters (Phase I) - by Various Artists

PROJECTS IN PROGRESS

- 43 Bike Racks - designs selected for 6 Park City neighborhoods to be installed later this summer/fall.
- 20 Artful Bus Shelters - designs selected as part Phase II of "Timeless Connections" to be installed in 2027.
- Playground surfacing design selected for Community Center, design by Emily Miquelon selected to be installed in parallel with current construction.
- Updates/revisions to the Percent for Arts Policy for Council consideration later this year.



Emily Miquelon, City Park Community Center Playground Surface, 2027, Percent for Arts

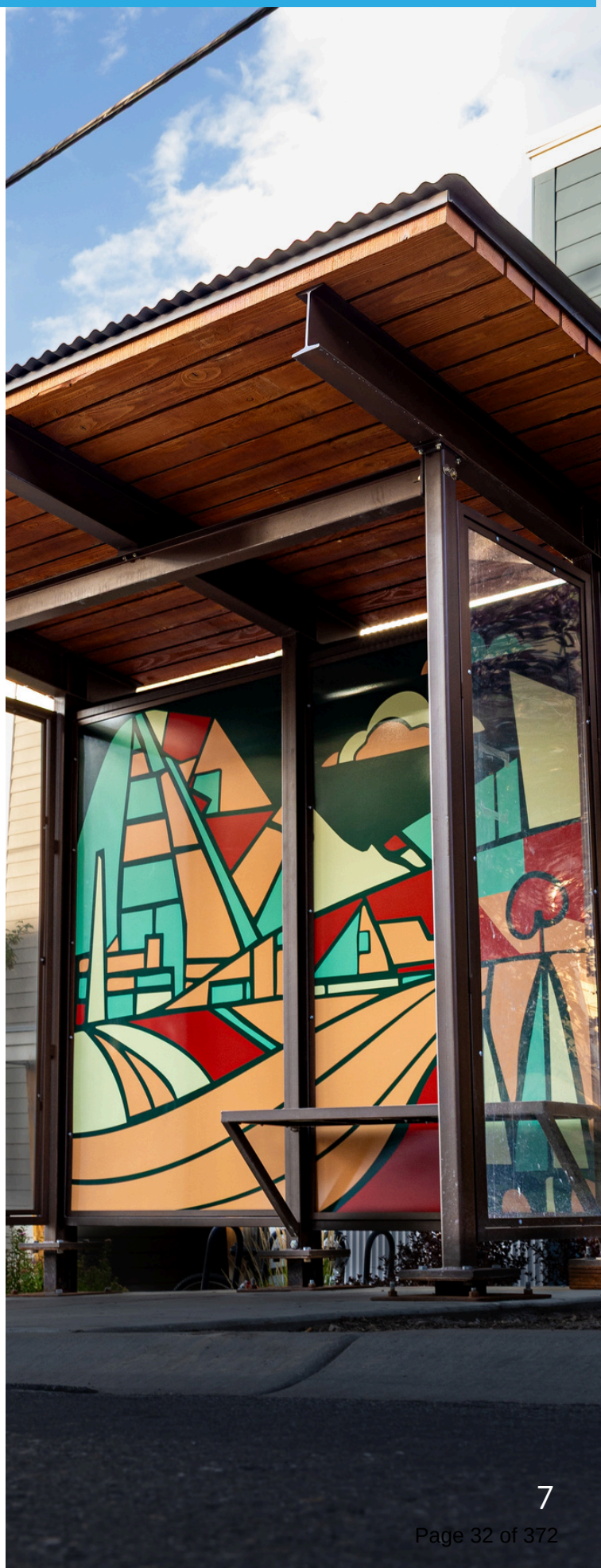
PLANNED PROJECTS/ LOOKING AHEAD

- Trail Art project in collaboration with Trails/Open Space team.
- Olympic Legacy Public Art Planning

COLLECTION STEWARDSHIP

Ongoing maintenance and collection stewardship projects:

- Repair - "Loosey the Moose"
- Repair - "School of Fish"
- Resite - "Elks"
- Resite - "Waves, Planes, and Parallels"



Anjola Ayodele
Hills and Paths: An Ode to the nature of Park City, Utah
2024, CIP Allocation

FINANCIAL SUMMARY

$263,215 Investment in Public Art

Project	Cost	Funding Source
MARC Pool Fencing	$79,000	Percent for Arts
Creekside Shade Structure	$60,000	CIP Allocation
Bus Shelters - Phase I	$32,500	CIP Allocation
Artful Bike Racks	$17,333	CIP Allocation
EmPOWERment Utility Boxes - Phase 3	$32,457	CIP Allocation
Maintenance/Operations	$1,925	Operating
Arts Council Contract	$40,000	CIP Allocation
Total	**$263,215**	

Trevor Dahl and Garth Franklin, The Rusted Range, 2026, Percent for Art Project

YEAR AT A GLANCE - BY THE NUMBERS

- **11** PUBLIC ART ADVISORY BOARD MEETINGS
- **5** NUMBER OF CITY COUNCIL MEETINGS
- **17** NUMBER OF STAFF & SUBCOMMITTEE MEETINGS
- **4** RFPS ISSUED FOR **21** PUBLIC ART OPPORTUNITIES
- **211** ARTIST PROPOSALS RECIEVED FROM **94** ARTISTS
- **21** ARTISTS CONTRACTED
- **3** PROJECTS COMPLETED
- **10** NEW PIECES OF PUBLIC ART
- **63** ARTWORKS IN PROGRESS FOR FY27
- **170** PIECES IN THE PUBLIC ART COLLECTION
- **$263,215** TOTAL PROJECT EXPENDITURES

Elizabeth Walsh, Mountain Mosaic, 2025, CIP Allocation

ARTS COUNCIL
PARK CITY
SUMMIT COUNTY

PCSCARTS.ORG

1500 KEARNS BLVD, SPACE F110
PO BOX 4455
PARK CITY, UT 84060

City Council Staff Communication

Subject: FY26 Revised Budget Refinements
Author: Jessica Morgan
Department: Budget, Debt, and Grants
Date: August 13, 2026

Summary

On June 25, 2026, Council adopted Ordinance 2026-15, formally approving the Final FY27 Budget and the Revised FY26 Budget. This communication provides Council with an informational update regarding administrative refinements made to the Revised FY26 Capital Budget. While these adjustments were fully incorporated into the budget summary reports and capital project reports throughout the budget process, they were inadvertently omitted from the Closed Projects exhibit on April 30, 2026 and the FY26 Budget Adjustments exhibit on June 4, 2026.

Background

Throughout the annual budget process, the Budget department strives to provide Council and the community with transparent and comprehensive information regarding all proposed budget changes. While entering the adopted budget into the financial management system (ERP), staff identified that a few adjustments were not explicitly stated in the April 30 and June 4 exhibits or subsequent presentations before adoption. These adjustments were included in budget summaries, capital project reports, and the tentative budget.

The adjustments were purely administrative in nature and included routine housekeeping items such as refining project budgets, closing completed projects, or updating budget allocations to align with current project scopes. These changes did not represent new funding requests or impact Council's overall budget priorities.

Staff is providing this update to maintain complete transparency and ensure all administrative adjustments are fully accounted for. This report is for informational purposes only. No Council action is required. However, if Council has questions or wishes to request changes to any of these adjustments, the Budget team is available to assist and can incorporate any desired revisions into future FY27 budget amendments.

The table below outlines these adjustments to the FY26 Revised Budget:

Project	Amount	Description
TRP0411 Regional Parking Facility	$ (4,956,940)	Budget-neutral adjustment revising one of the project's funding sources from the CIP Fund in FY26 to the Transit Fund in FY27 to reflect the current project scope
ENG0527 Homestake Roadway & Trail Imp	$ (2,935,182)	Reduced the project's budget to reflect lower-than-anticipated costs; remaining funds were reallocated to other FY27 capital projects
TRA0382 Transit Security Cameras & Software	$ (125,000)	Project complete; project closed to reflect expenditures
TRA0750 Parking Vehicle Replacement	$ (107,000)	Vehicle purchased; project closed to reflect expenditures
TRA0591 Transit Operations Radio Update	$ (100,762)	Radios purchased in FY24; project closed to reflect expenditures
STR0581 Street Sign Replacement Program	$ (12,942)	Reduced budget based on built up carryforward and current replacement needs
TRA0203 China Bridge Event Parking	$ (6,443)	Administrative closeout adjustment to remove remaining budget following completion of the MBA-funded project
ART0089 Public Art	$ (2,349)	Cleaned up remaining balance following expenditure reclass; shifted funding source from LPRDA to CIP to enhance funding flexibility
TRL0430 Treasure Hill & Armstrong	$ 18,075	Administrative correction to the FY26 carryforward budget entered during ERP system conversion
TEC0585 Facility Wireless Upgrade	$ 52,060	Administrative correction to the FY26 carryforward budget entered during ERP system conversion
TRL0092 Open Space Improvements	$ 78,898	Corrected from the $124.5K presented on June 4 due to prior $50K already allocated to budget, funds received from Flagstaff transfer fee

City Council
Staff Communications Report

Subject: 2026 Winter Season's Citywide Transportation Demand Management Programs
Author: Sydney Maves, Senior Transportation Planner
Alex Roy, Assistant Transportation Planning Manager
Julia Collins, Transportation Planning Manager
Department: Transportation Planning Department
Date: August 13, 2026

Summary

This report provides an update on Park City's Transportation Demand Management (TDM) programs, summarizes measurable outcomes from the 2026 winter season, and identifies opportunities to improve program effectiveness and cost efficiency.

This report emphasizes program outcomes from the 2026 winter season and identifies next steps for each program offered.

Transportation Demand Management Overview

Park City's TDM programs complement investments in transit and active transportation by encouraging residents, employees, and visitors to choose alternatives to driving alone. These programs support the goals outlined in Park City Forward and the Transportation Demand Management Plan by reducing single-occupancy vehicle trips, lowering transportation-related emissions, and improving regional mobility and traffic conditions. Current initiatives include the Regional Vanpool Pilot Program, the Ride On Winter Rewards Program, and the use of the Transit App.

Regional Vanpool Pilot Program

Following Council direction in November 2024, Park City Municipal Corporation (PCMC) and Summit County partnered with the Utah Transit Authority (UTA) to launch a Regional Vanpool Pilot beginning in November 2025 to provide a cost-effective mobility option for longer-distance commute trips that are difficult to serve efficiently with fixed-route transit. UTA manages vehicle leasing, maintenance, insurance, and program administration, while participating employers coordinate riders. PCMC or Summit County subsidizes 50% of eligible operating costs, with employers or employees covering the remainder. The subsidizing entity is determined based upon the planned origin and destination for the vehicle, with PCMC subsidizing if the origin or destination is outside of Summit County *and* the origin or destination is *within* the City.

During the first winter season, eleven vanpools served Deer Valley Resort, Park City Mountain Resort, and Park City Municipal Corporation. Outreach about the pilot included a kick-off presentation at the Summit County Public Library, a presentation at a

Green Business Lunch & Learn, and outreach to the ski resorts, select businesses along Main Street, and the Historic Park City Alliance. Participation demonstrates strong demand among the area's largest employers, while highlighting an opportunity to expand the program to additional Summit County employers this coming winter.

PCMC subsidized seven vehicles (including two for Municipal employees) during the reporting period from November 2025 through April 2026 at an average monthly cost of approximately $560 per vehicle, for a total City contribution of approximately $18,800. This funding comes 100% from the Summit County Transportation Sales Tax (TST) 3rd quarter grant for the TDM program.

Between November 2025 and April 2026, the program provided approximately 9,190 round-trip passenger trips (18,400 one-way trips) across 1,150 round-trip vehicle trips. Participants traveled approximately 53,700 vehicle miles and more than 410,700 passenger miles. Based on UTA's methodology, the program reduced an estimated 357,000 vehicle miles that otherwise would have been driven in single-occupancy vehicles. The average vehicle occupancy was approximately eight passengers.

Ride On Winter Rewards Program

Ride On is the City's annual incentive program encouraging residents, employees, and visitors to use transit, walk, bike, carpool, vanpool, and park-and-rides during the winter months. Participants log sustainable trips to earn points and become eligible for cash prizes, gift cards, and raffle prizes. The citywide program was run in partnership with the Chamber of Commerce, and the PCMC employee-only program was run in partnership with PCMC’s Human Resources department. In addition to the citywide program, Deer Valley employees can take part in a separate challenge run by Deer Valley staff.

The 2026 Ride On program had approximately 600 participants who logged more than 36,000 sustainable trips and over 432,700 miles of travel, resulting in an estimated reduction of 129 tons of carbon dioxide emissions. Transit accounted for the largest share of trips (60%), while carpooling represented the largest share of total mileage (49%), reflecting transit's role as the backbone of the regional transportation network and carpooling's importance for longer-distance commutes or commutes not well served by transit (Exhibit A). Continued use of Park & Ride facilities also demonstrates their value as an important connection to transit and shared rides.

Participant engagement remained strong through the winter season, with 67% of users logging ten or more trips and the average participant recording 57 sustainable trips during the winter. Compared with the 2025 winter season, this past winter saw a 38% increase in the number of alternative trips logged and a 23% increase in the number of sustainable miles logged. While we cannot identify causation, even with a mild winter that did not see typical winter traffic and visitation levels, this program growth indicates the success of marketing efforts, the value of the program, and the potential to encourage commuters to travel using alternative transportation incentives over the long term.

The current Ride Amigos software contract expires in October 2026. Staff is advancing a procurement process this summer to maintain the program's existing functionality while evaluating opportunities to reduce program costs without compromising the user experience. Staff will also review the incentive structure next year to better align rewards with desired travel behaviors and broaden participation.

Transit App

Park City subscribes to the Transit App Royale platform, which provides riders with real-time transit information while giving staff access to rider feedback and travel behavior analytics. In 2025, downloads increased 310%, app opens increased 670%, and trip-planning activity increased 650% compared with 2024. This spike is likely partially due to the City’s promotion of the app as the Avail myStop mobile app was phased out. These trends indicate riders continue to rely on digital tools for trip planning and real-time transit information. Transit App, along with trip-planning tools such as Google Maps and Apple Maps, allows riders to plan trips across multiple transit systems. By serving as an integrated trip-planning platform, these tools help reduce barriers for visitors and other potential transit users.

Conclusion & Next Steps

The City's TDM programs continue to support reducing reliance on single-occupancy vehicles, expanding access to sustainable transportation options, and generating valuable data to inform transportation planning. Over the coming year, staff will focus on expanding participation in the regional vanpool program, evaluate the cost-benefit opportunities for the Ride On program as staff goes through the RFP process, refining program incentives, and evaluating the long-term value of the Transit App Royale subscription. Staff will continue monitoring program performance and report back to Council on participation and outcomes through annual reporting.

Exhibits

Exhibit A: Ride On Use Metrics

Exhibit A: Ride On Use Metrics

Figure 1: Trip Breakdown by Mode

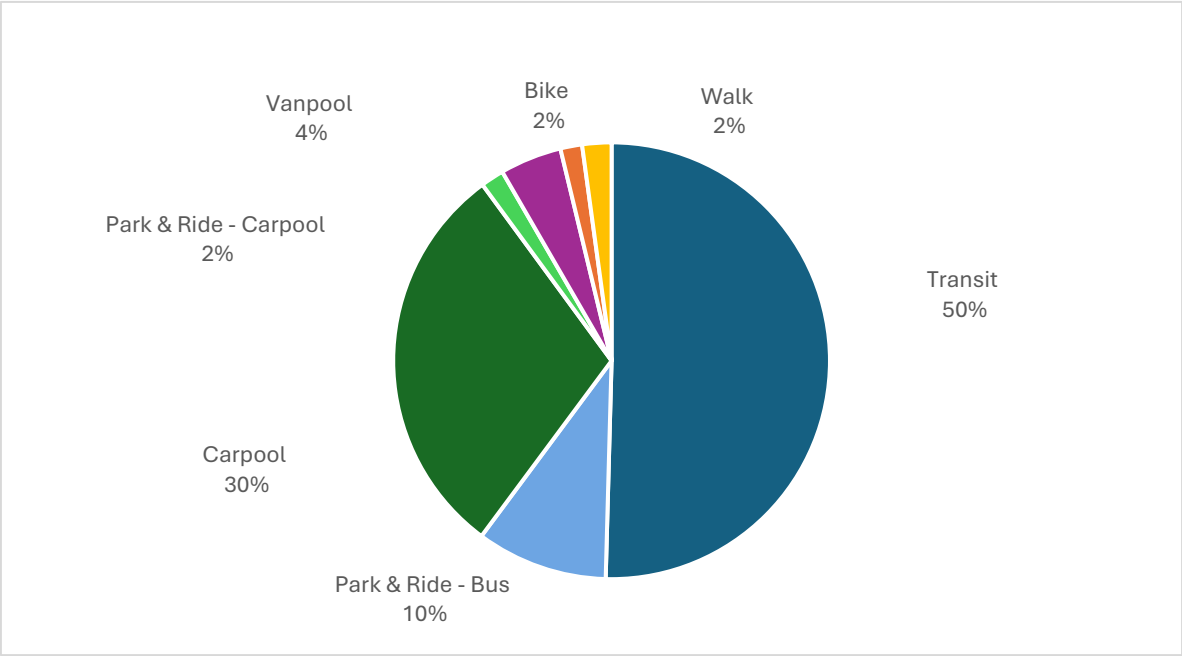
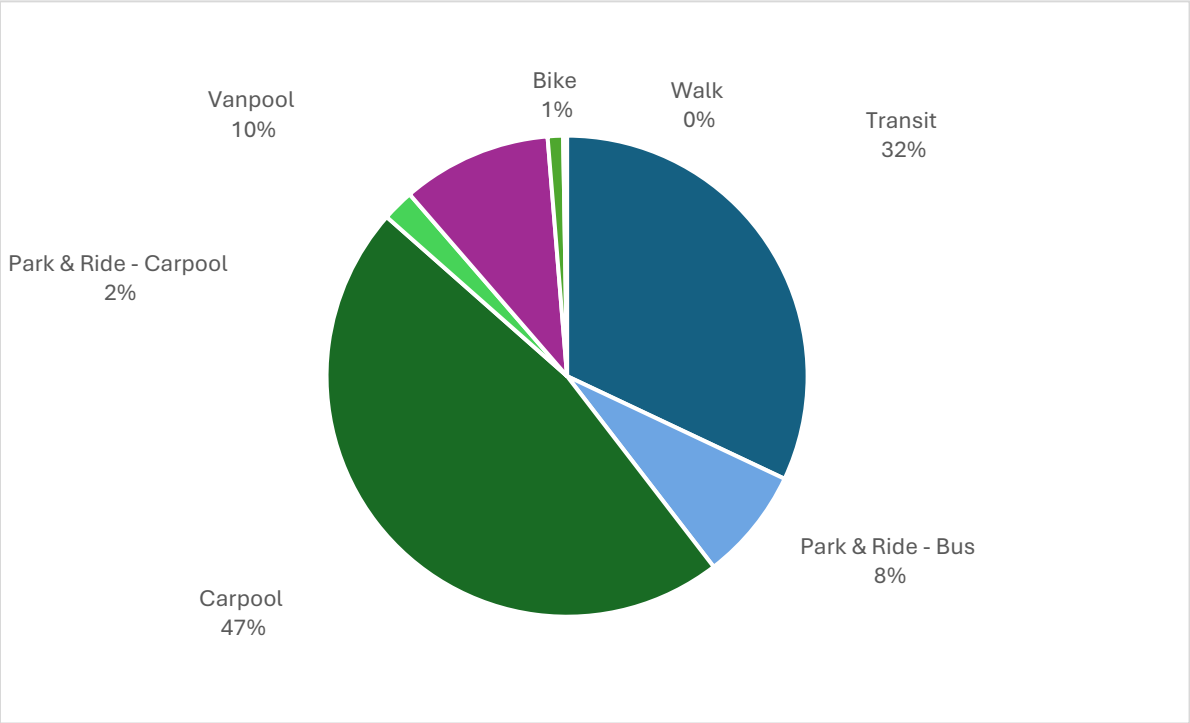


Figure 2: Mileage Breakdown by Mode



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

July 16, 2026

The Council of Park City, Summit County, Utah, met in open meeting on July 16, 2026, at 10:00 a.m. in the Council Chambers.

SPECIAL MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Ryan Dickey (via Zoom) Council Member Ed Parigian Council Member Tana Toly Council Member Diego Zegarra (via Zoom) Adam Lenhard, City Manager Luke Henry, Assistant City Attorney Michelle Kellogg, City Recorder	**Present**
Council Member Bill Ciraco Council Member Molly Miller	**Excused**

II. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from July 9, 2026:
Council Member Parigian referred to Page 4, Line 30 of the minutes and indicated he was open to look at every option for affordable housing other than the options already rejected. He asked that the minutes reflect that change.

Council Member Parigian moved to approve the City Council meeting minutes from July 9, 2026 as amended. Council Member Toly seconded the motion.

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

III. NEW BUSINESS

1. Appoint Karyn Henry as Finance Director for Park City Municipal Corporation:
Sarah Mangano, Human Resources Director, presented this item and reviewed the recruitment process for this position. Henry was chosen and the mayor had nominated her to be appointed as the Finance Director.

Council Member Parigian moved to appoint Karyn Henry as Finance Director for Park City Municipal Corporation. Council Member Toly seconded the motion.

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

IV. ADJOURNMENT

With no further business, the meeting was adjourned.

_____
Michelle Kellogg, City Recorder

City Council Staff Report

Subject: Award Contract for Senior Center Administration
Author: Hans Jasperson
Department: Budget, Debt, & Grants
Date: August 13, 2025

Recommendation

Review and consider a request to authorize the City Manager to execute a Professional Services Agreement with Park City Senior Citizens Inc., in a form approved by the City Attorney's Office, for senior center administrative services, totaling $100,000 over two years.

Executive Summary

Park City Senior Citizens Inc. (Park City Seniors), a nonprofit partner in operating the Park City Senior Center, has experienced significant growth in membership and program demand in recent years. To support this expanded service level, the organization hired its first executive director in 2025. The City funded this role through a public service contract that concluded in FY26. In response to continued community need, the FY27 budget includes a new $50,000 line item for senior center administration. Staff recommends awarding a two-year Professional Services Agreement (PSA) to Park City Seniors to provide defined administrative, program coordination, and community partnership services through FY28. This contract ensures continuity of senior programming while the City, Summit County, and Park City Seniors continue developing a long-term operating framework for a future senior center facility.

Analysis

Park City Seniors is a nonprofit organization that provides programs, services, and advocacy for seniors aged 60 and above. In partnership with the City, Summit County, and Mountainland Association of Governments, they operate the Park City Senior Center.

The center has experienced tremendous growth in recent years, with membership increasing from 70 in 2020 to over 700 in 2026. Park City Seniors has continued to expand its hours and program offerings to meet the demand:

- Meal service was recently increased from three to four times per week, with plans to add a fifth day in 2027.
- The center provided 191 activities to members in 2025, compared to 30 in 2022.
- In 2025, Park City Seniors hired its first-ever executive director to manage the organization's growing programs, partnerships, and administrative duties.

The City awarded initial funding for the Park City Seniors executive director position through a public service contract, which ended in FY26. Public service contracts are

awarded to local nonprofits providing services that meet City priorities, with applications reviewed by the Nonprofit Services Advisory Committee and approved by Council.

The FY27 budget, adopted by Council on June 25, includes a new $50,000 line item for Senior Center Administration, separate from the public service contract funds. During the April 9 City Council work session, a majority of the Council expressed support for a two-year contract with Park City Seniors at $50,000 annually to continue supporting the full-time executive director position. This approach aligns with the City's practice of contracting directly with nonprofits to provide essential community services – such as trail grooming, recycling, museum and history services, legal mediation, and administration of the Park City Sister City program – when doing so is more effective than providing them internally. In each of these cases, the City contracts with a nonprofit to provide services which are clearly defined in PSA.

The services provided by Park City Seniors, as part of the proposed PSA, include program development, coordination, and delivery; community partnership management; marketing, outreach, and communications; and administrative and member support services. A report demonstrating performance of these services will be required at the end of each fiscal year.

The proposed PSA would expire at the end of FY28. The intent is to ensure continued provision of senior center administrative services, while the City, Summit County, and Park City Seniors negotiate a long-term agreement for operation of the planned new senior center.

Because Park City Seniors already provides these services, issuing a competitive bid was unlikely to attract qualified alternative proposals. In June 2026, the City issued a formal notice of intent to waive competitive procurement and received no comments

Funding

The FY27 general fund budget includes a line item of $50,000 for senior center administration.

City Council Staff Report

Subject: July 2026 Emergent Community Needs Grants
Author: Hans Jasperson
Department: Budget, Debt, & Grants
Date: August 13, 2025

Recommendation

Review and consider approving the Nonprofit Services Advisory Committee's recommendations for Emergent Community Needs Grant awards totaling $27,500 to the following local nonprofit organizations: Park City Community Foundation, Peace House, Inc., and Bridge21 Park City, Corp.

Executive Summary

The Emergent Community Needs Grant Program provides flexible, rapid-response funding to nonprofits addressing urgent, unanticipated, or emerging community needs. Awards are typically capped at $15,000 and must support immediate needs outside normal operating budgets, such as launching new programs, expanding services during surges, or piloting strategies to mitigate the impacts of emerging issues. Applications are accepted year-round, subject to available funding, and reviewed quarterly by the Nonprofit Services Advisory Committee.

The Committee convened on July 15 to review current submissions and develop recommendations for Council consideration. The table below summarizes the applications received, the amounts requested, and the Committee's recommended awards:

Organization	Requested Amount	Recommended Amount
Park City Community Foundation	$15,000	$15,000
Peace House	$15,000	$10,000
Bridge21	$5,000	$2,500
Song Summit Foundation	$100,000	$0
Total	*$135,000*	*$27,500*

Analysis

Four applications were submitted before the June 30 deadline for the current quarterly review. Each Committee member independently scored the applications using the program's weighted criteria: clarity of the emergent need (40%), appropriateness of the proposed use of funds (30%), and likelihood of success within the proposed timeline (30%). Aggregate scores informed the Committee's discussion and prioritization. During the June 15 Committee deliberations, several themes emerged:

- **Strength of emergent need:** The Committee prioritized applications demonstrating clearly defined, time-sensitive challenges—particularly those involving immediate barriers to essential services, safety, or accessibility;
- **Scale and urgency of impact:** Members considered both the severity of the need and the number of residents directly affected, recognizing that some projects addressed widespread community challenges while others served smaller but highly vulnerable populations;
- **Alignment with program intent:** The Committee distinguished between truly emergent needs and requests tied to ongoing or annual programming, emphasizing that the grant program is not intended to supplement regular operating budgets or recurring events; and
- **Organizational readiness and feasibility:** Members evaluated whether proposed projects could be implemented quickly and effectively, and whether the requested funds would meaningfully address the identified need.

Based on these considerations, the Committee recommended funding three applications and determined that one did not meet the emergent need criteria. Exhibit A provides detailed descriptions of each project, the Committee's full rationale, and information on any additional City support provided through other grants, fee reductions, or subsidies.

Funding

The FY27 Emergent Community Needs Grant Program has an original budget of **$136,000**. To ensure the program remains available year-round, the Committee aims to allocate no more than one-quarter of the annual budget during each quarterly cycle. The Committee's recommended awards for Q1 total **$27,500**, leaving a remaining balance of **$108,500** for subsequent cycles.

Exhibits

Exhibit A – July 2026 Emergent Community Needs Grant Recommendations

Exhibit A – July 2026 Emergent Community Needs Grant Recommendations

Organization: Park City Community Foundation

Project Title: Mobile Resource Van

Current PCMC Funding: Public Service Contract - $11,000 in FY26 and FY27 for the Youth United program

Amount Requested: $15,000

Project Description: Families who qualify for housing, nutrition, and healthcare assistance are increasingly reluctant to seek services due to fear, uncertainty, and access barriers—particularly among immigrant and mixed-status households, where concerns about interacting with institutions have led to measurable declines in service utilization. Local providers report higher appointment cancellations at People's Health Clinic and a one-third drop in mental-health clients at the Summit County Health Department. At the same time, an estimated 4,400 residents experience food insecurity, and many households spend 30 to 50 percent of their income on housing, widening the gap between available services and the residents who need them.

To address these barriers, the Mobile Resource Van, launched in June 2026, brings housing, nutrition, healthcare, and benefits enrollment support directly into neighborhoods where Park City's workforce and families live. A survey of Summit County nonprofits identified transportation as a key barrier, with 26 organizations expressing interest in using the van to reach clients more effectively. The $15,000 request supports the first six months of operations—including staffing a bilingual Community Engagement Manager, fuel, insurance, program materials, and technology needs such as data tracking and partner scheduling—and is projected to support approximately 60 deployments serving 700 residents during that period. All funds will be spent within six months of award. The model builds on the successful MIRA program in Eagle County, Colorado, which has demonstrated strong community engagement and high referral rates.

Committee Recommendation and Rationale: $15,000

Committee members concluded that full funding is warranted because this project directly addresses some of the most critical needs facing Park City residents at this time. The applicant clearly demonstrated significant unmet demand, including declining healthcare and mental-health utilization, persistent food insecurity, and high housing cost burdens. Survey responses from 26 nonprofits further confirm that transportation and institutional fear are major barriers preventing families—especially immigrant and mixed-status households—from accessing essential services.

The Mobile Resource Van offers a practical, community-centered solution supported by strong partnerships, leveraged funding, and a detailed operational plan modeled on a proven program in a comparable resort community. City investment would enable the first six months of operations, allowing the applicant to launch a robust pilot, deliver immediate assistance, and collect high-quality data to inform future service levels. After the pilot period, the program will be incorporated into the organization's annual budget, with individual giving, corporate support, and other grants identified as part of the long-term fundraising strategy. Given the scale of need and the project's potential to meaningfully reduce barriers to access, the committee recommends full funding for this high-impact initiative.

Organization: Peace House

Project Title: Food for Victims of Interpersonal Violence

Current PCMC Funding: Public Service Contract - $50,000 in FY26 and FY27 for domestic violence helpline, emergency shelter, and wraparound support services

Amount Requested: $15,000

Project Description: Peace House is experiencing an immediate need for additional resources to provide food for survivors of interpersonal violence residing in its emergency shelter. Rising grocery costs, a substantial increase in service demand, and a reduction in state funding have converged to create significant pressure on the organization's food budget. In the fiscal year ending June 30, the shelter saw a 35 percent increase in residents, providing 6,467 nights of safety to 237 survivors. Requests for sexual-assault recovery services rose by 58 percent, and case-management hours increased by 38 percent. These escalating needs exhausted the shelter's food budget far earlier than projected, and the organization must increase its annual food budget to meet the basic nutritional needs of residents

Grant funds would be used solely to purchase groceries for adults and children residing in the emergency shelter, ensuring reliable access to nourishing, culturally appropriate food that supports safety, stability, and dignity during crisis. The requested funding will sustain food purchases for the next six months as occupancy fluctuates and grocery costs remain high. Meeting residents' nutritional needs is foundational and must be secured before therapeutic, legal, and long-term support services can begin.

Committee Recommendation and Rationale: $10,000

The Committee concluded that the application clearly met the criteria for an emergent need grant. Demand for Peace House services has increased dramatically, and staff report that the severity of abuse and acuity of need are unprecedented. External factors—including immigration-related risks, limited affordable housing options, and insufficient substance-abuse, mental-health, and disability services—are straining the entire support system and stretching organizational capacity.

While the need was clearly demonstrated, the committee recommended a grant amount of $10,000, rather than the $15,000 requested. Because the application focused specifically on a food budget shortfall, the Committee opted to fund the amount needed to close that gap. The Committee recognizes that Peace House is the only organization in the community providing specialized services to survivors of interpersonal violence and that many of its broader needs fall outside the scope of this grant program. Peace House currently receives $50,000 annually through a City public service contract and is encouraged to apply again in FY28.

Organization: Bridge21 Park City

Project Title: Addressing the Need for an ADA-Compliant Ramp for Adults with Autism and Intellectual Disabilities

Current PCMC Funding: None

Amount Requested: $5,000

Project Description: Bridge21 is facing an immediate accessibility barrier at its first neuroinclusive home in Silver Creek Village: family and friends of adults with autism and intellectual disabilities who rely on mobility devices cannot enter the residence due to the absence of an ADA-accessible entrance. Several individuals seeking to participate in programs such as family dinner nights and art classes have been physically unable to access the home, preventing them from engaging with residents and the broader A/I/DD community. This limitation directly affects the population the organization is designed to serve and restricts opportunities for inclusion, independence, and community connection. An accessible entrance is urgently needed to ensure equitable participation.

Grant funds will be used to purchase and install an ADA-compliant ramp at the home's garage entrance, providing safe and reliable access for individuals using wheelchairs, walkers, and other mobility devices. Because the ramp is mobile, Bridge21 can also transport it for use at community events, expanding accessibility beyond the home itself. Installing the ramp will allow Bridge21 to fully deliver its neuroinclusive programming and ensure all community members can enter and participate in activities as intended.

Committee Recommendation and Rationale: $2,500

The Committee recommended funding this request because it offers a clear, high-impact solution for a relatively small investment. The project plan was straightforward, the outcome immediate, and the accessibility benefits significant for individuals who rely on mobility devices. Members also noted that Bridge21 is a growing organization serving a unique population that has not previously received City funding, and that although the Silver Creek Village home is outside municipal boundaries, its residents work in Park City proper and contribute to the local workforce.

The Committee recommended $2,500 rather than the full $5,000 due to the relatively small number of individuals directly served compared with other emergent need applications. The ramp will primarily benefit the four residents of the Silver Creek Village home, along with their friends, families, and attendees at occasional community events. Given this narrower service population, the Committee opted to fund half the request while still supporting a meaningful accessibility improvement aligned with the goals of the emergent need grant program.

Organization: Song Summit Foundation

Project Title: Song Summit Village and Summit Labs

Current PCMC Funding: $20,579.20 in special event fee reductions for 2025 Song Summit

Amount Requested: $100,000

Project Description: Increasing social isolation, mental-health challenges, and accessibility barriers are limiting community engagement in arts and cultural programming, creating a need for expanded free and inclusive opportunities that support connection and well-being. The Foundation proposes to expand free and accessible programming during the 2026 Park City Song Summit through the following initiatives: Song Summit Village, a no-cost community hub offering live music, wellness activities, local vendor participation, and nonprofit engagement; Summit Labs, an educational series featuring artist-led discussions focused on music, creativity, mental health, and cultural connection; and Summit Rising, a mentorship program for emerging artists.

Grant funds would support artist fees, production and staging, wellness experiences, educational programming, community outreach, accessibility initiatives, and nonprofit partnerships. Programming will take place from August 27–29, 2026. The project is expected to serve approximately 1,500 participants per day, with a focus on youth, underserved residents, and individuals seeking increased access to arts and wellness opportunities.

Committee Recommendation and Rationale: $0

The Committee recognized the value of the Song Summit Foundation's programming and expressed support for the organization's efforts to expand accessible arts, wellness, and community-building opportunities in Park City. Members noted that the proposed initiatives align well with broader community priorities and that the City already contributes meaningfully to the festival through special event fee reductions.

However, the Committee concluded that the request did not meet the specific criteria of the Emergent Need Grant Program, which is intended to address urgent or time-sensitive needs outside of regular programming or annual events. Because the application sought support for an ongoing, annual initiative, there was not a clearly defined emergent need. Song Summit has applied for fee reductions for the 2026 festival through the special-event process, which is currently under evaluation.

City Council Staff Report

Subject: Purchase of Eight Leased Transit Buses
Author: William DeGroot, Transit Manager
Timothy Sanderson, Transportation Director
Department: Transportation
Date: August 13, 2026

Recommendation

Consideration to authorize the City Manager to execute an agreement in a form approved by the City Attorney's Office with **Shuttle Bus Leasing** to purchase eight previously leased 35-Foot low-floor diesel buses and spare engine/transmission assembly, in an amount not to exceed **$339,500.00**.

Executive Summary

To adequately meet projected winter service operations, the Transportation department requires 32 fixed route vehicles daily. Currently, the Department owns twenty 35-foot battery electric buses (BEBs) and twelve 35-foot diesel buses, including the Main Street Trolley. Without supplemental vehicles, daily service could be disrupted when buses are out of service for routine maintenance or repairs. While efforts are underway to purchase additional vehicles, the delivery timeline for new manufactured buses is up to 24 months. Acquiring the previously leased buses will provide a critical buffer to maintain service levels until new vehicles are delivered. Additionally, the purchase gives the Department the greatest flexibility in vehicle utilization without limitations of a rental contract. With this purchase we would own the vehicles and could use them for as long as needed.

Background

On August 15, 2024, Council approved a 24-month pilot program to lease eight transit buses—the first program of its kind in Park City. Although the lease spanned 24 calendar months, the Transportation department utilized and paid for the vehicles only during periods of peak demand, primarily November-April and July-August. In Fall 2025, three additional vehicles were leased for September and October to support training operations. Since the program's inception, a total of $693,000 has been paid in lease payments.

The lease agreement included a provision allowing 50% of all lease payments to be applied toward the purchase of the vehicles, should the City choose to exercise this option. Additionally, the original deposit—equivalent to one lease payment—will be applied in full toward the purchase price.

On May 4, 2026, a Request for Proposal (RFP) was published on the Utah Public Procurement Place (U3P) website. Only one proposal was received, submitted by the incumbent vendor, Shuttle Bus Leasing. The proposal was reviewed by a selection committee, which deemed the vendor responsible and proceeded with a cost evaluation. Although the proposed cost increased from the previous lease, it was determined to be fair and reasonable based on market conditions.

While the proposed lease rate is consistent with current market conditions, the Transportation Department recommends purchasing the existing fleet. The estimated purchase price for eight vehicles, including an additional engine and transmission assembly, is $339,500. By comparison, leasing eight vehicles for 16 months during a 24-month period is estimated to cost $768,000.

Purchasing the fleet would reduce the City's vehicle acquisition cost by approximately $428,500, or 56 percent. Routine maintenance and repair costs are expected to be generally similar under either option. However, when leased vehicles are returned, the City receives no residual value from replacement parts or major components purchased and installed during the lease period. When the vehicles are owned, these investments remain with City assets and may extend their useful service life.

Leasing would also involve additional end-of-lease expenses, including vehicle transportation and removal of the City's wraps. Under the purchase option, the City could continue operating the vehicles for as long as they remain safe, reliable, and cost-effective. When the vehicles reach the end of their useful life, the City will surplus them and retain the resulting auction proceeds, further reducing the net cost of ownership.

The estimated acquisition savings provide a substantial allowance for future maintenance and repairs before the total cost of purchasing would approach the cost of leasing. Ownership also gives the City greater flexibility to retain, replace, or surplus individual vehicles based on their condition and operational value.

Funding

Funding for this purchase will be drawn from Transportation Beginning Balance and is available within the Rolling Stock Replacement capital project (TRA0009). The $339,500 purchase price is lower than the cost anticipated under the previously planned lease approach.

City Council Staff Report

Subject: Contract Amendment for Transit Technology Replacement
Author: Franklin Williams, Transportation ITS Manager
William DeGroot, Transit Manager
Department: Transportation
Date: August 13, 2026

Recommendation
Consideration to Authorize the City Manager to execute an amendment to the Professional Services Agreement (PSA) with Ineo Systrans USA Inc., in a form approved by the City Attorney's Office, to increase the total contract value by **$180,000** for a revised not-to-exceed amount of **$1,380,000**.

Executive Summary
On July 9, 2026, the City Council approved the purchase of five purpose-built 34-foot Turtle Top Terra Transit HD Buses are intended for the 9 Purple Route to support the extension to the Bonanza Flat Conservation Area (BFCA). Additionally, on tonight's consent agenda, the Transportation department is seeking Council's approval to purchase eight previously leased 35-Foot Transit Buses.

These new vehicles will need to be equipped with upgraded Computer Aided Dispatching and Automated Vehicle Location (CAD/AVL) technology. The Transportation department is seeking approval for increased contract authority to ensure all new vehicles are fully equipped and that CAD/AVL services remain uninterrupted.

Background
The Transportation department will continue modernizing its fleet by equipping all new vehicles with upgraded Computer Aided Dispatching and Automated Vehicle Location (CAD/AVL) technology. This investment supports seamless integration, reliable service, and enhanced real-time information for riders, while ensuring compliance with federal and accessibility requirements.

As a part of the original procurement and contracting process, the Transportation department anticipated additional vehicle purchases. Furthermore, terms were included to allow for equipment transfer from one vehicle to another as each asset is replaced. Therefore, the eight CAD/AVL equipment packages requested for the eight lease bus purchase may be removed and used on the next 35-foot Transit buses delivered to Park City, decreasing additional costs for the next procurement.

Funding
The CAD/AVL Replacement capital project (TRA 0592) currently has approximately $354,000 remaining from its original $1,380,000 appropriation, funded from Transportation Fund beginning balance. CAD/AVL equipment for the eight buses

covered by this amendment and the five Turtle Top cutaway buses is estimated to cost $203,047.56. Approximately $151,000 will remain after this purchase. The proposed amendment would increase the contract’s cumulative not-to-exceed amount from $1,200,000 to $1,380,000. No additional appropriation is requested.

City Council Staff Report

Subject: Approval of Temporary Construction and Perpetual Easement Agreements for the Citywide Bus Stop Improvement Project
Author: Steven Dennis, PE, PMP
Sydney Maves, Senior Transportation Planner
Department: Engineering & Transportation Planning
Date: August 13, 2026

Recommendation
Approve the easement offers in the amount of the appraisal by a certified general real estate appraiser, CBRE, for four Temporary Construction Easements (TCEs) and three Perpetual Easements (PEs) required to construct the Citywide Bus Stop Improvement Project. The total appraised value of these easements is $970,600.00.

Executive Summary
The Citywide Bus Stop Improvement Project requires temporary and permanent easements on four privately owned parcels to construct and maintain transit improvements planned for the 2026 construction season. In accordance with federal requirements, the City retained an independent appraisal firm to determine the fair market value of the required property interests. Council approval of the appraised values will authorize staff to proceed with acquisition negotiations and secure the easements needed to maintain the project schedule.

Analysis
The Citywide Bus Stop Improvement Project requires TCEs and PEs on several privately owned properties to safely construct and maintain planned bus stop improvements. TCEs provide the City with temporary access to adjacent private property during construction to facilitate grading, installation of transit infrastructure, and restoration activities. These easements allow improvements to be constructed safely and efficiently while ensuring the City restores all disturbed areas to a condition equal to or better than their pre-construction state. PEs are required where bus stop infrastructure must remain outside the existing public right-of-way due to existing site conditions or limited space within the roadway corridor. These non-exclusive easements allow the City to install, operate, and maintain transit amenities while property owners retain ownership of the underlying land and may continue to use the property, provided such use does not interfere with the operation or maintenance of the bus stop facilities.

To establish fair market value for the required property interests, the City retained an independent real estate appraisal firm. The appraisals were completed by Utah-certified appraisers in accordance with the Uniform Standards of Professional Appraisal Practice and applicable State of Utah requirements. As part of the appraisal process, the firm conducted site inspections, reviewed property records, zoning and title information, analyzed relevant market data and comparable land sales, and determined just compensation for each required easement.

Table 1 summarizes the appraised values for each parcel. All four parcels require a TCE to accommodate construction activities. In addition, Parcel SA-246 requires a PE to accommodate the realignment of the curb along 15th Street. Parcels AS-101 and HRECRC-1 require PEs because the existing bus stop infrastructure is located outside the City's right-of-way and must remain there due to site constraints. These easements will provide the City with the long-term authority to operate and maintain the transit facilities.

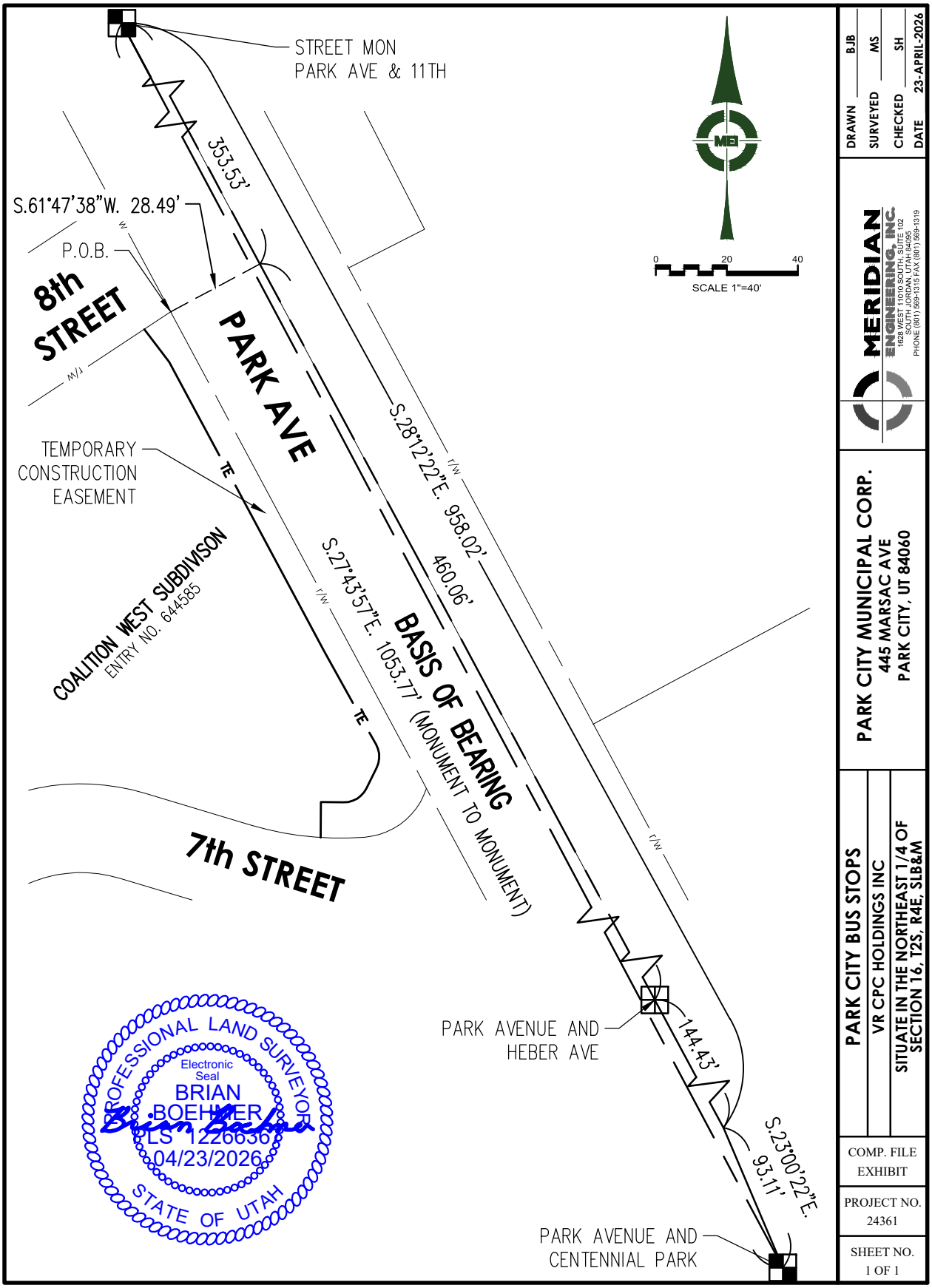
Funding for these easements will be provided through a combination of federal grants, Third Quarter Transportation Sales Tax grants, and Corridor Preservation funds.

Table 1: Summary of Appraisal Values by Parcel

Stop ID	Parcel No.	TCE	PE	Appraised Value
777	CWST-1	1,405	N/A	$ 188,300.00
1520	SA-246	721	884	$ 230,400.00
1615	AS-101	504	622	$ 323,900.00
90070	HRECRC-1	1,893	922	$ 228,000.00
TOTAL		4,532	2,422	**$970,600.00**

Approval of the easement offers in the amount of the appraisal will allow staff to proceed with acquiring the necessary easements needed to construct and maintain the planned bus stop improvements. Securing these property interests is a critical step in advancing the Citywide Bus Stop Improvement Project on schedule while ensuring affected property owners receive fair market compensation in accordance with applicable requirements.

Exhibits
Exhibit A: Easement Exhibits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8th
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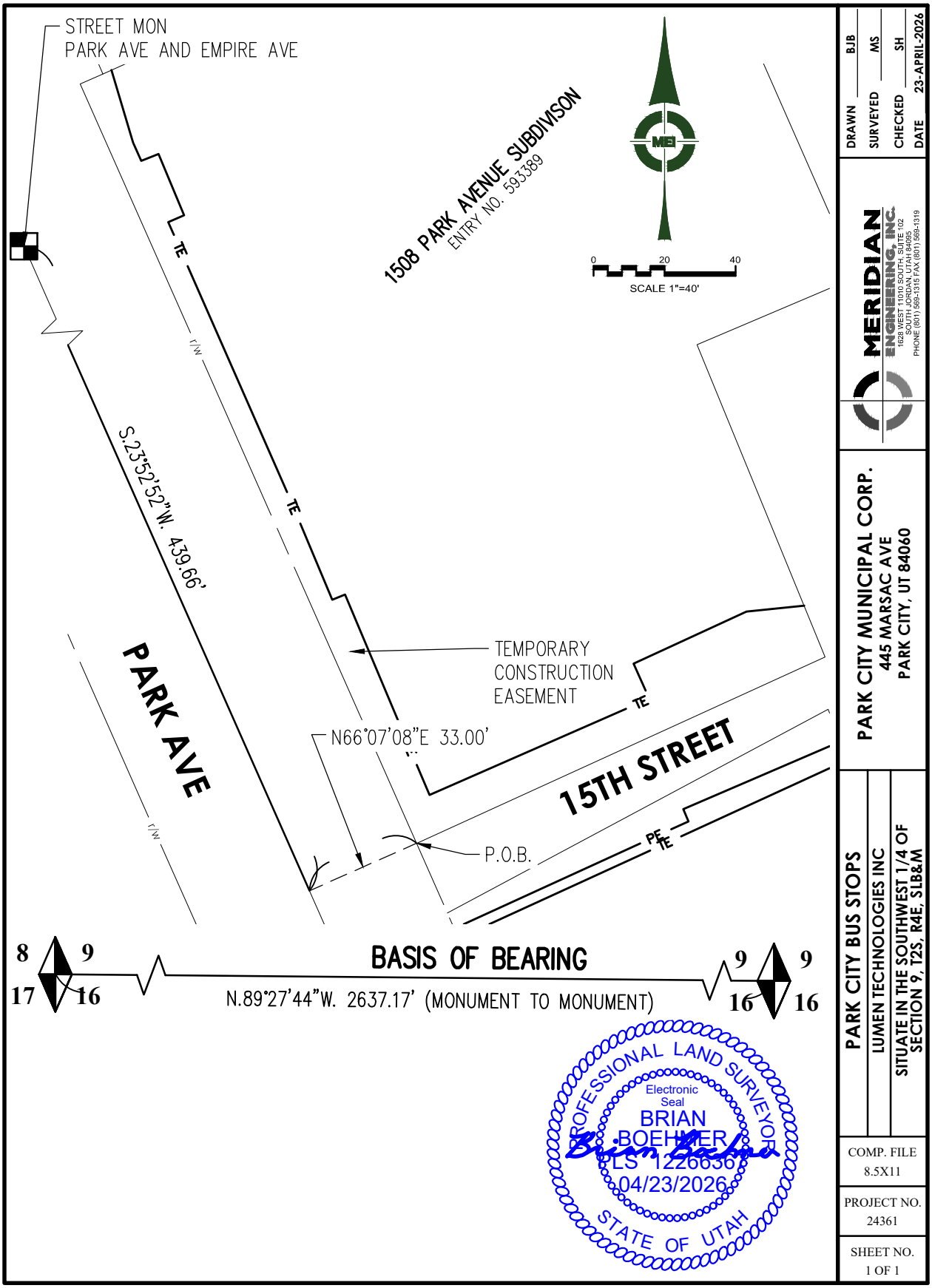
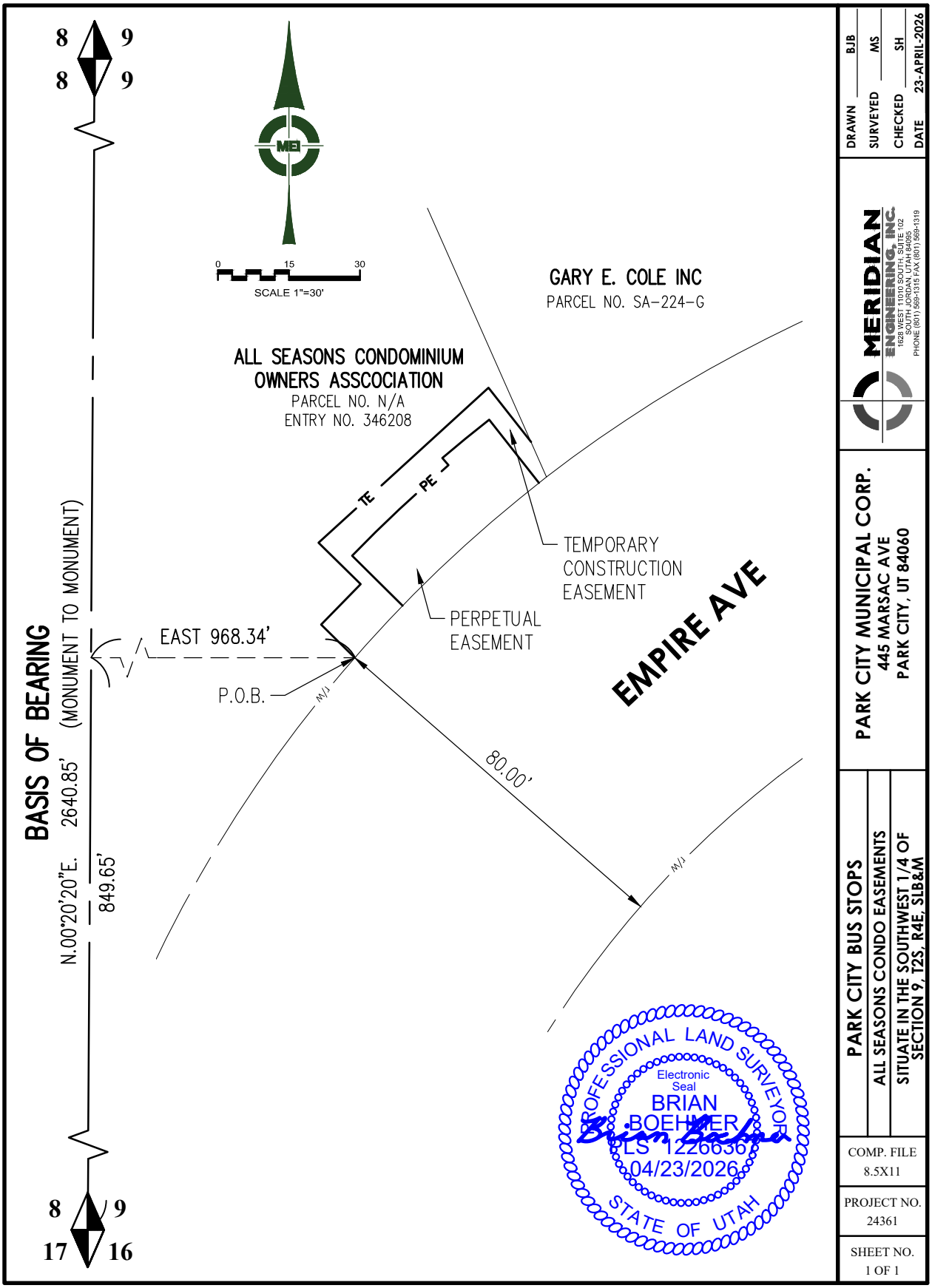
MERIDIAN
ENGINEERING, INC.
1628 WEST 1010 SOUTH, SUITE 102
SOUTH JORDAN, UTAH 84095
PHONE: (801) 569-1315 FAX: (801) 569-1319
PARK CITY MUNICIPAL CORP.
445 MARSAC AVE
PARK CITY, UT 84060
PARK CITY BUS STOPS
VR CPC HOLDINGS INC
SITUATE IN THE NORTHEAST 1/4 OF
SECTION 16, T2S, R4E, SLB&M
COMP. FILE
EXHIBIT
PROJECT NO.
24361
SHEET NO.
1 OF 1

Exhibit B - TCE Easement Area





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MERIDIAN ENGINEERING, INC.
1628 WEST 1010 SOUTH, SUITE 102
SOUTH JORDAN, UTAH 84095
PHONE: (801) 569-1315 FAX (801) 569-1319

PARK CITY MUNICIPAL CORP.
445 MARSAC AVE
PARK CITY, UT 84060

PARK CITY BUS STOPS
ALL SEASONS CONDO EASEMENTS
SITUATE IN THE SOUTHWEST 1/4 OF SECTION 9, T2S, R4E, SLB&M

COMP. FILE
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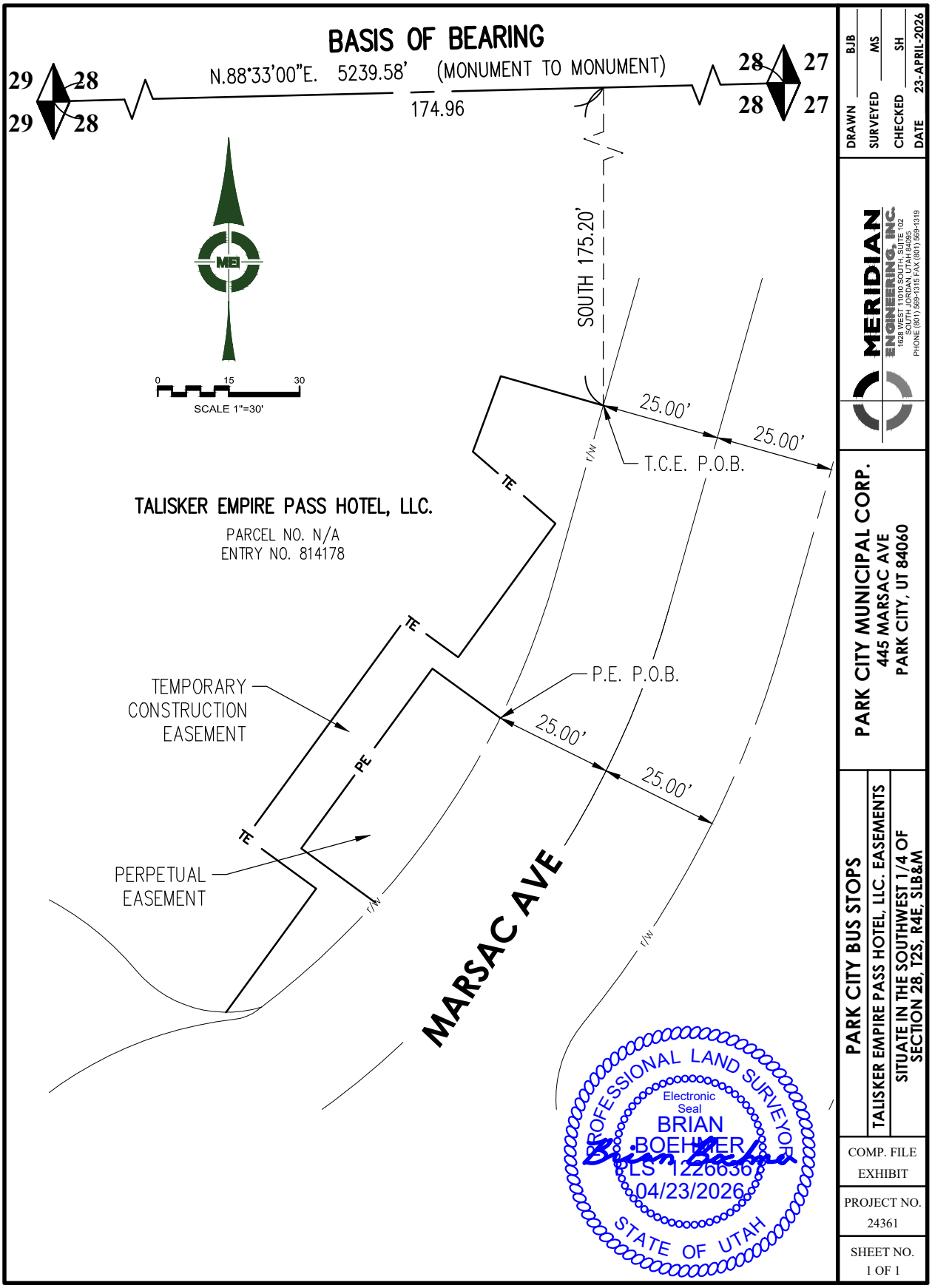
PROJECT NO.
24361

SHEET NO.
1 OF 1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MERIDIAN ENGINEERING, INC.
1628 WEST 1010 SOUTH, SUITE 102
SOUTH JORDAN, UTAH 84095
PHONE: (801) 569-1315 FAX (801) 569-1319
PARK CITY MUNICIPAL CORP.
445 MARSAC AVE
PARK CITY, UT 84060
PARK CITY BUS STOPS
TALISKER EMPIRE PASS HOTEL, LLC. EASEMENTS
SITUATE IN THE SOUTHWEST 1/4 OF SECTION 28, T2S, R4E, SLB&M
COMP. FILE EXHIBIT
PROJECT NO. 24361
SHEET NO. 1 OF 1

City Council Staff Report

Subject: Procurement Rules Revision
Author: Grant Herdrich, Procurement Manager
Department: Budget
Date: August 13, 2026

Executive Summary
Consider approval of a Resolution adopting revised Procurement Rules for the following:

- adjust the Small Purchase Threshold;
- adopt an Approved Vendor List Threshold;
- adopt a Council approval threshold for task orders under on-call contracts;
- add general process rules for late submissions, debriefing and GRAMA; and
- add clarifying language.

Background
A Work Session was conducted with City Council on July 9, 2026 to discuss the proposed revisions to the Procurement Rules and present data regarding the number of contracts, average time from RFP to contract, and estimated average costs in staff time for RFPs. We also discussed the origin of the proposed revisions, gaps in the Rules not addressed by state code, the intent to align local practice with the state administrative rules where appropriate, and the goal to create clear expectations for vendors and staff while preserving Council oversight.

Analysis
Utah Code § 63G-6a-506 grants the City (through its rulemaking body, the City Council) the authority to make rules governing small purchases of any Procurement Item (defined as an item of personal property, a technology, an Information Technology, a service or a construction project). Staff proposed the revisions which were discussed in a council work session on July 9, 2026. A redline of the proposed changes is attached as Exhibit A:

Small Purchase Threshold (Rule 2-3)

Park City Procurement Rules define the Small Purchase Process as obtaining a minimum of three quotes that meet minimum specifications or a review of qualifications of three or more design professionals before selecting a vendor. We recommend adjusting the Small Purchase Threshold from **$50,000 to $100,000** which achieves the following goals:

Aligning with State Thresholds and Thresholds of similarly situated water and transit districts: State thresholds are $50,000 for goods and $100,000 for professional services.

Similarly, the University of Utah has a single procurement threshold of $50,000 and professional/design professional services threshold of $100,000. Other Utah cities and similar regional mountain towns are in general alignment. *See* Exhibit B, Comparison of Small Purchase Thresholds Throughout Utah. Further, we reviewed some separate water districts and transit districts that have much higher thresholds. For example, Jordan Valley Water Conservancy District and High Valley Transit both have small purchase thresholds of $150,000.

Efficiency and Flexibility: Increasing spending limits for minimal procurement processes streamlines the procurement process for relatively low-cost items or routine design services. With higher limits, City departments can make routine purchases more efficiently and identify responsive vendors without getting bogged down in administrative procedures for expenditures in the department's approved budget. This translates to lower administrative costs while maximizing competition and value for the City.

Time Savings and Responsiveness: Adjusting these spending limits empowers departments to respond more quickly to operational needs. Instead of waiting for approval or 7-day posting periods on relatively low-cost items, especially design professional services, departments can promptly address urgent requirements. When we know we may be using a consultant for multiple projects, it may also cut down on contract timelines, thereby reducing administrative burden. Staff are also able to better manage resources effectively and timely choose the most qualified providers for relatively low-cost items and services.

Negotiation Power: With modestly higher spending thresholds for Small Purchases, the City may have better leverage when negotiating prices with vendors. Bulk purchasing or longer-term contracts may become more feasible, leading to potential cost savings in the long run.

Transparency/Contracts Process: The existing contract review and approval process is not changed. We will continue to publish the list of all contracts not reviewed and approved by the Council (generally, contracts under $100,000) for transparency.

Approved Vendor List Threshold (Rule 2-3)

Based on the increase to the Small Purchase Threshold, we recommend adopting a threshold for small purchases when using a vendor from an Approved Vendor List of twice the Small Purchase Threshold amount, or an aggregate cost of up to $200,000 over the term of the contract. An increase to the threshold with pre-approved and selected vendors allows the City to bypass formal, time-consuming RFP and selection processes and directly award contracts to pre-approved vendors for more efficient procurements. This change in procurement process will not impact the Council approval threshold, and any contract obtained using this new threshold that exceeds an aggregate cost in excess of $100,000 will require Council approval.

Task Orders - Council approval (Rule 2-2)

A task order is a specific request for work or services placed pursuant to a pre-existing master agreement or "on-call" contract. Instead of negotiating a new contract every time a project arises, we establish a long-term master agreement following an RFP/RSOQ process for a defined scope of expertise and term. When a specific need arises, then the task order is prepared with the scope of work, costs, timeline and deliverables. Using this process, multiple departments may issue task orders quickly and efficiently. Some examples of current on-call contracts include: financial consulting, concrete work, engineering design, landscape and planning, architectural services, real estate development services.

Because the current Rules do not specifically address when an individual task order requires Council approval, we recommend adding clarifying language such that any individual task order with a cost exceeding $100,000 requires Council approval. The proposed language directs that task orders must not be artificially divided into multiple smaller purchases or by dividing the work for a single project into multiple task orders.

General Process Rules (Rule 1.4)

We recommend adding some general process rules for administration of solicitations based on issues that have arisen over time that are not specifically addressed in our Rules or state code. Proposed Rule 1-4 adds specific direction for determination of whether a submission is late, addresses debriefing requests and makes determinations regarding release of procurement proceedings for purposes of GRAMA requests. The language for these Rules was adapted from the State administrative rules, which are advisory only for local government entities.

Miscellaneous Clarifications

We recommend adding clarifying language for existing rules modifying the definition of "Bid Limit" to refer to state code (1-3), clarifying conditions for use of UDOT pre-qualified pools (4-2A(2)), and minor language adjustments. (2-5, 4-1A, 5-1J).

A draft Resolution is attached as Exhibit C.

Exhibits

Exhibit A: Proposed revisions to the PCMC Procurement Rules (redline)
Exhibit B: Comparison of Small Purchase Thresholds Throughout Utah
Exhibit C: Draft Resolution

Park City Municipal Corporation (PCMC) Procurement Rules

Article I – General Provisions
Article II – Authority
Article III – Standard Procurement Processes
Article IV – Supplementary Procurement Processes
Article V – Exemptions, Exceptions and Waivers
Article VI – Protests and Appeals

Article I – General Provisions

The Park City Council has adopted the following Procurement Rules (Rules):

1-1. Purpose.

The purpose of these Rules is to provide processes for Procurement that are transparent, fair, and equitable to PCMC and other persons, that allow PCMC to meet Procurement needs in a flexible, cost-effective and efficient manner, and that foster effective broad-based competition. These Rules are intended to be consistent with PCMC's rulemaking authority[1] as a local government Procurement unit as set forth in the Utah Procurement Code.[2]

1-2. Application and Scope.

These Rules apply to all expenditures of public funds used to acquire all Procurement Items, including equipment, supplies, personal property, technology, services, and construction projects initiated after **April 1, 2023.** These Rules do not apply to the acquisition of real property or an interest in real property, or to the acquisition of items from other public entities.

1-3. Definitions.

The following definitions apply to these Rules:

"Approved Vendor List" means Vendors approved by PCMC for inclusion on a published list through the RSOQ Process. Any Standard Procurement Process, including Small Purchase, Invitation for Bids, RFP, or Design Professional Services Process, may be limited to the pre-qualified Vendors on an Approved Vendor List.[3]

"Bid" means an offer to perform submitted in response to an Invitation for Bids. A Bid should include a price quote and be responsive to the evaluation criteria described in the Invitation for Bids.

[1] PCMC's rulemaking authority is the City Council. Utah Code § 63G-6a-103(77)(d). All references to the Utah Code and Utah Administrative Rules mean the provision referenced or any successor provision.
[2] The Utah Procurement Code is set forth at Utah Code § 63G-6a-101, et seq.
[3] Utah Code § 63G-6a-507.

"Bid Limit" means the estimated dollar cost of a Building Improvement, Public Works Project, or a Class C Road Construction/Maintenance Project, which, if exceeded, require an Invitation for Bids Process to be used for the project. The ~~2023~~ annual Bid Limits are set by ~~(applicable through 2023) set by~~ state law and increase each year according to the statutory requirements. ~~are:~~

~~Building Improvement: $58,736~~
~~Public Works Projects: $185,550~~
~~Class C Roads Construction/Maintenance Project: $185,550~~

~~Each Bid Limit will increase yearly by the lesser of 3% or the actual percent change in the CPI during the previous year.~~[4]

"Bid Security" means the deposit of cash, certified check, money order or a bid bond provided by a surety company authorized to do business in Utah or any other form satisfactory to the Procurement Official, in an amount equal to at least 5% of the amount of the bid, or other amount as determined by the Procurement Official.[5]

"Building Improvement" means the construction or repair of a public building or structure.[6]

"Change Order" means a written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of a contract, upon mutual agreement of the parties to the contract.[7]

"City Manager" means the City Manager of Park City Municipal Corporation.

"Class C Road Construction/Maintenance Project" means an improvement project on a PCMC road involving construction or maintenance as defined in the Transportation Code.[8]

"Construction Manager/General Contractor (CM/GC)" means a contractor who enters into a contract: (a) for the management of a construction project; and (b) that allows the contractor to subcontract for additional labor and materials that are not included in the contractor's cost proposal submitted at the time of the Procurement of the contractor's services. It does not include a contractor whose only subcontract work not included in the contractor's cost proposal submitted as part of the Procurement of the contractor's services is to meet subcontracted portions of Change Orders approved within the scope of the project.[9]

"Contract Amendment" means a written addition, change, correction, clarification or deletion to language in an existing contract.

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[4] Utah Code §§ 11-39-101(1), 103; 72-6-108(2), 109(1)(a).
[5] Utah Code § 63G-6a-1102.
[6] Utah Code § 11-39-101(2).
[7] Utah Code § 63G-6a-103(8).
[8] Utah Code § 72-6-109 (excluding road maintenance, emergency repairs, repair of less than the entire road surface (i.e., crack sealing or patching), and road repairs incidental to the installation, replacement or repair of water mains, sewers, drainage pipes, culverts, or curbs and gutters).
[9] Utah Code § 63G-6a-103(13).

"Contract Extension" means a written Contract Amendment modifying the term of an existing contract.

"CPI" means the Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor.[10]

"Design-Build Contract" means the Procurement of design professional services and construction by the use of a single contract with a contractor capable of providing both design professional services and construction.[11]

"Design-Build Project" means a construction project procured by use of a Design-Build Contract. [12]

"Design Professional Services" means professional services within the scope of the practice of architecture, professional engineering, master planning and programming, or services within the scope of the practice of interior design.[13]

(a) The "practice of architecture" means rendering or offering to render the following services in connection with the design, construction, enlargement, or alteration of a building or group of buildings, and the space within and surrounding such buildings: planning; facility programming; preliminary studies; preparation of designs, drawings, and specifications; preparation of technical submissions and coordination of any element of technical submissions prepared by others including, as appropriate and without limitation, professional engineers, and landscape architects; and administration of construction contracts.[14]

(b) "Professional engineering" means a service or creative work, the adequate performance of which requires engineering education, training, and experience in the application of special knowledge of the mathematical, physical, and engineering sciences to the service or creative work as consultation, investigation, evaluation, planning, design, and design coordination of engineering works and systems, planning the use of land and water, facility programming, performing engineering surveys and studies, and the review of construction for the purpose of monitoring compliance with drawings and specifications; any of which embraces these services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects, and industrial or consumer products or equipment of a mechanical, electrical, hydraulic, pneumatic, or thermal nature, and including other professional services as may be necessary to the planning, progress, and completion of any engineering services.[15]

[10] Utah Code § 11-39-101(3).
[11] Utah Code § 11-39-101(4)(a).
[12] Utah Code § 11-39-101(4)(a).
[13] Utah Code § 63G-6a-103(26).
[14] Utah Code § 58-3a-102(6)(a).
[15] Utah Code § 58-22-102(9)(a).

(c) The "practice of commercial interior design" means, in relation to obtaining a building permit independent of a licensed architect, the preparation of a plan or specification for, or the supervision of new construction, alteration, or repair of, an interior space within a newly constructed or existing building when the core and shell structural elements are not going to be changed, solely for the following occupancy groups as described in the International Building Code: B and M.[16]

"GRAMA" means the Utah Government Records Access and Management Act, codified at Utah Code Title 63G Chapter 2, which is Utah's open records law.

"Information Technology" means all computerized and auxiliary automated information handling, including systems design and analysis; acquisition, storage, and conversion of data; computer programming; software; information storage and retrieval; voice, video, and data communications; requisite systems controls; simulation; and all related interactions between people and machines. It does not include Professional Services.[17]

"Invitation for Bids" means a document used to solicit bids to provide a Procurement Item or price quotes for a Procurement Item.[18]

"Local Business" means a business having: (a) a commercial office, store, distribution center, or other place of business located within the boundaries of Summit County, with an intent to remain therein on a permanent basis; (b) a current business license issued by either Summit County or PCMC; and (c) at least one employee physically present at the local place of business.

"PCMC" means Park City Municipal Corporation, including its agents, employees, and designees. For the purposes of these Rules, PCMC includes all Park City Municipal Corporation affiliated entities, including the Park City Municipal Building Authority, Park City Water Service District, Park City Housing Authority, and the Redevelopment Agency of Park City.

"Person" means an individual, group of individuals, business organization, agency, club, committee, union, or other organization or legal entity.

"Procurement" means the acquisition of a Procurement Item through an expenditure of public funds, or an agreement to expend public funds, including an acquisition through a public-private partnership.[19]

"Procurement Item" means an item of personal property, a technology, an Information Technology, a service, or a construction project.[20]

[16] Utah Code § 58-86-102(3).
[17] Utah Code § 63A-16-102(8).
[18] Utah Code § 63G-6a-103(39).
[19] Utah Code § 63G-6a-103(54).
[20] Utah Code § 63G-6a-103(55).

"Procurement Official" means the individual authorized to undertake the duties and responsibilities of PCMC's officer for all Procurement as set forth in these Rules.

"Professional Services" means labor, effort, or work that requires specialized knowledge, expertise, and discretion in any of the following fields: accounting; administrative law judge service; architecture; construction management; engineering studies, oversight or reviews which do not produce design deliverables; financial services; Information Technology; the law; medicine; psychiatry; or underwriting.[21] It does not mean Design Professional Services.

"Proposal" means a set of documents submitted by a Person in response to a Request for Proposals. The Proposal may include a price quote, statement of qualifications, and scope of work offered.

"Public-private partnership" means an arrangement or agreement between PCMC and one or more contractors to provide for a public need through the development or operation of a project in which the contractor or contractors share the responsibility or risk of developing, owning, maintaining, financing, or operating the project.[22]

"Public Works Project" means the construction of a park, recreational facility, pipeline, culvert, dam, canal, or other system for water, sewage, storm water, or flood control. It does not include the replacement or repair of existing public infrastructure on private property not within a public easement.[23]

"Qualified Committee Member" means an evaluation committee member having at least a general familiarity with or basic understanding of the technical requirements relating to the type of Procurement Item that is the subject of the Procurement, or the need that the Procurement Item is intended to address. In addition, the evaluation committee member: (a) does not have a conflict of interest with any of the proposers; (b) can fairly evaluate each Proposal or SOQ; (c) does not contact or communicate with a proposer concerning the Procurement outside the official evaluation committee process; and (d) conducts or participates in the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.[24]

"Request for Proposals (RFP)" means a document used to solicit proposals to provide a Procurement Item.[25]

"Request for Statement of Qualifications (RSOQ)" means soliciting to receive statements describing the qualifications of bidders or proposers with respect to specified criteria or performance measures for a Procurement Item.[26]

[21] Utah Code § 63G-6a-103(58).
[22] Utah Code § 63G-6a-103(66).
[23] Utah Code § 11-39-101(12).
[24] Utah Code §§ 63G-6a-410(9), 707(5).
[25] Utah Code § 63G-6a-103(70).
[26] Utah Code § 63G-6a-103(72).

"Responsible" means capable, in all respects, of: (a) meeting all the requirements of a solicitation; and (b) fully performing all the requirements of the contract resulting from the solicitation, including demonstrated financial ability to perform the contract; and (c) has the integrity, capacity and reliability which will assure good faith performance.[27]

"Responsive" means a Solicitation Response that conforms in all material respects to the requirements of the Solicitation and all applicable specifications and Vendor meets the technical requirements to provide the Procurement Item.[28]

"Small Purchase Process" means the process that may be used to acquire Procurement Items with an aggregate cost limit that does not exceed the Small Purchase Threshold.

"Small Purchase Threshold" means the aggregate cost limit for use of the Small Purchase Process for Procurement.

"Solicitation" means an Invitation for Bids, Request for Proposals, or Request for Statement of Qualifications.[29]

"Solicitation Response" means a Statement of Qualifications, Proposal, or Bid submitted in response to a Solicitation.[30]

"Standard Procurement Process" means the Small Purchase Process, the Invitation for Bids Process, the RFP Process, the Approved Vendor List Process, or the Design Professional Services Process.[31]

"State Cooperative Contract" means a contract awarded by the Utah Division of Purchasing and General Services for and on behalf of all public entities in Utah.[32]

"Statement of Qualifications (SOQ)" means a document submitted to PCMC in response to a RSOQ.[33]

"Unsolicited Proposal" means a written Proposal for a public-private partnership for: (a) an infrastructure project; or (b) a project to collect, analyze, and distribute health data to improve health and health care and to facilitate interaction regarding health and health care issues, that is not submitted in response to a Solicitation.[34]

[27] Utah Code § 63G-6a-103(74).
[28] Utah Code § 63G-6a-103(75).
[29] Utah Code § 63G-6a-103(82).
[30] Utah Code § 63G-6a-103(83).
[31] Utah Code § 63G-6a-103(86).
[32] Utah Code § 63G-6a-103(87).
[33] Utah Code § 63G-6a-103(88).
[34] Utah Code § 63G-6a-712(1).

"Vendor" means a Person seeking to enter into a contract to provide a Procurement Item, and includes: a bidder, an offeror, a proposer, a design professional, and a Person who submits an "Unsolicited Proposal."[35]

1-4. General Process.

A. Late Submissions. – PCMC shall not accept a response after the deadline for receipt of solicitation responses. When submitting a response electronically, Vendors must allow sufficient time to complete the online forms and finish uploading all documents before the closing time posted in the electronic system. Solicitation responses still in the process of being uploaded at the posted closing time will not be accepted. When submitting a solicitation response by physical delivery, the Vendor is solely responsible for meeting the deadline. Any delay will not be considered an acceptable reason for a response being late. Responses received by physical delivery will be date and time stamped by the City Recorder. If an error by PCMC or its employees results in a response not being received by the established due date and time, the response shall be accepted as being on time.

B. Debriefing. PCMC does not conduct debriefings with Vendors, respondents, bidders or proposers engaged in any solicitation process.

C. GRAMA. Release of the following information has been determined to impair governmental procurement proceedings or give an unfair advantage to persons proposing to enter into a contract or agreement with PCMC, and will not be disclosed by PCMC pursuant to a GRAMA request:

a. the names of individual scorers or evaluators in relation to their individual scores or rankings;

b. any individual scorer's or evaluator's notes, drafts, and working documents;

c. non-public financial statements; and

d. past performance and reference information, which is not provided by the respondent, and which is obtained as a result of the efforts of PCMC. Notwithstanding the above, to the extent such past performance or reference information is included in the written justification statement; it is subject to public disclosure.

[35] Utah Code § 63G-6a-103(94).

Article II – Authority

2-1. Procurement Official.

The City Manager is designated as the Procurement Official to serve as PCMC's officer for all Procurement conducted under these Rules. The Procurement Official selects the manner of procuring supplies and services and may choose the appropriate method for a particular Procurement, consistent with these Rules, to serve the best interests of PCMC. The Procurement Official also has authority to settle and resolve controversies related to Procurement processes and contracts. The Procurement Official has the authority and duties described in these Rules and in the Utah Procurement Code,[36] any of which may be delegated in writing to a PCMC employee, as appropriate. Such delegation will remain in effect until modified or revoked in writing.

2-2. Contract Authority Threshold.

The Procurement Official may approve all purchases, ~~and enter into~~ contracts and individual task orders up to and including an aggregate cost over the term of the contract or individual task order of $100,000 ("Contract Authority Threshold").

All purchases, ~~and~~ contracts and any individual task order executed pursuant to an on-call agreement with an aggregate cost over the term of the contract that exceeds $100,000 require approval of the Park City Council. A separate approval of an on-call agreement is not required.

Accumulated Change Orders or Contract Amendments to an existing contract require approval of the Park City Council if the cost increase is:

(1) more than $100,000 for contracts of $1,000,000 or less, or
(2) more than 10% of the contract amount for contracts over $1,000,000.

Contracts and task orders must not be artificially divided to fall below the Contract Authority Threshold, such as by separating into multiple smaller purchases or by dividing the work required for a single project into multiple contracts.

2-3. Small Purchase Threshold.

The Small Purchase Threshold for use of the Small Purchase Process is set at the~~an~~ aggregate cost up to~~of~~ the current Bid Limit if applicable, ~~$50,000~~$100,000 for Professional Services, Design Professional Services, and Informational Technology and ~~$50,000~~$100,000 for all other Procurement Items.[37] The Approved Vendor List Small Purchase Threshold for use of the Small Purchase Process with an Approved Vendor List is set at the aggregate cost of up to $200,000.

[36] Utah Code § 63G-6a-106(3).
[37] Utah Code § 63G-6a-506(2); R33-5-106.5.

2-4. Incidental Items Maximum.

The purchase of incidental items under an exemption from these rules under Article 5-1K is capped at a maximum expenditure per individual Procurement Item of $10,000.

2-5. Purchase Order Approval.

All purchase orders must be approved as follows: a supervisor or manager is responsible for the first level of approval, the Finance Manager must approves all purchases over $5,000, and the City Manager must approves all purchases over $100,000. No purchase shall be contracted for, or made, unless sufficient funds have been budgeted in the year in which funds have been appropriated.

Article III – Standard Procurement Processes

3-1. Small Purchase Process.

A. When to Use. Small purchases of supplies and services are most effectively made using minimal procurement processes. With approval of the Procurement Official, all Procurement Items (including supplies, equipment, general services, general construction, technology, Information Technology, Professional Services, Design Professional Services, and Building Improvements, Public Works Projects, or Class C Construction/Maintenance Projects) having an aggregate cost that does not exceed the Small Purchase Threshold may be procured by the Small Purchase Process.[38]

B. Method. With the exception of Professional Services and Design Professional Services, a Person with authority to acquire a Procurement Item must make reasonable efforts to obtain at least three written quotations that meet minimum specifications. Professional Services and Design Professional Services may be procured by direct negotiation after reviewing the qualifications of three or more Vendors. Small purchases may also be made using a Vendor on an Approved Vendor List for the Procurement Item. Small Purchases shall be made based on the best interest of PCMC in light of needs, cost, and availability.[39]

C. Record of Quotations. A record of written or electronic quotations must be maintained for at least 12 months and may be used to facilitate future purchases.

D. Manipulation Prohibited. Purchases must not be manipulated to fall within the Small Purchase Threshold. Contracts must not be artificially divided, such as by dividing a single Procurement into multiple, smaller Procurements, or by dividing the work required for a single project solely to make use of this section. Violations of this

[38] Utah Code § 63G-6a-506(2).
[39] Utah Code § 63G-6a-506(2).

prohibition may result in criminal penalties.[40]

E. Single Quote. If only a single quote can be obtained, the Procurement Official may accept the quote after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[41]

F. Use with Approved Vendor List – Rotation of Vendors. Small Purchases may be made from a Vendor on an Approved Vendor List up to the Approved Vendor List Threshold without any additional competitive-pricing process, provided that reasonable efforts are made to rotate between Vendors to ensure the fair and equitable treatment of all listed Vendors and promote competition. Such efforts may include a rotation system or assignment based on designated expertise. When practicable, quotes or bids may be obtained from all listed Vendors.[42]

3-2. Invitation for Bids Process.

A. When to Use. An Invitation for Bids is typically used to acquire Procurement Items with easily definable characteristics where price is the determinative element. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure supplies, equipment, general services, general construction, technology or Information Technology having an aggregate cost that exceeds the Small Purchase Threshold.[43] An Invitation for Bids Process in compliance with Section 3-7 must be used for Building Improvements, Public Works Projects, or Class C Road Construction/Maintenance Projects that exceed their respective Bid Limits.

B. Content. An Invitation for Bids must include the following: (1) a description or specification of the Procurement Item; (2) deadline and instructions for submission; (3) objective evaluation criteria; (4) the time and place of any bid opening; (5) intended contract terms and conditions; and (6) any other information relevant to the Procurement.[44]

C. Notice. An Invitation for Bids must be published either on PCMC's website or the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official.[45]

[40] Utah Code §§ 63G-6a-506(8), 2404.3
[41] Adapted from Utah Admin Code R33-4-109.
[42] Utah Code § 63G -6a-507.
[43] Utah Code § 63G-6a-602.
[44] Utah Code § 63G-6a-603(2).
[45] Utah Code §§ 63G-6a-603(3), 112.

D. Opening. Bids must be opened consistent with the time and manner set forth in the Invitation for Bids. Bids may not be opened until after the submission deadline. A Bid may not be changed after the deadline if the change is prejudicial to the interest of PCMC or fair competition.[46]

E. Rejection of Bids. The Procurement Official must reject a Bid that is not Responsive or the bidder is determined to be not Responsible. A Bid may be rejected in whole or in part when it is determined by the Procurement Official to be in the best interest of PCMC.[47]

F. Evaluation. Bids must be evaluated using the specified objective criteria and to achieve the greatest long-term value to PCMC. Criteria not described in the Invitation for Bids may not be used to evaluate a Bid.[48]

G. Award of Contract. After evaluating the Bids, PCMC must: (1) award a contract to a Responsible bidder who submits the lowest Responsive Bid and publish on PCMC's website the name and bid amount of the bidder to whom the contract is awarded; or (2) cancel the Invitation for Bids and publish on PCMC's website notice of the cancellation that includes an explanation of the reasons for cancellation.[49]

H. Local Business Match. If the Responsible bidder who submits the lowest Responsive Bid is not a Local Business, and a Responsible Local Business submits a Responsive Bid that is within 5% of such lowest bid, PCMC may offer such Local Business an opportunity to match the lowest bid. If the Local Business agrees to match the lowest bid, PCMC must award the contract to the Local Business at that price. If more than one Responsible Local Business submits a Responsive Bid within 5% of the lowest Bid under this paragraph, the opportunity to match the lowest bid must first be given to the Local Business with the lowest Bid, and next to the Local Business with the second-lowest Bid, and so forth.

I. Single Bid. If only a single Bid is received, the Procurement Official may accept the Bid after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement, and (3) a Bid Security requirement.[50]

J. Tie Bids. In the event of tie Bids, the Procurement Official may award the contract in accordance with the methods provided in Utah Administrative Code R33-6-111, or successor provision.[51]

[46] Utah Code § 63G-6a-604(1).
[47] Utah Code § 63G-6a-902.
[48] Utah Code § 63G-6a-606.
[49] Utah Code § 63G-6a-606(3).
[50] Adapted from Utah Admin Code R33-4-109.
[51] Utah Code § 63G-6a-608.

3-3. Request for Proposals (RFP) Process.

A. When to Use. An RFP is typically used to acquire Procurement Items (except for Design Professional Services which must use the RSOQ-Negotiation Process in Section 3-6) when needs are difficult to specify and where price is not the determinative element, or where qualifications will be an important element of the performance, such as with Professional Services. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure supplies, equipment, general services or Information Technology having an aggregate cost in excess of the Small Purchase Threshold or to procure Building Improvements and Public Works Projects that do not exceed the statutory Bid Limits. Professional Services having an aggregate cost in excess of the Small Purchase Threshold must be procured by an RFP Process where PCMC must make reasonable efforts to deliver the RFP to at least three Responsible parties.[52]

B. Content. An RFP must include the following: (1) a description or specification of the Procurement Item; (2) deadline and instructions for submission; (3) objective evaluation criteria, and if applicable, cost, and subjective evaluation criteria; (4) the time and manner for opening proposals; (5) intended contract terms and conditions; and (6) any other information relevant to the Procurement.[53]

C. Notice. An RFP must be published either on PCMC's website or the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official. In addition to these notice requirements, PCMC must make reasonable efforts to deliver an RFP for Professional Services to at least three Responsible parties.[54]

D. Addendum. An RFP addendum that only applies to offerors that have timely submitted proposals may be issued after the submission deadline if, in the opinion of the Procurement Official, the addendum does not change the RFP in a way that would likely have affected the number of Proposals submitted had the addendum been included in the original RFP.[55]

E. Opening. Proposals may not be opened or reviewed until after the submission deadline. Contents of a Proposal may not be disclosed to the public or to other proposers, except as provided by law.[56]

F. Changes Prohibited. A proposer may not, after the deadline, make a change to a Proposal if the Procurement Official determines that such a change would be prejudicial to PCMC's interests or fair competition.[57]

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[52] Utah Code § 63G-6a-702(1).
[53] Utah Code § 63G-6a-703(2).
[54] Utah Code §§ 63G-6a-703(3), 112.
[55] Utah Code § 63G-6a-704.4
[56] Utah Code § 63G-6a-704(1).
[57] Utah Code § 63G-6a-704(2).

G. Discussions with Proposer. PCMC may have limited discussions with a proposer to obtain a more complete understanding of whether the proposer is Responsible, or the proposer's Proposal is Responsive. A Proposal may be rejected following such discussions if the proposer is determined to be not Responsible or the Proposal is not Responsive.[58]

H. Rejection of Proposals. The Procurement Official must reject a Proposal that is not Responsive or where the proposer is not Responsible. A Proposal may be rejected in whole or in part when it is determined to be in the best interest of PCMC.[59]

I. Evaluation. Proposals must be evaluated as follows:[60]

a. An evaluation committee of at least three Qualified Committee Members must be appointed to evaluate Proposals in accordance with the criteria described in the RFP. Criteria not described in the RFP may not be used.

b. The Procurement Official may authorize an evaluation committee to receive assistance from an expert or consultant to better understand a technical issue involved in the Procurement.

c. Unless waived by the Procurement Official in the best interests of PCMC, the evaluation committee is prohibited from knowing or having access to the cost of a Proposal until after the committee submits its recommendation based on scores of all criteria other than cost.

d. The evaluation committee may not change its final recommended scores once they are submitted to PCMC.

e. The evaluation committee may deliberate in private.

f. At the conclusion of the evaluation process, the evaluation committee shall prepare and submit to the Procurement Official a written statement that: recommends a Proposal for an award of a contract, if the evaluation committee decides to recommend a Proposal; and contains the score awarded to the recommended Proposal based on the criteria stated in the RFP; and explains how the recommended Proposal provides the best value to PCMC. This step is **not required** for a contract with a Construction Manager/General Contractor if the contract is awarded based solely on the Vendor's qualifications and the management fee to be paid.

J. Best and Final Offers. If an RFP Process does not result in a clear recommendation, PCMC may, with the approval of the Procurement Official, request best and final offers from Responsible proposers in accordance with the provisions of Utah Code section 63G-6a-707.5 or successor provision. The best-and-final-offer process may only be used when: (1) no

[58] Utah Code § 63G-6a-704.6(1)
[59] Utah Code §§ 63G-6a-704.6(2), 902.
[60] Utah Code § 63G-6a-707.

single Proposal adequately addresses all the specifications stated in the RFP; (2) all Proposals are unclear or deficient in one or more respects; (3) all cost proposals exceed the identified budget or PCMC's available funding; or (4) two or more Proposals receive an identical evaluation score that is the highest score.[61]

K. Award of Contract. Upon receiving a recommendation from the evaluation committee, PCMC may award a contract to the recommended proposer based on the Proposal, and in appropriate circumstances, after negotiation of further details.

L. Single Proposal. If only a single Proposal is received, the Procurement Official may accept the Proposal after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[62]

M. Negotiation. In appropriate circumstances, PCMC may negotiate the details of the Procurement with a potential Vendor before a contract is awarded in order to obtain an offer that is most advantageous to PCMC in light of price and the evaluation criteria set forth in the Solicitation materials. PCMC may enter negotiations with the top-ranked proposer to obtain a favorable price or other terms, and may reject that offer if not satisfactory. If PCMC rejects an offer, it may proceed with negotiations with the next subsequently-ranked proposer in a similar manner to obtain an acceptable offer, or may reject all offers.[63]

3-4. Request for Statement of Qualifications (RSOQ) Process.

A. When to Use. The Procurement Official may direct use of an RSOQ Process to identify qualified Vendors to participate in a subsequent Standard Procurement Process (Invitation for Bids Process or RFP Process). The RSOQ Process must be used to create an Approved Vendor List. No contract may be awarded based solely on the RSOQ Process.[64]

B. Content -Invitation for Bids or RFP. An RSOQ issued in advance of an Invitation for Bids or RFP must include: (1) a statement that participation in the Invitation for Bids Process or RFP Process is limited to qualified Vendors; and (2) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that will be used to identify qualified Vendors. Examples of selection criteria include experience and work history; management and staff requirements or standards; licenses; certifications and other qualifications; performance ratings or references; financial stability; and other information pertaining to Vendor qualifications that are considered relevant. [65]

C. Content – Approved Vendor List. An RSOQ issued for the purpose of creating an Approved Vendor List must include: (1) a general description of the Procurement

[61] Utah Code § 63G-6a-707.5.
[62] Adapted from Utah Admin Code R33-4-109.
[63] Adapted from Utah Admin Code R33-7-104.
[64] Utah Code §§ 63G-6a-410(1), 410(2), 410(3).
[65] Utah Code § 63G-6a-410(4).

Item, type of project or service, acquisition process, and desired type of Vendor; (2) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that Vendors are required to meet; (3) a statement that only Responsive, Responsible Vendors which meet the stated score thresholds will be included on the Approved Vendor List; (4) a statement that only approved Vendors will be able to participate in the Procurements described in the RSOQ; (5) a statement indicating whether PCMC will use a performance rating system for evaluating Vendors on the Approved Vendor List; (6) a deadline for submission of a Statement of Qualifications; and (7) a requirement that Vendors must submit updated qualifications at least every 18 months from publication of the Approved Vendor List to be retained on the list.[66]

D. Notice. An RSOQ must be published either on PCMC's website or on the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official.[67]

E. Rejection of SOQ. The Procurement Official may reject a SOQ that is not Responsive or where the proposer is determined to be not Responsible. A Proposal may be rejected in whole or in part when it is determined by the Procurement Official to be in the best interest of PCMC.[68]

F. Evaluation Process. An evaluation committee consisting of at least three Qualified Committee Members must be appointed to score each SOQ that meets the minimum mandatory requirements using evaluation criteria and applicable score thresholds published in the RSOQ. Criteria not included in the RSOQ may not be used. The evaluation committee may, with approval of the Procurement Official, enter into discussions or conduct interviews with or attend presentations by Vendors, for the purpose of clarifying information in the SOQ. The committee's deliberations may be conducted in private. The Procurement Official may appoint fewer than three Qualified Committee Members if the evaluation criteria are objective, and do not include any criteria that require analysis, assessment, or deliberation. Based on the scores determined by the evaluation committee, the Procurement Official must make a final determination of the Vendors to include in a subsequent Invitation for Bids Process or RFP Process, or Vendors to be included on an Approved Vendor List.[69]

G. Single SOQ. If only a single SOQ is received that meets the minimum qualifications, evaluation criteria and applicable score thresholds set forth in the RSOQ, the Procurement Official may cancel the RSOQ or establish an Approved Vendor List that includes the one Vendor if PCMC either: (1) continues to try to identify

[66] Utah Code § 63G-6a-410(5).
[67] Utah Code §§ 63G-6a-112, 410(6).
[68] Utah Code §§ 63G-6a-410(8a), 902.
[69] Utah Code § 63G-6a-410(9).

more Vendors to be included; or (2) immediately reissues the RSOQ and repeats the process.[70]

3-5. Use of Approved Vendor Lists.[71]

A. When to Use. Approved Vendor Lists may be created and maintained for specific Procurement Items or for a future Procurement Item if the RSOQ includes a general description and the type of Vendor sought to provide the Procurement Item.

1. Any Standard Procurement Process, including Small Purchase, Invitation for Bids, RFP, or Design Professional Services, may be limited to the pre-qualified Vendors on an Approved Vendor List.

2. Procurement Items may also be acquired directly from a listed Vendor at a pre-established price based on a price list, rate schedule, or price catalog submitted by a Vendor and accepted by PCMC.

3. Small Purchases may be made from a Vendor on an Approved Vendor List up to the Approved Vendor List Threshold without any additional competitive-pricing process, provided that reasonable efforts are made to rotate between Vendors to ensure the fair and equitable treatment of all listed Vendors and promote competition.[72] Such efforts may include a rotation system or assignment based on designated expertise.

B. RSOQ Process – Selection. Vendors must be selected for an Approved Vendor List using the RSOQ Process set forth in section 3-4.

C. Adding Vendors - Maintenance. Approved vendors may be included on a closed-ended Approved Vendor List or an open-ended Approved Vendor List.

1. A closed-ended Approved Vendor List is subject to a short period of time during which Vendors may be added to the list and must expire no later than 18 months after its creation.

2. An open-ended Approved Vendor List allows Vendors to be added throughout the term of the list. No less frequently than every 18 months, PCMC must verify that each Vendor continues to meet the minimum mandatory requirements stated in the RSOQ.[73]

D. Publication. After its creation, an Approved Vendor List must be made available to the public.[74]

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[70] Utah Code § 63G-6a-410(12).
[71] Utah Code § 63G-6a-507.
[72] Utah Code § 63G-6a-507.
[73] Utah Code § 63G-6a-507.
[74] Utah Code § 63G-6a-507(7)(b).

3-6. Design Professional Services / Design-Build Project – RSOQ and Negotiation Process. [75]

A. When to Use. As required by Utah Procurement Code, Design Professional Services having an aggregate cost that exceeds the Small Purchase Threshold must be procured by the Design Professional Services RSOQ and Negotiation Process set forth herein.[76] Design Professional Services may also use an Approved Vendor List. The RSOQ-Negotiation Process may be used to procure other Professional Services or to procure a Design-Build Contract.

B. Content. The RSOQ must include criteria by which the qualifications of a design professional will be evaluated. Examples of such criteria include: (1) the design professional's work history and experience; (2) performance ratings earned by the design professional or references for similar work; (3) a quality assurance or quality control plan; (4) the quality of the design professional's past work product; (5) the time, manner of delivery, and schedule of delivery of the Design Professional Services; (6) the design professional's demonstrated financial ability; (7) a management plan, including key personnel and subconsultants for the project; and (8) other project specific criteria. A RSOQ issued for Design Professional Services may not require a price or cost component.[77]

C. Notice. Notice of an RSOQ for Design Professional Services must be published either on PCMC's website or on the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official. The Procurement Official must encourage licensed design professionals engaged in the lawful practice of their profession to submit an SOQ.[78]

D. Evaluation Committee. An evaluation committee of at least three Qualified Committee Members must be appointed to evaluate the SOQs received.[79]

E. Evaluation of SOQs. The evaluation committee must consider at least three SOQs, either received in response to the RSOQ or already on file as part of an Approved Vendor List. The committee must evaluate and score each Responsive SOQ based solely on the criteria published in the RSOQ. The committee may conduct discussions or interviews with, or attend presentations by, any design professional under consideration. The committee must then rank in order the top three highest scoring design professionals. The committee's deliberations may be held in private.[80]

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[75] PCMC must adopt rules relating to procurement of Design Professional Services. Utah Code § 63G-6a-118,
[76] Utah Code § 63G-6a-1502(1).
[77] Utah Code § 63G-6a-1502.5.
[78] Utah Code § 63G-6a-112, 1503(1).
[79] Utah Code § 63G-6a-1503(3).
[80] Utah Code § 63G-6a-1503(4).

F. Negotiation of Compensation. The Procurement Official must negotiate a contract with the highest ranked design professional, as determined by the evaluation committee, for the required services at compensation determined to be fair and reasonable. If no fair and reasonable compensation and satisfactory contract documents can be negotiated, the Procurement Official must formally terminate negotiations, and undertake negotiations with the next-highest scoring design professional, repeating this process as necessary until an agreement is reached.[81]

G. Receipt of Fewer Than Three SOQs. If fewer than three Responsible design professionals submit SOQs that are determined to be Responsive, the Procurement Official shall issue a written determination explaining why it is in the best interest of PCMC to continue the fee negotiation and the contracting process with less than three design professionals.[82]

3-7. Building Improvements, Public Works Projects, and Class C Road Construction/Maintenance Projects Process.

A. When to Use. Building Improvements, Public Works Projects, and Class C Road Construction/Maintenance Projects having an aggregate cost that exceeds the Bid Limit must be procured by the Building Improvements, Public Works, and Class C Construction/Maintenance Projects Process set forth in this section.[83]

B. Estimate Required. In coordination with the Procurement Official, any department intending to undertake a Building Improvement, Public Works Project or Class C Road Construction/Maintenance Project must prepare plans, specifications, and an estimate of the project cost.[84] The cost of the Building Improvement, Public Works Project or Class C Road Construction/Maintenance Project may not be divided to avoid Bid Limit or other thresholds.[85]

C. Procurement Process – Not Exceeding Bid Limits. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure Building Improvement, Public Works Projects or Class C Road Construction/ Maintenance Projects having an estimated cost that does not exceed the respective Bid Limit.[86]

D. Procurement Process – Exceeding Bid Limit. If the estimated cost of the Building Improvement, Public Works Projects or Class C Road Construction/Maintenance Project exceeds the respective Bid Limit, then the Invitation to Bid Process must be used consistent with the modifications in Sections E-J below.[87]

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[81] Utah Code § 63G-6a-1505.
[82] Utah Code § 63G-6a-1503.5(5)
[83] Utah Code § 11-39-103, 72-6-108.
[84] Utah Code § 11-39-102, 72-6-108(1).
[85] Utah Code § 11-39-103(2)(b), 72-6-108(2).
[86] Utah Code § 11-39-104(1)(b).
[87] Utah Code § 11-39-103(1)(b), 72-6-108(2).

E. Notice – Exceeding Bid Limit. An Invitation to Bid for Building Improvements or Public Works Projects exceeding the Bid Limit must be published on PCMC's website, the Utah Public Notice website (www.utah.gov/pmn) and on the Utah Division of Purchasing and General Services website (U3P), at least five days before opening of bids.[88] Notice must also be published in a public place reasonably likely to be seen by City residents at least five days before opening of bids.[89] An Invitation to Bid for a Class C Road Construction/Maintenance Project must be published for three weeks on PCMC's website, the Utah Public Notice website (www.utah.gov/pmn), and in a public place on or adjacent to the public street.[90]

F. Award of Contract. After evaluating the Bids, PCMC must either: (1) award a contract to the Responsible bidder who submits the lowest Responsive Bid; or (2) for a Design-Build Project, enter into a contract with a Responsible bidder that satisfies the criteria relating to financial strength, past performance, integrity, reliability, and other factors that the local entity uses to assess the ability of a bidder to perform fully and in good faith the contract requirements for a Design-Build Project.[91]

G. Local Business Match. If the Responsible bidder who submits the lowest Responsive Bid is not a Local Business, and a Responsible Local Business submits a Responsive Bid that is within 5% of such lowest bid, PCMC may offer such Local Business an opportunity to match the lowest bid. If the Local Business agrees to match the lowest bid, PCMC must award the contract to the Local Business at that price. If more than one Responsible Local Business submits a Responsive Bid within 5% of the lowest Bid under this paragraph, the opportunity to match the lowest bid must first be given to the Local Business with the lowest Bid, and next to the Local Business with the second-lowest Bid, and so forth.

H. Single Bid. If only a single Bid is received, the Procurement Official may accept the Bid after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[92]

I. Rejection of Bids. The Procurement Official may reject any or all Bids submitted and again request bids by the Invitation to Bid Process. [93]

J. Contracting Method. The Procurement Official may select the appropriate contracting method for construction contracts to serve the best interest of PCMC, including: (1) Construction Manager/General Contractor; (2) Design-Build Contract; or (3) any form of contract permitted under state law.[94]

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[88] Utah Code §§ 11-39-103(1)(a); 63G-30-102(1) – defining Class A Notice.
[89] Utah Code §§ 11-39-103(1)(a), 63G-30-102(1) – defining Class A Notice.
[90] Utah Code § 72-6-108(3), 63G-30-102(1) – defining Class A Notice.
[91] Utah Code § 11-39-103(1)(b), 72-6-108(2)(a).
[92] Adapted from Utah Admin Code R33-4-109.
[93] Utah Code § 11-39-103(3), 72-6-108(4).
[94] Utah Code § 63G-6a-1205, 72-6-108(5).

3-8. Public-Private Partnerships.

The Procurement Official may direct that a contract for a Public-Private Partnership having an aggregate cost to PCMC in excess of the Small Purchase Threshold be procured using the RFP process in Section 3-3.[95]

Article IV – Supplementary Procurement Processes

4-1. State Cooperative Contracts.

The Utah Division of Purchasing and General Services ("Division") has executed State Cooperative Contracts with certain Vendors of commonly used Procurement Items which can be found on the Division website. The Division maintains such contracts for and on behalf of all public entities within the state. By negotiating certain contracts at the state level, the Division seeks to leverage the potential buying power of all state entities and to streamline the Procurement process. PCMC may, but is not required to, use State Cooperative Contracts.

A. When to Use. When in the best interest of PCMC, Procurement Items may be directly acquired at a fixed cost under a State Cooperative Contract without conducting a Standard Procurement Process, consistent with the Contract Authority Threshold set forth in Section 2.2, after entering into a purchase order, an agreement or participating addendum describing the rights and duties of each party.[96]

B. Contract Review. Before acquiring a Procurement Item under a State Cooperative Contract, the Procurement Official must review the Division's contract with the Vendor to ensure that it: (1) satisfies statutory requirements of a State Cooperative Contract; and (2) extends to PCMC all necessary contractual protections, such as indemnification and insurance.

C. Competition. The Procurement Official may direct use of additional competitive pricing or Procurement procedures before utilizing a State Cooperative Contract.

D. Additional Quotations. In cases where a Procurement Item may be acquired under multiple State Cooperative Contracts with different Vendors, or where Vendors offer bulk discounts, the Procurement Official should obtain one (1) or more written quotes before acquiring a Procurement Item under a State Cooperative Contract.

4-2. Other Cooperative Purchasing.

A. **When to Use**. When in the best interest of PCMC, the Procurement Official may join with other units of Utah government or other state governments in cooperative purchasing for Procurement Items, consistent with the Contract Authority Threshold set forth in Section 2.2.

[95] Utah Administrative Code R33-7-900.
[96] Adapted from Utah Code § 63G-6a-2105(4)(c).

1. PCMC may contract to purchase Procurement Items under contract terms previously negotiated by another Utah governmental entity if the contract terms negotiated by the other governmental entity were entered into in compliance with the solicitation procedures of that governmental entity.

2. In lieu of a PCMC-sponsored RSOQ, PCMC may contract to purchase Procurement Items from one or more qualified vendors from an approved vendor list that was created and maintained by another Utah governmental entity in accordance with Utah Code §§ 63G-6a-410(5), -507 (e.g. UDOT Consultant Qualified Pools). PCMC will comply with UDOT selection methods and threshold limits when utilizing UDOT approved vendor lists.

3. PCMC may contract to purchase Procurement Items under contract terms previously negotiated by other state governments if the procurement was conducted as a cooperative procurement in compliance with the solicitation procedures of the state government, including applicable federal requirements. PCMC may execute a participating addendum or other similar agreement in order to facilitate the use of cooperative contracts under this section.

B. **Contract Review**. Before acquiring a Procurement Item under this section, the Procurement Official must ensure the contract terms extend to PCMC all necessary contractual protections, such as indemnification, liability, and insurance.

C. **Competition**. The Procurement Official may direct use of additional competitive pricing or Procurement procedures before purchasing Procurement Items under this section.

Article V – Exemptions, Exceptions and Waiver

5-1. Exemptions.[97]

The following Procurements are exempt from the requirements of these Rules:

A. Any matter that is exempt from Procurement requirements under state or federal law;

B. Acquisitions of a Procurement Item from another public entity;

C. Acquisition or disposal of real property or an interest in real property;

D. Grants;

E. Supplies purchased for resale to the public;

[97] Utah Code § 63G-6a-107.6 (A – F).

F. Hiring of a mediator, arbitrator, or arbitration panel member to participate in dispute resolution efforts;

G. Retaining outside counsel or acquiring litigation support services, including expert witnesses;

H. Contracts for governmental relations consulting and lobbyist services;

I. Contracts for executive search services;

J. Contracts to maintain existing software systems in use by PCMC, including upgrades, license renewals and subscription renewals necessary for continued and ongoing use of existing systems, except under trial use contracts; and

K. Purchase of minimal, insignificant, or incidental items in the course of daily, ongoing departmental operations that are identified in an approved department budget that comply with the Incidental Items Maximum. Examples of items exempt under this subsection include professional development and training, hand tools, office supplies, and miscellaneous travel expenses.

5-2. Exceptions.

The following exceptions to the requirements of these Rules may be granted with approval of the Procurement Official:

A. Trial-Use Contracts.[98]

1. **Requirements**. Subject to the approval of the City Manager, PCMC may award a trial-use contract without engaging in a Standard Procurement Process if the purpose of the contract is to determine whether the Procurement item will benefit PCMC; assess the feasibility of a Procurement Item that is new or innovative or has a proposed use or application that is novel or unproven; or evaluate whether to conduct a Standard Procurement Process for the Procurement Item being tested. Further, the contract must be: awarded for a Procurement Item not already available to PCMC under an existing contract; restricted to the Procurement of a Procurement Item in the minimum quantity and for the minimum period of time necessary to test it; PCMC's only trial-use contract for that Procurement Item; and not used to circumvent the purposes and policies of these Rules or the Utah Procurement Code.

2. **Term**. The period of trial use or testing of a Procurement Item under a trial-use contract may not exceed 24 months unless the Procurement Official provides a written exception documenting the reason for a longer period.

[98] Utah Code § 63G-6a-802.3.

3. **Content**. A trial-use contract must:

   a. State that the contract is strictly for the trial use or testing of a Procurement Item;

   b. State that the contract terminates upon completion of the trial-use or testing period;

   c. State that PCMC is not obligated to purchase or enter into a contract for the Procurement Item, regardless of the trial-use or testing result;

   d. State that any purchase of the Procurement Item that is the subject of the trial-use contract will be made in accordance with these Rules and the Utah Procurement code; and

   e. include, as applicable, any additional requirements related to the trial use or testing of the Procurement Item.

4. **Publication.** Publication of notice is not required for a trial-use contract.

B. Contract Extensions.[99]

1. **Extension up to 120 Days.** The Procurement Official may enter into a Contract Extension to extend the term of a contract up to 120 days if: it is necessary to avoid a lapse in critical government service or to mitigate a circumstance that is likely to have a negative impact on public health, safety or welfare or property, and,
   a. PCMC is engaged in a Standard Procurement Process for that Procurement Item and the Standard Procurement Process is delayed due to an unintentional error; or

   b. A change in an industry standard requires one or more significant changes to specifications for the Procurement Item; or

   c. An extension is necessary: to prevent the loss of federal funds, to mitigate the effects of a delay of a state or federal appropriation, to enable PCMC to continue to receive a Procurement Item during a delay in the implementation of a contract awarded pursuant to a Procurement that has already been conducted; or to enable PCMC to continue to receive a Procurement Item during a period of time in which negotiations with a Vendor under a new contract for the Procurement Item are being conducted.

2. **Extension Exceeding 120 Days.** The Procurement Official may enter into a Contract Extension to extend the term of a contract for a period of time exceeding

[99] Utah Code § 63G-6a-802.7.

120 days without engaging in a Procurement process if, after consulting with the City Attorney's Office, the Procurement Official determines in writing that the Contract Extension does not violate state or federal antitrust laws and is consistent with the purpose of ensuring the fair and equitable treatment of all persons who deal with the Procurement process. For example, the term of a contract may be extended in circumstances where the scope and cost are not materially changed, and it would be impractical to award a contract through a Procurement process.

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C. Contract Modifications.

1. The Procurement Official may modify contracts by appropriate Change Order or Contract Amendment without engaging in a Procurement process, consistent with the Contract Authority Threshold set forth in Section 2-2, if:

a. The modifications do not affect the scope, price, or term of the contract; or

b. The modifications increase the scope of work or cost, the modifications are reasonably related to the original solicitation, and the increase in cost appears reasonable; or

c. The modifications reflect a decrease in the scope of work in PCMC's interest.

2. The cost or price of contracts solicited using the Small Purchase Process may not be modified in excess of the Small Purchase Threshold.

D. Emergency Procurements.[100] The Procurement Official may waive any requirement of these Rules if such waiver is necessary to: (1) avoid a lapse in a critical government service; (2) mitigate a circumstance that is likely to have a negative impact on public health, safety, welfare, or property, including a natural disaster; or (3) protect the legal interests of a public entity.

Any Procurement made pursuant to this provision must be made with as much competition as reasonably practicable. Within 14 days of such Procurement, PCMC must publish on its website a description of the emergency necessitating the Procurement, the name of the highest-ranking government official who approved the Procurement, and each written contract related to the Procurement. The term of a contract executed under this provision may be no more than 30 days, except that a contract related to a "natural disaster" as defined under state law may be up to 60 days. These term limits do not apply to an emergency Procurement for legal services.

[100] Utah Code § 63G-6a-803.

5-3. Waiver of Standard Procurement Process.[101]

A. Requirements. The Procurement Official may waive the requirements of these Rules when the Procurement Official determines in writing that:

1. Transitional costs are a significant consideration in selecting a Procurement Item, a cost-benefit analysis demonstrates that transitional costs are unreasonable or cost-prohibitive, and award of a contract without engaging in a Standard Procurement Process is in the best interest of PCMC; or

2. The award of a contract is under circumstances that make awarding the contract through a Standard Procurement Process impractical and not in the best interest of PCMC. Such circumstances include, but are not limited to, the following:

a. The Procurement Item is available from a sole source or a Procurement procedure would be unlikely to produce competition.

b. A particular Procurement Item is of particular benefit to PCMC in order to match existing equipment or facilities.

c. PCMC needs specialized or confidential services, and a Procurement procedure would undermine that confidentiality or not be beneficial in obtaining the services.

d. Waiver of any requirements of these Rules would convenience the public.

B. Notice. If requirements of these Rules are waived, PCMC must publish notice of the Procurement on the PCMC website at least seven days before the Procurement is finalized if the aggregate cost of the Procurement exceeds $50,000. Such notice is not required if the Procurement is for public utility services pursuant to a sole source contract.[102]

C. Best Interest. If requirements of these Rules are waived, the Procurement Official must nonetheless negotiate with the Vendor to ensure that the terms of the Procurement are in the best interest of PCMC.[103]

[101] Utah Code § 63G-6a-802.
[102] Utah Code § 63G-6a-802(3).
[103] Utah Code § 63G-6a-802(4).

Article VI – Protests and Appeals

6-1. Protests and Appeals.

A. Procedure. The provisions set forth in Part 16 Protests, Part 18 Appeals to Court and Court Proceedings, and Part 19 General Provisions Related to Protest or Appeal of the Utah Procurement Code,[104] or their successor provisions, govern any protest or appeal arising from a PCMC Procurement.

B. Protest Officer. The Procurement Official is designated as PCMC's protest officer.

C. Intervention. As required by Utah Code § 63G-6a-1603(4)(c), PCMC directs that intervention in a protest is governed by the provisions of Utah Administrative Code R33-16-301 - Intervention in a Protest, or its successor provision.

D. Appeals to Court and Court Proceedings. Appeals to Court are governed by the provisions of Utah Administrative Rule R33-18 - Appeals to Court and Court Proceedings, or its successor provision.

[104] Utah Code § 63G-6a-1601 et seq., 1801 et seq., 1901 et seq.

Comparison of Small Purchase Thresholds Throughout Utah

Jurisdiction	Goods and Services	Professional Services/Design Professional Services	Public Util equipment and supplies or Public Works	Building Improvements
UDOT[i]	$50,000	$100,000 Design: $350,000	$100,000	$100,000
Weber County[ii]	$100,000	$100,000	$100,000	$100,000
Davis County[iii]	$75,000	$75,000	$150,000	$75,000
Spanish Fork[iv]	$75,000	$75,000	$75,000	$75,000
PCMC (proposed)	**$100,000**	**$100,000**	Bid limit	Bid limit
State of Utah[v]	$50,000	$100,000	$100,000	$100,000
University of Utah[vi]	$50,000	$100,000	$150,000	$150,000
Utah County[vii]	$50,000	$100,000	$100,000	$100,000
Heber[viii]	$75,000	$75,000	$150,000	Bid limit
Summit County[ix]	$50,000	$50,000	Bid Limit	Bid Limit
Washington County[x]	$50,000	$50,000	Bid limit (roads=$200,000)	Bid limit
Moab[xi]	$50,000	$50,000	$50,000	$50,000
St. George[xii]	$50,000	$50,000	$100,000	Bid limit
South Jordan[xiii]	$50,000	$50,000	$50,000	$50,000
Salt Lake City[xiv]	$40,000	$40,000	Bid Limit	Bid Limit
Park City (current)	**$50,000**	**$50,000**	Bid limit	Bid limit
West Jordan[xv]	$50,000	$50,000	$195,000	$56,000
Orem[xvi]	$50,000	No limit	Bid limit	Bid limit
Lehi[xvii]	$25,000	$25,000	$125,000	Bid limit
Midway[xviii]	$25,000	$25,000	$125,000	$40,000
Ogden[xix]	$50,000	$100,000	Bid limit	Bid limit
West Valley City[xx]	$30,000	$30,000	Bid limit	Bid limit
Sandy[xxi]	$40,000	$7,500	Bid limit	Bid limit
Aspen, CO[xxii]	$35,000	$35,000	$35,000	$35,000
Vail, CO[xxiii]	$50,000 (see endnote)	$50,000	$50,000	$50,000
Telluride, CO[xxiv]	$100,000	$100,000	-	-
Steamboat Springs, CO[xxv]	$75,000	$75,000	$75,000	$75,000
State of Colorado[xxvi]	$250,000	$250,000	$250,000	$250,000

Sources

[i] **UDOT** (general): Utah Office of Administrative Rules (R907-33-7. Exceptions to Competition-Based Procurement).
UDOT (**Goods and services**): R907-33-7(1)(b) sets threshold for individual procurements at $5k. Because aggregate and annual cumulative thresholds are not addressed by UDOT's rules, Title R33 applies. R33-105-102 provides:

- "Single Procurement Aggregate threshold is $10,000 for multiple individual procurement items purchased from one source at one time unless the procurement official determines a lower amount in writing."
- "Annual Cumulative threshold is $50,000 for small purchases made by direct award without a solicitation process from the same source in one year"

UDOT (**Professional services**): R907-33-7(1)(a) incorporates R33-105-104, which lists the maximum for professional service providers as $100,000 per project.

- How we know there are different thresholds for Professional services than for Design professional services:
  - The incorporated Subsections in R907-33-7(1)(a) do not include R33-105-105 (Small Purchase Threshold for Design professional services). This indicates that Subsection R907-66 is incorporated to cover Design professional services (see below).

UDOT (**Design professional services**): R907-33-7(1)(c): small purchases of professional service providers and consultants conducted as required by R907-66, which defines a consultant as "an individual expert or firm the Department contracts with to perform professional services as may be necessary to the planning, progress, and completion of any design, engineering, and engineering-related services." → R907-66-6(2) for "Consultant" services adopts the federal standard in 48 CFR 2.101 (simplified acquisition threshold = $350,000).

- The definition of Consultant falls within the definition of "Design Professional Services" and not "Professional service" under Utah Code 63G-6a-103.

UDOT (**Public works**): R33-105-106. Small Purchases Threshold for Construction Projects. See also R33-105-106.5. Small Purchases Threshold for Construction Projects Using an Approved Vendor List. ($2,500,000)
UDOT (**Building Improvements**): (same as above… see note/comment)

[ii] **Weber County**: Sec 3-1-7 Type Of Procurement Process Is Based On Total Cost. Nothing in Title 3 Purchasing specifically addresses Public Works or Building Improvements. However, under Section 3-1-3, the "title applies to every procurement made by the county unless otherwise stated."

- Purchasing Agent determines which type of procurement to use (solicitation of quotes, invitation for bids, or request for proposals).

[iii] **Davis County**: Subsection 03.06.0112 Purchases Between 5,000.00 (USD) And 75,000.00 (USD) and Subsection 03.06.0114 Purchases Over 75,000.00 (USD).

[iv] **Spanish Fork**: 3.08.030 Choice Of Purchasing - Bidding Process.

[v] **State of Utah**: Utah Office of Administrative Rules (R33-105)

[vi] **University of Utah**: University Rule 3-100D: Delegations and Small Purchases

- Special rules for Procurements of Construction and architect/engineer services. Rule 3-100B (III)(A)(3). Under the delegation, the unit may follow procurement rules adopted by the state Division of Facilities Construction and Management.
- "Remodeling and construction projects will normally be categorized… Projects over $8,000 must be designed and constructed under the direction, and pursuant to applicable policies, of the Utah Division of Facilities Construction and Management." Rule 3-205(III)(F)(3).
- Utah Division of Facilities Construction and Management: Rule R23-1: Procurement Rules with Numbering Related to the Procurement Code
  - When this applies, it seems like the limit for "small construction projects" is $150,000 under R23-1-505. This is not as relevant to us because the bid limits in Utah Code § 11-39-101 apply to cities, counties, and towns.

[vii] **Utah County**: Utah County Procurement Policy

[viii] **Heber**: 3.14 Purchasing Policy

[ix] **Summit County**: Summit County Code | Summit County, UT - Official Website
- 1-16-6: PURCHASING CATEGORIES AND AUTHORIZATION
- 1-16-8: CONSTRUCTION CONTRACTING MANAGEMENT

[x] **Washington County**: Title 1 Chapter 12 Washington County Procurement
- For construction and repair of roads. Washington County Code 1-12-11 (L)

[xi] **Moab**: Ch. 2.28 Purchasing Procedures | Moab Municipal Code

[xii] **St. George**: https://stgeorge.municipal.codes/Code/1-10B-3

[xiii] **South Jordan**: POLICY 210-01 PURCHASING POLICY. 210.01 (G)(7) for Professional Services.

[xiv] **Salt Lake City**: Procurement Chapter 11 - Small Purchases

[xv] **West Jordan**: CHAPTER 1 CITY PROCUREMENT (Approved thresholds published annually in City's budget):
- FY 2026 Budget (see p. 315)

[xvi] **Orem**: Document Viewer | Code of Ordinances
- **Professional service contracts**. Contracts for professional services may be awarded at the discretion of the City Manager without using the competitive sealed bids process. 2-7-6(A)

[xvii] **Lehi**: Lehi Code 2-2-6 (B)
- General construction-related procurement threshold is $125,000. It doesn't distinguish beyond that.
- But 2-2-8 says contracts for construction must comply with federal and state law.

[xviii] **Midway**: 4.02.010 Purchasing (G) - Purchases not requiring sealed bids

[xix] **Ogden**: Ogden Code Title 4 Chapter 2

[xx] **West Valley City**: West Valley CIty Code 5-3-104

[xxi] **Sandy**: Title 7 - PURCHASING PROCEDURES

[xxii] **Aspen, CO**: Code section 4.12.040

[xxiii] **Vail, CO**: 2025-45 A Resolution of the Vail Town Council Adopting the Town of Vail Procurement Policy
- Informal bid process between $25k-50k requires 3 written bids. Verbal bids ok for below $25k.

[xxiv] **Telluride, CO**: TMC 4-6-240

[xxv] **Steamboat Springs, CO**: Procurement Manual; Code S2-173 Contracts

[xxvi] **State of Colorado**: regular goods and services (R-24-103-201-01). Services and supplied for construction projects (R-24-105-101-02).

Resolution 15-2026

A RESOLUTION ADOPTING REVISED PROCUREMENT RULES FOR PARK CITY MUNICIPAL CORPORATION

WHEREAS, the City Council of Park City, Utah, supports procurement rules that are transparent, fair, and equitable to Park City Municipal Corporation (PCMC) and those seeking to provide goods and services to PCMC;

WHEREAS, pursuant to Resolution 03-2023, PCMC adopted Procurement Rules on March 9, 2023 which rules foster effective broad-based competition and allow PCMC to meet procurement needs in a cost-effective and efficient manner; and,

WHEREAS, pursuant to Resolution 29-2024, PCMC adopted revised Procurement Rules on December 12, 2024.

WHEREAS, pursuant to Resolution 12-2026, PCMC adopted revised Procurement Rules on June 11, 2026.

WHEREAS, PCMC desires to adopt certain amendments and updates to the Procurement Rules to further their purpose; and,

WHEREAS, pursuant to Utah Code Title 63G, Chapter 6a, known as the "Utah Procurement Code," the City Council hereby exercises its rulemaking authority;

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

SECTION 1: APPROVAL. The Park City Council hereby adopts the attached revised Procurement Rules which govern all expenditures of public funds used to acquire items including equipment, supplies, personal property, technology, services, and construction projects. These rules do not apply to the acquisition of real property or an interest in real property, or to the acquisition of items from other public entities.

SECTION 2: REPEAL. The prior version of the Procurement Rules is hereby repealed and replaced in its entirety.

SECTION 3: EFFECTIVE DATE: This Resolution shall take effect immediately and apply to procurement initiated after the date of adoption.

This resolution is passed and adopted this 13th day of August, 2026.

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Ryan Dickey

Attest:

_____
Michelle Kellogg, City Recorder

Approved as to form:

_____
Margaret Plane, City Attorney

Park City Municipal Corporation (PCMC) Procurement Rules

Article I – General Provisions
Article II – Authority
Article III – Standard Procurement Processes
Article IV – Supplementary Procurement Processes
Article V – Exemptions, Exceptions and Waivers
Article VI – Protests and Appeals

Article I – General Provisions

The Park City Council has adopted the following Procurement Rules (Rules):

1-1. Purpose.

The purpose of these Rules is to provide processes for Procurement that are transparent, fair, and equitable to PCMC and other persons, that allow PCMC to meet Procurement needs in a flexible, cost-effective and efficient manner, and that foster effective broad-based competition. These Rules are intended to be consistent with PCMC's rulemaking authority[1] as a local government Procurement unit as set forth in the Utah Procurement Code.[2]

1-2. Application and Scope.

These Rules apply to all expenditures of public funds used to acquire all Procurement Items, including equipment, supplies, personal property, technology, services, and construction projects initiated after **April 1, 2023.** These Rules do not apply to the acquisition of real property or an interest in real property, or to the acquisition of items from other public entities.

1-3. Definitions.

The following definitions apply to these Rules:

"Approved Vendor List" means Vendors approved by PCMC for inclusion on a published list through the RSOQ Process. Any Standard Procurement Process, including Small Purchase, Invitation for Bids, RFP, or Design Professional Services Process, may be limited to the pre-qualified Vendors on an Approved Vendor List.[3]

"Bid" means an offer to perform submitted in response to an Invitation for Bids. A Bid should include a price quote and be responsive to the evaluation criteria described in the Invitation for Bids.

[1] PCMC's rulemaking authority is the City Council. Utah Code § 63G-6a-103(77)(d). All references to the Utah Code and Utah Administrative Rules mean the provision referenced or any successor provision.
[2] The Utah Procurement Code is set forth at Utah Code § 63G-6a-101, et seq.
[3] Utah Code § 63G-6a-507.

"Bid Limit" means the estimated dollar cost of a Building Improvement, Public Works Project, or a Class C Road Construction/Maintenance Project, which, if exceeded, require an Invitation for Bids Process to be used for the project. The ~~2023~~ annual Bid Limits are set by ~~(applicable through 2023) set by~~ state law and increase each year according to the statutory requirements. ~~are:~~

~~Building Improvement: $58,736~~
~~Public Works Projects: $185,550~~
~~Class C Roads Construction/Maintenance Project: $185,550~~

~~Each Bid Limit will increase yearly by the lesser of 3% or the actual percent change in the CPI during the previous year.~~[4]

"Bid Security" means the deposit of cash, certified check, money order or a bid bond provided by a surety company authorized to do business in Utah or any other form satisfactory to the Procurement Official, in an amount equal to at least 5% of the amount of the bid, or other amount as determined by the Procurement Official.[5]

"Building Improvement" means the construction or repair of a public building or structure.[6]

"Change Order" means a written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of a contract, upon mutual agreement of the parties to the contract.[7]

"City Manager" means the City Manager of Park City Municipal Corporation.

"Class C Road Construction/Maintenance Project" means an improvement project on a PCMC road involving construction or maintenance as defined in the Transportation Code.[8]

"Construction Manager/General Contractor (CM/GC)" means a contractor who enters into a contract: (a) for the management of a construction project; and (b) that allows the contractor to subcontract for additional labor and materials that are not included in the contractor's cost proposal submitted at the time of the Procurement of the contractor's services. It does not include a contractor whose only subcontract work not included in the contractor's cost proposal submitted as part of the Procurement of the contractor's services is to meet subcontracted portions of Change Orders approved within the scope of the project.[9]

"Contract Amendment" means a written addition, change, correction, clarification or deletion to language in an existing contract.

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[4] Utah Code §§ 11-39-101(1), 103; 72-6-108(2), 109(1)(a).
[5] Utah Code § 63G-6a-1102.
[6] Utah Code § 11-39-101(2).
[7] Utah Code § 63G-6a-103(8).
[8] Utah Code § 72-6-109 (excluding road maintenance, emergency repairs, repair of less than the entire road surface (i.e., crack sealing or patching), and road repairs incidental to the installation, replacement or repair of water mains, sewers, drainage pipes, culverts, or curbs and gutters).
[9] Utah Code § 63G-6a-103(13).

"Contract Extension" means a written Contract Amendment modifying the term of an existing contract.

"CPI" means the Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor.[10]

"Design-Build Contract" means the Procurement of design professional services and construction by the use of a single contract with a contractor capable of providing both design professional services and construction.[11]

"Design-Build Project" means a construction project procured by use of a Design-Build Contract. [12]

"Design Professional Services" means professional services within the scope of the practice of architecture, professional engineering, master planning and programming, or services within the scope of the practice of interior design.[13]

(a) The "practice of architecture" means rendering or offering to render the following services in connection with the design, construction, enlargement, or alteration of a building or group of buildings, and the space within and surrounding such buildings: planning; facility programming; preliminary studies; preparation of designs, drawings, and specifications; preparation of technical submissions and coordination of any element of technical submissions prepared by others including, as appropriate and without limitation, professional engineers, and landscape architects; and administration of construction contracts.[14]

(b) "Professional engineering" means a service or creative work, the adequate performance of which requires engineering education, training, and experience in the application of special knowledge of the mathematical, physical, and engineering sciences to the service or creative work as consultation, investigation, evaluation, planning, design, and design coordination of engineering works and systems, planning the use of land and water, facility programming, performing engineering surveys and studies, and the review of construction for the purpose of monitoring compliance with drawings and specifications; any of which embraces these services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects, and industrial or consumer products or equipment of a mechanical, electrical, hydraulic, pneumatic, or thermal nature, and including other professional services as may be necessary to the planning, progress, and completion of any engineering services.[15]

[10] Utah Code § 11-39-101(3).
[11] Utah Code § 11-39-101(4)(a).
[12] Utah Code § 11-39-101(4)(a).
[13] Utah Code § 63G-6a-103(26).
[14] Utah Code § 58-3a-102(6)(a).
[15] Utah Code § 58-22-102(9)(a).

(c) The "practice of commercial interior design" means, in relation to obtaining a building permit independent of a licensed architect, the preparation of a plan or specification for, or the supervision of new construction, alteration, or repair of, an interior space within a newly constructed or existing building when the core and shell structural elements are not going to be changed, solely for the following occupancy groups as described in the International Building Code: B and M.[16]

"GRAMA" means the Utah Government Records Access and Management Act, codified at Utah Code Title 63G Chapter 2, which is Utah's open records law.

"Information Technology" means all computerized and auxiliary automated information handling, including systems design and analysis; acquisition, storage, and conversion of data; computer programming; software; information storage and retrieval; voice, video, and data communications; requisite systems controls; simulation; and all related interactions between people and machines. It does not include Professional Services.[17]

"Invitation for Bids" means a document used to solicit bids to provide a Procurement Item or price quotes for a Procurement Item.[18]

"Local Business" means a business having: (a) a commercial office, store, distribution center, or other place of business located within the boundaries of Summit County, with an intent to remain therein on a permanent basis; (b) a current business license issued by either Summit County or PCMC; and (c) at least one employee physically present at the local place of business.

"PCMC" means Park City Municipal Corporation, including its agents, employees, and designees. For the purposes of these Rules, PCMC includes all Park City Municipal Corporation affiliated entities, including the Park City Municipal Building Authority, Park City Water Service District, Park City Housing Authority, and the Redevelopment Agency of Park City.

"Person" means an individual, group of individuals, business organization, agency, club, committee, union, or other organization or legal entity.

"Procurement" means the acquisition of a Procurement Item through an expenditure of public funds, or an agreement to expend public funds, including an acquisition through a public-private partnership.[19]

"Procurement Item" means an item of personal property, a technology, an Information Technology, a service, or a construction project.[20]

[16] Utah Code § 58-86-102(3).
[17] Utah Code § 63A-16-102(8).
[18] Utah Code § 63G-6a-103(39).
[19] Utah Code § 63G-6a-103(54).
[20] Utah Code § 63G-6a-103(55).

"Procurement Official" means the individual authorized to undertake the duties and responsibilities of PCMC's officer for all Procurement as set forth in these Rules.

"Professional Services" means labor, effort, or work that requires specialized knowledge, expertise, and discretion in any of the following fields: accounting; administrative law judge service; architecture; construction management; engineering studies, oversight or reviews which do not produce design deliverables; financial services; Information Technology; the law; medicine; psychiatry; or underwriting.[21] It does not mean Design Professional Services.

"Proposal" means a set of documents submitted by a Person in response to a Request for Proposals. The Proposal may include a price quote, statement of qualifications, and scope of work offered.

"Public-private partnership" means an arrangement or agreement between PCMC and one or more contractors to provide for a public need through the development or operation of a project in which the contractor or contractors share the responsibility or risk of developing, owning, maintaining, financing, or operating the project.[22]

"Public Works Project" means the construction of a park, recreational facility, pipeline, culvert, dam, canal, or other system for water, sewage, storm water, or flood control. It does not include the replacement or repair of existing public infrastructure on private property not within a public easement.[23]

"Qualified Committee Member" means an evaluation committee member having at least a general familiarity with or basic understanding of the technical requirements relating to the type of Procurement Item that is the subject of the Procurement, or the need that the Procurement Item is intended to address. In addition, the evaluation committee member: (a) does not have a conflict of interest with any of the proposers; (b) can fairly evaluate each Proposal or SOQ; (c) does not contact or communicate with a proposer concerning the Procurement outside the official evaluation committee process; and (d) conducts or participates in the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.[24]

"Request for Proposals (RFP)" means a document used to solicit proposals to provide a Procurement Item.[25]

"Request for Statement of Qualifications (RSOQ)" means soliciting to receive statements describing the qualifications of bidders or proposers with respect to specified criteria or performance measures for a Procurement Item.[26]

[21] Utah Code § 63G-6a-103(58).
[22] Utah Code § 63G-6a-103(66).
[23] Utah Code § 11-39-101(12).
[24] Utah Code §§ 63G-6a-410(9), 707(5).
[25] Utah Code § 63G-6a-103(70).
[26] Utah Code § 63G-6a-103(72).

"Responsible" means capable, in all respects, of: (a) meeting all the requirements of a solicitation; and (b) fully performing all the requirements of the contract resulting from the solicitation, including demonstrated financial ability to perform the contract; and (c) has the integrity, capacity and reliability which will assure good faith performance.[27]

"Responsive" means a Solicitation Response that conforms in all material respects to the requirements of the Solicitation and all applicable specifications and Vendor meets the technical requirements to provide the Procurement Item.[28]

"Small Purchase Process" means the process that may be used to acquire Procurement Items with an aggregate cost limit that does not exceed the Small Purchase Threshold.

"Small Purchase Threshold" means the aggregate cost limit for use of the Small Purchase Process for Procurement.

"Solicitation" means an Invitation for Bids, Request for Proposals, or Request for Statement of Qualifications.[29]

"Solicitation Response" means a Statement of Qualifications, Proposal, or Bid submitted in response to a Solicitation.[30]

"Standard Procurement Process" means the Small Purchase Process, the Invitation for Bids Process, the RFP Process, the Approved Vendor List Process, or the Design Professional Services Process.[31]

"State Cooperative Contract" means a contract awarded by the Utah Division of Purchasing and General Services for and on behalf of all public entities in Utah.[32]

"Statement of Qualifications (SOQ)" means a document submitted to PCMC in response to a RSOQ.[33]

"Unsolicited Proposal" means a written Proposal for a public-private partnership for: (a) an infrastructure project; or (b) a project to collect, analyze, and distribute health data to improve health and health care and to facilitate interaction regarding health and health care issues, that is not submitted in response to a Solicitation.[34]

[27] Utah Code § 63G-6a-103(74).
[28] Utah Code § 63G-6a-103(75).
[29] Utah Code § 63G-6a-103(82).
[30] Utah Code § 63G-6a-103(83).
[31] Utah Code § 63G-6a-103(86).
[32] Utah Code § 63G-6a-103(87).
[33] Utah Code § 63G-6a-103(88).
[34] Utah Code § 63G-6a-712(1).

"Vendor" means a Person seeking to enter into a contract to provide a Procurement Item, and includes: a bidder, an offeror, a proposer, a design professional, and a Person who submits an "Unsolicited Proposal."[35]

1-4. General Process.

A. Late Submissions. – PCMC shall not accept a response after the deadline for receipt of solicitation responses. When submitting a response electronically, Vendors must allow sufficient time to complete the online forms and finish uploading all documents before the closing time posted in the electronic system. Solicitation responses still in the process of being uploaded at the posted closing time will not be accepted. When submitting a solicitation response by physical delivery, the Vendor is solely responsible for meeting the deadline. Any delay will not be considered an acceptable reason for a response being late. Responses received by physical delivery will be date and time stamped by the City Recorder. If an error by PCMC or its employees results in a response not being received by the established due date and time, the response shall be accepted as being on time.

B. Debriefing. PCMC does not conduct debriefings with Vendors, respondents, bidders or proposers engaged in any solicitation process.

C. GRAMA. Release of the following information has been determined to impair governmental procurement proceedings or give an unfair advantage to persons proposing to enter into a contract or agreement with PCMC, and will not be disclosed by PCMC pursuant to a GRAMA request:

a. the names of individual scorers or evaluators in relation to their individual scores or rankings;

b. any individual scorer's or evaluator's notes, drafts, and working documents;

c. non-public financial statements; and

d. past performance and reference information, which is not provided by the respondent, and which is obtained as a result of the efforts of PCMC. Notwithstanding the above, to the extent such past performance or reference information is included in the written justification statement; it is subject to public disclosure.

[35] Utah Code § 63G-6a-103(94).

Article II – Authority

2-1. Procurement Official.

The City Manager is designated as the Procurement Official to serve as PCMC's officer for all Procurement conducted under these Rules. The Procurement Official selects the manner of procuring supplies and services and may choose the appropriate method for a particular Procurement, consistent with these Rules, to serve the best interests of PCMC. The Procurement Official also has authority to settle and resolve controversies related to Procurement processes and contracts. The Procurement Official has the authority and duties described in these Rules and in the Utah Procurement Code,[36] any of which may be delegated in writing to a PCMC employee, as appropriate. Such delegation will remain in effect until modified or revoked in writing.

2-2. Contract Authority Threshold.

The Procurement Official may approve all purchases, ~~and enter into~~ contracts and individual task orders up to and including an aggregate cost over the term of the contract or individual task order of $100,000 ("Contract Authority Threshold").

All purchases, ~~and~~ contracts and any individual task order executed pursuant to an on-call agreement with an aggregate cost over the term of the contract that exceeds $100,000 require approval of the Park City Council. A separate approval of an on-call agreement is not required.

Accumulated Change Orders or Contract Amendments to an existing contract require approval of the Park City Council if the cost increase is:

(1) more than $100,000 for contracts of $1,000,000 or less, or
(2) more than 10% of the contract amount for contracts over $1,000,000.

Contracts and task orders must not be artificially divided to fall below the Contract Authority Threshold, such as by separating into multiple smaller purchases or by dividing the work required for a single project into multiple contracts.

2-3. Small Purchase Threshold.

The Small Purchase Threshold for use of the Small Purchase Process is set at the~~an~~ aggregate cost up to~~of~~ the current Bid Limit if applicable, ~~$50,000~~$100,000 for Professional Services, Design Professional Services, and Informational Technology and ~~$50,000~~$100,000 for all other Procurement Items.[37] The Approved Vendor List Small Purchase Threshold for use of the Small Purchase Process with an Approved Vendor List is set at the aggregate cost of up to $200,000.

[36] Utah Code § 63G-6a-106(3).
[37] Utah Code § 63G-6a-506(2); R33-5-106.5.

2-4. Incidental Items Maximum.

The purchase of incidental items under an exemption from these rules under Article 5-1K is capped at a maximum expenditure per individual Procurement Item of $10,000.

2-5. Purchase Order Approval.

All purchase orders must be approved as follows: a supervisor or manager is responsible for the first level of approval, the Finance Manager must approves all purchases over $5,000, and the City Manager must approves all purchases over $100,000. No purchase shall be contracted for, or made, unless sufficient funds have been budgeted in the year in which funds have been appropriated.

Article III – Standard Procurement Processes

3-1. Small Purchase Process.

A. When to Use. Small purchases of supplies and services are most effectively made using minimal procurement processes. With approval of the Procurement Official, all Procurement Items (including supplies, equipment, general services, general construction, technology, Information Technology, Professional Services, Design Professional Services, and Building Improvements, Public Works Projects, or Class C Construction/Maintenance Projects) having an aggregate cost that does not exceed the Small Purchase Threshold may be procured by the Small Purchase Process.[38]

B. Method. With the exception of Professional Services and Design Professional Services, a Person with authority to acquire a Procurement Item must make reasonable efforts to obtain at least three written quotations that meet minimum specifications. Professional Services and Design Professional Services may be procured by direct negotiation after reviewing the qualifications of three or more Vendors. Small purchases may also be made using a Vendor on an Approved Vendor List for the Procurement Item. Small Purchases shall be made based on the best interest of PCMC in light of needs, cost, and availability.[39]

C. Record of Quotations. A record of written or electronic quotations must be maintained for at least 12 months and may be used to facilitate future purchases.

D. Manipulation Prohibited. Purchases must not be manipulated to fall within the Small Purchase Threshold. Contracts must not be artificially divided, such as by dividing a single Procurement into multiple, smaller Procurements, or by dividing the work required for a single project solely to make use of this section. Violations of this

[38] Utah Code § 63G-6a-506(2).
[39] Utah Code § 63G-6a-506(2).

prohibition may result in criminal penalties.[40]

E. Single Quote. If only a single quote can be obtained, the Procurement Official may accept the quote after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[41]

F. Use with Approved Vendor List – Rotation of Vendors. Small Purchases may be made from a Vendor on an Approved Vendor List up to the Approved Vendor List Threshold without any additional competitive-pricing process, provided that reasonable efforts are made to rotate between Vendors to ensure the fair and equitable treatment of all listed Vendors and promote competition. Such efforts may include a rotation system or assignment based on designated expertise. When practicable, quotes or bids may be obtained from all listed Vendors.[42]

3-2. Invitation for Bids Process.

A. When to Use. An Invitation for Bids is typically used to acquire Procurement Items with easily definable characteristics where price is the determinative element. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure supplies, equipment, general services, general construction, technology or Information Technology having an aggregate cost that exceeds the Small Purchase Threshold.[43] An Invitation for Bids Process in compliance with Section 3-7 must be used for Building Improvements, Public Works Projects, or Class C Road Construction/Maintenance Projects that exceed their respective Bid Limits.

B. Content. An Invitation for Bids must include the following: (1) a description or specification of the Procurement Item; (2) deadline and instructions for submission; (3) objective evaluation criteria; (4) the time and place of any bid opening; (5) intended contract terms and conditions; and (6) any other information relevant to the Procurement.[44]

C. Notice. An Invitation for Bids must be published either on PCMC's website or the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official.[45]

[40] Utah Code §§ 63G-6a-506(8), 2404.3
[41] Adapted from Utah Admin Code R33-4-109.
[42] Utah Code § 63G -6a-507.
[43] Utah Code § 63G-6a-602.
[44] Utah Code § 63G-6a-603(2).
[45] Utah Code §§ 63G-6a-603(3), 112.

D. Opening. Bids must be opened consistent with the time and manner set forth in the Invitation for Bids. Bids may not be opened until after the submission deadline. A Bid may not be changed after the deadline if the change is prejudicial to the interest of PCMC or fair competition.[46]

E. Rejection of Bids. The Procurement Official must reject a Bid that is not Responsive or the bidder is determined to be not Responsible. A Bid may be rejected in whole or in part when it is determined by the Procurement Official to be in the best interest of PCMC.[47]

F. Evaluation. Bids must be evaluated using the specified objective criteria and to achieve the greatest long-term value to PCMC. Criteria not described in the Invitation for Bids may not be used to evaluate a Bid.[48]

G. Award of Contract. After evaluating the Bids, PCMC must: (1) award a contract to a Responsible bidder who submits the lowest Responsive Bid and publish on PCMC's website the name and bid amount of the bidder to whom the contract is awarded; or (2) cancel the Invitation for Bids and publish on PCMC's website notice of the cancellation that includes an explanation of the reasons for cancellation.[49]

H. Local Business Match. If the Responsible bidder who submits the lowest Responsive Bid is not a Local Business, and a Responsible Local Business submits a Responsive Bid that is within 5% of such lowest bid, PCMC may offer such Local Business an opportunity to match the lowest bid. If the Local Business agrees to match the lowest bid, PCMC must award the contract to the Local Business at that price. If more than one Responsible Local Business submits a Responsive Bid within 5% of the lowest Bid under this paragraph, the opportunity to match the lowest bid must first be given to the Local Business with the lowest Bid, and next to the Local Business with the second-lowest Bid, and so forth.

I. Single Bid. If only a single Bid is received, the Procurement Official may accept the Bid after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement, and (3) a Bid Security requirement.[50]

J. Tie Bids. In the event of tie Bids, the Procurement Official may award the contract in accordance with the methods provided in Utah Administrative Code R33-6-111, or successor provision.[51]

[46] Utah Code § 63G-6a-604(1).
[47] Utah Code § 63G-6a-902.
[48] Utah Code § 63G-6a-606.
[49] Utah Code § 63G-6a-606(3).
[50] Adapted from Utah Admin Code R33-4-109.
[51] Utah Code § 63G-6a-608.

3-3. Request for Proposals (RFP) Process.

A. When to Use. An RFP is typically used to acquire Procurement Items (except for Design Professional Services which must use the RSOQ-Negotiation Process in Section 3-6) when needs are difficult to specify and where price is not the determinative element, or where qualifications will be an important element of the performance, such as with Professional Services. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure supplies, equipment, general services or Information Technology having an aggregate cost in excess of the Small Purchase Threshold or to procure Building Improvements and Public Works Projects that do not exceed the statutory Bid Limits. Professional Services having an aggregate cost in excess of the Small Purchase Threshold must be procured by an RFP Process where PCMC must make reasonable efforts to deliver the RFP to at least three Responsible parties.[52]

B. Content. An RFP must include the following: (1) a description or specification of the Procurement Item; (2) deadline and instructions for submission; (3) objective evaluation criteria, and if applicable, cost, and subjective evaluation criteria; (4) the time and manner for opening proposals; (5) intended contract terms and conditions; and (6) any other information relevant to the Procurement.[53]

C. Notice. An RFP must be published either on PCMC's website or the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official. In addition to these notice requirements, PCMC must make reasonable efforts to deliver an RFP for Professional Services to at least three Responsible parties.[54]

D. Addendum. An RFP addendum that only applies to offerors that have timely submitted proposals may be issued after the submission deadline if, in the opinion of the Procurement Official, the addendum does not change the RFP in a way that would likely have affected the number of Proposals submitted had the addendum been included in the original RFP.[55]

E. Opening. Proposals may not be opened or reviewed until after the submission deadline. Contents of a Proposal may not be disclosed to the public or to other proposers, except as provided by law.[56]

F. Changes Prohibited. A proposer may not, after the deadline, make a change to a Proposal if the Procurement Official determines that such a change would be prejudicial to PCMC's interests or fair competition.[57]

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[52] Utah Code § 63G-6a-702(1).
[53] Utah Code § 63G-6a-703(2).
[54] Utah Code §§ 63G-6a-703(3), 112.
[55] Utah Code § 63G-6a-704.4
[56] Utah Code § 63G-6a-704(1).
[57] Utah Code § 63G-6a-704(2).

G. Discussions with Proposer. PCMC may have limited discussions with a proposer to obtain a more complete understanding of whether the proposer is Responsible, or the proposer's Proposal is Responsive. A Proposal may be rejected following such discussions if the proposer is determined to be not Responsible or the Proposal is not Responsive.[58]

H. Rejection of Proposals. The Procurement Official must reject a Proposal that is not Responsive or where the proposer is not Responsible. A Proposal may be rejected in whole or in part when it is determined to be in the best interest of PCMC.[59]

I. Evaluation. Proposals must be evaluated as follows:[60]

a. An evaluation committee of at least three Qualified Committee Members must be appointed to evaluate Proposals in accordance with the criteria described in the RFP. Criteria not described in the RFP may not be used.

b. The Procurement Official may authorize an evaluation committee to receive assistance from an expert or consultant to better understand a technical issue involved in the Procurement.

c. Unless waived by the Procurement Official in the best interests of PCMC, the evaluation committee is prohibited from knowing or having access to the cost of a Proposal until after the committee submits its recommendation based on scores of all criteria other than cost.

d. The evaluation committee may not change its final recommended scores once they are submitted to PCMC.

e. The evaluation committee may deliberate in private.

f. At the conclusion of the evaluation process, the evaluation committee shall prepare and submit to the Procurement Official a written statement that: recommends a Proposal for an award of a contract, if the evaluation committee decides to recommend a Proposal; and contains the score awarded to the recommended Proposal based on the criteria stated in the RFP; and explains how the recommended Proposal provides the best value to PCMC. This step is **not required** for a contract with a Construction Manager/General Contractor if the contract is awarded based solely on the Vendor's qualifications and the management fee to be paid.

J. Best and Final Offers. If an RFP Process does not result in a clear recommendation, PCMC may, with the approval of the Procurement Official, request best and final offers from Responsible proposers in accordance with the provisions of Utah Code section 63G-6a-707.5 or successor provision. The best-and-final-offer process may only be used when: (1) no

[58] Utah Code § 63G-6a-704.6(1)
[59] Utah Code §§ 63G-6a-704.6(2), 902.
[60] Utah Code § 63G-6a-707.

single Proposal adequately addresses all the specifications stated in the RFP; (2) all Proposals are unclear or deficient in one or more respects; (3) all cost proposals exceed the identified budget or PCMC's available funding; or (4) two or more Proposals receive an identical evaluation score that is the highest score.[61]

K. Award of Contract. Upon receiving a recommendation from the evaluation committee, PCMC may award a contract to the recommended proposer based on the Proposal, and in appropriate circumstances, after negotiation of further details.

L. Single Proposal. If only a single Proposal is received, the Procurement Official may accept the Proposal after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[62]

M. Negotiation. In appropriate circumstances, PCMC may negotiate the details of the Procurement with a potential Vendor before a contract is awarded in order to obtain an offer that is most advantageous to PCMC in light of price and the evaluation criteria set forth in the Solicitation materials. PCMC may enter negotiations with the top-ranked proposer to obtain a favorable price or other terms, and may reject that offer if not satisfactory. If PCMC rejects an offer, it may proceed with negotiations with the next subsequently-ranked proposer in a similar manner to obtain an acceptable offer, or may reject all offers.[63]

3-4. Request for Statement of Qualifications (RSOQ) Process.

A. When to Use. The Procurement Official may direct use of an RSOQ Process to identify qualified Vendors to participate in a subsequent Standard Procurement Process (Invitation for Bids Process or RFP Process). The RSOQ Process must be used to create an Approved Vendor List. No contract may be awarded based solely on the RSOQ Process.[64]

B. Content -Invitation for Bids or RFP. An RSOQ issued in advance of an Invitation for Bids or RFP must include: (1) a statement that participation in the Invitation for Bids Process or RFP Process is limited to qualified Vendors; and (2) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that will be used to identify qualified Vendors. Examples of selection criteria include experience and work history; management and staff requirements or standards; licenses; certifications and other qualifications; performance ratings or references; financial stability; and other information pertaining to Vendor qualifications that are considered relevant. [65]

C. Content – Approved Vendor List. An RSOQ issued for the purpose of creating an Approved Vendor List must include: (1) a general description of the Procurement

[61] Utah Code § 63G-6a-707.5.
[62] Adapted from Utah Admin Code R33-4-109.
[63] Adapted from Utah Admin Code R33-7-104.
[64] Utah Code §§ 63G-6a-410(1), 410(2), 410(3).
[65] Utah Code § 63G-6a-410(4).

Item, type of project or service, acquisition process, and desired type of Vendor; (2) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that Vendors are required to meet; (3) a statement that only Responsive, Responsible Vendors which meet the stated score thresholds will be included on the Approved Vendor List; (4) a statement that only approved Vendors will be able to participate in the Procurements described in the RSOQ; (5) a statement indicating whether PCMC will use a performance rating system for evaluating Vendors on the Approved Vendor List; (6) a deadline for submission of a Statement of Qualifications; and (7) a requirement that Vendors must submit updated qualifications at least every 18 months from publication of the Approved Vendor List to be retained on the list.[66]

D. Notice. An RSOQ must be published either on PCMC's website or on the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official.[67]

E. Rejection of SOQ. The Procurement Official may reject a SOQ that is not Responsive or where the proposer is determined to be not Responsible. A Proposal may be rejected in whole or in part when it is determined by the Procurement Official to be in the best interest of PCMC.[68]

F. Evaluation Process. An evaluation committee consisting of at least three Qualified Committee Members must be appointed to score each SOQ that meets the minimum mandatory requirements using evaluation criteria and applicable score thresholds published in the RSOQ. Criteria not included in the RSOQ may not be used. The evaluation committee may, with approval of the Procurement Official, enter into discussions or conduct interviews with or attend presentations by Vendors, for the purpose of clarifying information in the SOQ. The committee's deliberations may be conducted in private. The Procurement Official may appoint fewer than three Qualified Committee Members if the evaluation criteria are objective, and do not include any criteria that require analysis, assessment, or deliberation. Based on the scores determined by the evaluation committee, the Procurement Official must make a final determination of the Vendors to include in a subsequent Invitation for Bids Process or RFP Process, or Vendors to be included on an Approved Vendor List.[69]

G. Single SOQ. If only a single SOQ is received that meets the minimum qualifications, evaluation criteria and applicable score thresholds set forth in the RSOQ, the Procurement Official may cancel the RSOQ or establish an Approved Vendor List that includes the one Vendor if PCMC either: (1) continues to try to identify

[66] Utah Code § 63G-6a-410(5).
[67] Utah Code §§ 63G-6a-112, 410(6).
[68] Utah Code §§ 63G-6a-410(8a), 902.
[69] Utah Code § 63G-6a-410(9).

more Vendors to be included; or (2) immediately reissues the RSOQ and repeats the process.[70]

3-5. Use of Approved Vendor Lists.[71]

A. When to Use. Approved Vendor Lists may be created and maintained for specific Procurement Items or for a future Procurement Item if the RSOQ includes a general description and the type of Vendor sought to provide the Procurement Item.

1. Any Standard Procurement Process, including Small Purchase, Invitation for Bids, RFP, or Design Professional Services, may be limited to the pre-qualified Vendors on an Approved Vendor List.

2. Procurement Items may also be acquired directly from a listed Vendor at a pre-established price based on a price list, rate schedule, or price catalog submitted by a Vendor and accepted by PCMC.

3. Small Purchases may be made from a Vendor on an Approved Vendor List up to the Approved Vendor List Threshold without any additional competitive-pricing process, provided that reasonable efforts are made to rotate between Vendors to ensure the fair and equitable treatment of all listed Vendors and promote competition.[72] Such efforts may include a rotation system or assignment based on designated expertise.

B. RSOQ Process – Selection. Vendors must be selected for an Approved Vendor List using the RSOQ Process set forth in section 3-4.

C. Adding Vendors - Maintenance. Approved vendors may be included on a closed-ended Approved Vendor List or an open-ended Approved Vendor List.

1. A closed-ended Approved Vendor List is subject to a short period of time during which Vendors may be added to the list and must expire no later than 18 months after its creation.

2. An open-ended Approved Vendor List allows Vendors to be added throughout the term of the list. No less frequently than every 18 months, PCMC must verify that each Vendor continues to meet the minimum mandatory requirements stated in the RSOQ.[73]

D. Publication. After its creation, an Approved Vendor List must be made available to the public.[74]

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[70] Utah Code § 63G-6a-410(12).
[71] Utah Code § 63G-6a-507.
[72] Utah Code § 63G-6a-507.
[73] Utah Code § 63G-6a-507.
[74] Utah Code § 63G-6a-507(7)(b).

3-6. Design Professional Services / Design-Build Project – RSOQ and Negotiation Process. [75]

A. When to Use. As required by Utah Procurement Code, Design Professional Services having an aggregate cost that exceeds the Small Purchase Threshold must be procured by the Design Professional Services RSOQ and Negotiation Process set forth herein.[76] Design Professional Services may also use an Approved Vendor List. The RSOQ-Negotiation Process may be used to procure other Professional Services or to procure a Design-Build Contract.

B. Content. The RSOQ must include criteria by which the qualifications of a design professional will be evaluated. Examples of such criteria include: (1) the design professional's work history and experience; (2) performance ratings earned by the design professional or references for similar work; (3) a quality assurance or quality control plan; (4) the quality of the design professional's past work product; (5) the time, manner of delivery, and schedule of delivery of the Design Professional Services; (6) the design professional's demonstrated financial ability; (7) a management plan, including key personnel and subconsultants for the project; and (8) other project specific criteria. A RSOQ issued for Design Professional Services may not require a price or cost component.[77]

C. Notice. Notice of an RSOQ for Design Professional Services must be published either on PCMC's website or on the Utah Division of Purchasing and General Services website (U3P) at least seven calendar days prior to the deadline date for submission. The seven-day period may be reduced with approval of the Procurement Official. The Procurement Official must encourage licensed design professionals engaged in the lawful practice of their profession to submit an SOQ.[78]

D. Evaluation Committee. An evaluation committee of at least three Qualified Committee Members must be appointed to evaluate the SOQs received.[79]

E. Evaluation of SOQs. The evaluation committee must consider at least three SOQs, either received in response to the RSOQ or already on file as part of an Approved Vendor List. The committee must evaluate and score each Responsive SOQ based solely on the criteria published in the RSOQ. The committee may conduct discussions or interviews with, or attend presentations by, any design professional under consideration. The committee must then rank in order the top three highest scoring design professionals. The committee's deliberations may be held in private.[80]

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[75] PCMC must adopt rules relating to procurement of Design Professional Services. Utah Code § 63G-6a-118,
[76] Utah Code § 63G-6a-1502(1).
[77] Utah Code § 63G-6a-1502.5.
[78] Utah Code § 63G-6a-112, 1503(1).
[79] Utah Code § 63G-6a-1503(3).
[80] Utah Code § 63G-6a-1503(4).

F. Negotiation of Compensation. The Procurement Official must negotiate a contract with the highest ranked design professional, as determined by the evaluation committee, for the required services at compensation determined to be fair and reasonable. If no fair and reasonable compensation and satisfactory contract documents can be negotiated, the Procurement Official must formally terminate negotiations, and undertake negotiations with the next-highest scoring design professional, repeating this process as necessary until an agreement is reached.[81]

G. Receipt of Fewer Than Three SOQs. If fewer than three Responsible design professionals submit SOQs that are determined to be Responsive, the Procurement Official shall issue a written determination explaining why it is in the best interest of PCMC to continue the fee negotiation and the contracting process with less than three design professionals.[82]

3-7. Building Improvements, Public Works Projects, and Class C Road Construction/Maintenance Projects Process.

A. When to Use. Building Improvements, Public Works Projects, and Class C Road Construction/Maintenance Projects having an aggregate cost that exceeds the Bid Limit must be procured by the Building Improvements, Public Works, and Class C Construction/Maintenance Projects Process set forth in this section.[83]

B. Estimate Required. In coordination with the Procurement Official, any department intending to undertake a Building Improvement, Public Works Project or Class C Road Construction/Maintenance Project must prepare plans, specifications, and an estimate of the project cost.[84] The cost of the Building Improvement, Public Works Project or Class C Road Construction/Maintenance Project may not be divided to avoid Bid Limit or other thresholds.[85]

C. Procurement Process – Not Exceeding Bid Limits. The Procurement Official may direct use of either an Invitation for Bids Process or an RFP Process to procure Building Improvement, Public Works Projects or Class C Road Construction/ Maintenance Projects having an estimated cost that does not exceed the respective Bid Limit.[86]

D. Procurement Process – Exceeding Bid Limit. If the estimated cost of the Building Improvement, Public Works Projects or Class C Road Construction/Maintenance Project exceeds the respective Bid Limit, then the Invitation to Bid Process must be used consistent with the modifications in Sections E-J below.[87]

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[81] Utah Code § 63G-6a-1505.
[82] Utah Code § 63G-6a-1503.5(5)
[83] Utah Code § 11-39-103, 72-6-108.
[84] Utah Code § 11-39-102, 72-6-108(1).
[85] Utah Code § 11-39-103(2)(b), 72-6-108(2).
[86] Utah Code § 11-39-104(1)(b).
[87] Utah Code § 11-39-103(1)(b), 72-6-108(2).

E. Notice – Exceeding Bid Limit. An Invitation to Bid for Building Improvements or Public Works Projects exceeding the Bid Limit must be published on PCMC's website, the Utah Public Notice website (www.utah.gov/pmn) and on the Utah Division of Purchasing and General Services website (U3P), at least five days before opening of bids.[88] Notice must also be published in a public place reasonably likely to be seen by City residents at least five days before opening of bids.[89] An Invitation to Bid for a Class C Road Construction/Maintenance Project must be published for three weeks on PCMC's website, the Utah Public Notice website (www.utah.gov/pmn), and in a public place on or adjacent to the public street.[90]

F. Award of Contract. After evaluating the Bids, PCMC must either: (1) award a contract to the Responsible bidder who submits the lowest Responsive Bid; or (2) for a Design-Build Project, enter into a contract with a Responsible bidder that satisfies the criteria relating to financial strength, past performance, integrity, reliability, and other factors that the local entity uses to assess the ability of a bidder to perform fully and in good faith the contract requirements for a Design-Build Project.[91]

G. Local Business Match. If the Responsible bidder who submits the lowest Responsive Bid is not a Local Business, and a Responsible Local Business submits a Responsive Bid that is within 5% of such lowest bid, PCMC may offer such Local Business an opportunity to match the lowest bid. If the Local Business agrees to match the lowest bid, PCMC must award the contract to the Local Business at that price. If more than one Responsible Local Business submits a Responsive Bid within 5% of the lowest Bid under this paragraph, the opportunity to match the lowest bid must first be given to the Local Business with the lowest Bid, and next to the Local Business with the second-lowest Bid, and so forth.

H. Single Bid. If only a single Bid is received, the Procurement Official may accept the Bid after considering: (1) whether pricing is fair and reasonable; (2) canceling the Procurement; and (3) a Bid Security requirement.[92]

I. Rejection of Bids. The Procurement Official may reject any or all Bids submitted and again request bids by the Invitation to Bid Process. [93]

J. Contracting Method. The Procurement Official may select the appropriate contracting method for construction contracts to serve the best interest of PCMC, including: (1) Construction Manager/General Contractor; (2) Design-Build Contract; or (3) any form of contract permitted under state law.[94]

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[88] Utah Code §§ 11-39-103(1)(a); 63G-30-102(1) – defining Class A Notice.
[89] Utah Code §§ 11-39-103(1)(a), 63G-30-102(1) – defining Class A Notice.
[90] Utah Code § 72-6-108(3), 63G-30-102(1) – defining Class A Notice.
[91] Utah Code § 11-39-103(1)(b), 72-6-108(2)(a).
[92] Adapted from Utah Admin Code R33-4-109.
[93] Utah Code § 11-39-103(3), 72-6-108(4).
[94] Utah Code § 63G-6a-1205, 72-6-108(5).

3-8. Public-Private Partnerships.

The Procurement Official may direct that a contract for a Public-Private Partnership having an aggregate cost to PCMC in excess of the Small Purchase Threshold be procured using the RFP process in Section 3-3.[95]

Article IV – Supplementary Procurement Processes

4-1. State Cooperative Contracts.

The Utah Division of Purchasing and General Services ("Division") has executed State Cooperative Contracts with certain Vendors of commonly used Procurement Items which can be found on the Division website. The Division maintains such contracts for and on behalf of all public entities within the state. By negotiating certain contracts at the state level, the Division seeks to leverage the potential buying power of all state entities and to streamline the Procurement process. PCMC may, but is not required to, use State Cooperative Contracts.

A. When to Use. When in the best interest of PCMC, Procurement Items may be directly acquired at a fixed cost under a State Cooperative Contract without conducting a Standard Procurement Process, consistent with the Contract Authority Threshold set forth in Section 2.2, after entering into a purchase order, an agreement or participating addendum describing the rights and duties of each party.[96]

B. Contract Review. Before acquiring a Procurement Item under a State Cooperative Contract, the Procurement Official must review the Division's contract with the Vendor to ensure that it: (1) satisfies statutory requirements of a State Cooperative Contract; and (2) extends to PCMC all necessary contractual protections, such as indemnification and insurance.

C. Competition. The Procurement Official may direct use of additional competitive pricing or Procurement procedures before utilizing a State Cooperative Contract.

D. Additional Quotations. In cases where a Procurement Item may be acquired under multiple State Cooperative Contracts with different Vendors, or where Vendors offer bulk discounts, the Procurement Official should obtain one (1) or more written quotes before acquiring a Procurement Item under a State Cooperative Contract.

4-2. Other Cooperative Purchasing.

A. **When to Use**. When in the best interest of PCMC, the Procurement Official may join with other units of Utah government or other state governments in cooperative purchasing for Procurement Items, consistent with the Contract Authority Threshold set forth in Section 2.2.

[95] Utah Administrative Code R33-7-900.
[96] Adapted from Utah Code § 63G-6a-2105(4)(c).

1. PCMC may contract to purchase Procurement Items under contract terms previously negotiated by another Utah governmental entity if the contract terms negotiated by the other governmental entity were entered into in compliance with the solicitation procedures of that governmental entity.

2. In lieu of a PCMC-sponsored RSOQ, PCMC may contract to purchase Procurement Items from one or more qualified vendors from an approved vendor list that was created and maintained by another Utah governmental entity in accordance with Utah Code §§ 63G-6a-410(5), -507 (e.g. UDOT Consultant Qualified Pools). PCMC will comply with UDOT selection methods and threshold limits when utilizing UDOT approved vendor lists.

3. PCMC may contract to purchase Procurement Items under contract terms previously negotiated by other state governments if the procurement was conducted as a cooperative procurement in compliance with the solicitation procedures of the state government, including applicable federal requirements. ~~–~~ PCMC may execute a participating addendum or other similar agreement in order to facilitate the use of cooperative contracts under this section.

B. **Contract Review**. Before acquiring a Procurement Item under this section, the Procurement Official must ensure the contract terms extend to PCMC all necessary contractual protections, such as indemnification, liability, and insurance.

C. **Competition**. The Procurement Official may direct use of additional competitive pricing or Procurement procedures before purchasing Procurement Items under this section.

Article V – Exemptions, Exceptions and Waiver

5-1. Exemptions.[97]

The following Procurements are exempt from the requirements of these Rules:

A. Any matter that is exempt from Procurement requirements under state or federal law;

B. Acquisitions of a Procurement Item from another public entity;

C. Acquisition or disposal of real property or an interest in real property;

D. Grants;

E. Supplies purchased for resale to the public;

[97] Utah Code § 63G-6a-107.6 (A – F).

F. Hiring of a mediator, arbitrator, or arbitration panel member to participate in dispute resolution efforts;

G. Retaining outside counsel or acquiring litigation support services, including expert witnesses;

H. Contracts for governmental relations consulting and lobbyist services;

I. Contracts for executive search services;

J. Contracts to maintain existing software systems in use by PCMC, including upgrades, license renewals and subscription renewals necessary for continued and ongoing use of existing systems, except under trial use contracts; and

K. Purchase of minimal, insignificant, or incidental items in the course of daily, ongoing departmental operations that are identified in an approved department budget that comply with the Incidental Items Maximum. Examples of items exempt under this subsection include professional development and training, hand tools, office supplies, and miscellaneous travel expenses.

5-2. Exceptions.

The following exceptions to the requirements of these Rules may be granted with approval of the Procurement Official:

A. Trial-Use Contracts.[98]

1. **Requirements**. Subject to the approval of the City Manager, PCMC may award a trial-use contract without engaging in a Standard Procurement Process if the purpose of the contract is to determine whether the Procurement item will benefit PCMC; assess the feasibility of a Procurement Item that is new or innovative or has a proposed use or application that is novel or unproven; or evaluate whether to conduct a Standard Procurement Process for the Procurement Item being tested. Further, the contract must be: awarded for a Procurement Item not already available to PCMC under an existing contract; restricted to the Procurement of a Procurement Item in the minimum quantity and for the minimum period of time necessary to test it; PCMC's only trial-use contract for that Procurement Item; and not used to circumvent the purposes and policies of these Rules or the Utah Procurement Code.

2. **Term**. The period of trial use or testing of a Procurement Item under a trial-use contract may not exceed 24 months unless the Procurement Official provides a written exception documenting the reason for a longer period.

[98] Utah Code § 63G-6a-802.3.

3. **Content**. A trial-use contract must:

   a. State that the contract is strictly for the trial use or testing of a Procurement Item;

   b. State that the contract terminates upon completion of the trial-use or testing period;

   c. State that PCMC is not obligated to purchase or enter into a contract for the Procurement Item, regardless of the trial-use or testing result;

   d. State that any purchase of the Procurement Item that is the subject of the trial-use contract will be made in accordance with these Rules and the Utah Procurement code; and

   e. include, as applicable, any additional requirements related to the trial use or testing of the Procurement Item.

4. **Publication.** Publication of notice is not required for a trial-use contract.

B. Contract Extensions.[99]

1. **Extension up to 120 Days.** The Procurement Official may enter into a Contract Extension to extend the term of a contract up to 120 days if: it is necessary to avoid a lapse in critical government service or to mitigate a circumstance that is likely to have a negative impact on public health, safety or welfare or property, and,
   a. PCMC is engaged in a Standard Procurement Process for that Procurement Item and the Standard Procurement Process is delayed due to an unintentional error; or

   b. A change in an industry standard requires one or more significant changes to specifications for the Procurement Item; or

   c. An extension is necessary: to prevent the loss of federal funds, to mitigate the effects of a delay of a state or federal appropriation, to enable PCMC to continue to receive a Procurement Item during a delay in the implementation of a contract awarded pursuant to a Procurement that has already been conducted; or to enable PCMC to continue to receive a Procurement Item during a period of time in which negotiations with a Vendor under a new contract for the Procurement Item are being conducted.

2. **Extension Exceeding 120 Days.** The Procurement Official may enter into a Contract Extension to extend the term of a contract for a period of time exceeding

[99] Utah Code § 63G-6a-802.7.

120 days without engaging in a Procurement process if, after consulting with the City Attorney's Office, the Procurement Official determines in writing that the Contract Extension does not violate state or federal antitrust laws and is consistent with the purpose of ensuring the fair and equitable treatment of all persons who deal with the Procurement process. For example, the term of a contract may be extended in circumstances where the scope and cost are not materially changed, and it would be impractical to award a contract through a Procurement process.

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C. Contract Modifications.

1. The Procurement Official may modify contracts by appropriate Change Order or Contract Amendment without engaging in a Procurement process, consistent with the Contract Authority Threshold set forth in Section 2-2, if:

a. The modifications do not affect the scope, price, or term of the contract; or

b. The modifications increase the scope of work or cost, the modifications are reasonably related to the original solicitation, and the increase in cost appears reasonable; or

c. The modifications reflect a decrease in the scope of work in PCMC's interest.

2. The cost or price of contracts solicited using the Small Purchase Process may not be modified in excess of the Small Purchase Threshold.

D. Emergency Procurements.[100] The Procurement Official may waive any requirement of these Rules if such waiver is necessary to: (1) avoid a lapse in a critical government service; (2) mitigate a circumstance that is likely to have a negative impact on public health, safety, welfare, or property, including a natural disaster; or (3) protect the legal interests of a public entity.

Any Procurement made pursuant to this provision must be made with as much competition as reasonably practicable. Within 14 days of such Procurement, PCMC must publish on its website a description of the emergency necessitating the Procurement, the name of the highest-ranking government official who approved the Procurement, and each written contract related to the Procurement. The term of a contract executed under this provision may be no more than 30 days, except that a contract related to a "natural disaster" as defined under state law may be up to 60 days. These term limits do not apply to an emergency Procurement for legal services.

[100] Utah Code § 63G-6a-803.

5-3. Waiver of Standard Procurement Process.[101]

A. Requirements. The Procurement Official may waive the requirements of these Rules when the Procurement Official determines in writing that:

1. Transitional costs are a significant consideration in selecting a Procurement Item, a cost-benefit analysis demonstrates that transitional costs are unreasonable or cost-prohibitive, and award of a contract without engaging in a Standard Procurement Process is in the best interest of PCMC; or

2. The award of a contract is under circumstances that make awarding the contract through a Standard Procurement Process impractical and not in the best interest of PCMC. Such circumstances include, but are not limited to, the following:

a. The Procurement Item is available from a sole source or a Procurement procedure would be unlikely to produce competition.

b. A particular Procurement Item is of particular benefit to PCMC in order to match existing equipment or facilities.

c. PCMC needs specialized or confidential services, and a Procurement procedure would undermine that confidentiality or not be beneficial in obtaining the services.

d. Waiver of any requirements of these Rules would convenience the public.

B. Notice. If requirements of these Rules are waived, PCMC must publish notice of the Procurement on the PCMC website at least seven days before the Procurement is finalized if the aggregate cost of the Procurement exceeds $50,000. Such notice is not required if the Procurement is for public utility services pursuant to a sole source contract.[102]

C. Best Interest. If requirements of these Rules are waived, the Procurement Official must nonetheless negotiate with the Vendor to ensure that the terms of the Procurement are in the best interest of PCMC.[103]

[101] Utah Code § 63G-6a-802.
[102] Utah Code § 63G-6a-802(3).
[103] Utah Code § 63G-6a-802(4).

Article VI – Protests and Appeals

6-1. Protests and Appeals.

A. Procedure. The provisions set forth in Part 16 Protests, Part 18 Appeals to Court and Court Proceedings, and Part 19 General Provisions Related to Protest or Appeal of the Utah Procurement Code,[104] or their successor provisions, govern any protest or appeal arising from a PCMC Procurement.

B. Protest Officer. The Procurement Official is designated as PCMC's protest officer.

C. Intervention. As required by Utah Code § 63G-6a-1603(4)(c), PCMC directs that intervention in a protest is governed by the provisions of Utah Administrative Code R33-16-301 - Intervention in a Protest, or its successor provision.

D. Appeals to Court and Court Proceedings. Appeals to Court are governed by the provisions of Utah Administrative Rule R33-18 - Appeals to Court and Court Proceedings, or its successor provision.

[104] Utah Code § 63G-6a-1601 et seq., 1801 et seq., 1901 et seq.

City Council Staff Report

Subject: Little Kate Road Project Concept Recommendation
Authors: Anna Maki, Alex Roy
Departments: Transportation Planning
Date: August 13, 2026

Recommendation

The Park City Transportation Department recommends Option 1A—painted, buffered bike lanes with an expanded sidewalk—as the preferred alternative for Little Kate Road. Staff will advance the design with targeted traffic-calming measures and additional safety enhancements consistent with Council direction.

Executive Summary

The Little Kate Road Project (Project) was identified through the Park City Bicycle and Pedestrian Plan (BP Plan) as a priority corridor for improving walking and bicycling. Improvements to this roadway enhance access to schools, the Municipal Athletic and Recreation Center (MARC), and numerous transit stops. Following public engagement, technical evaluation, and City Council discussions, the project evolved from a shared-use path concept to evaluating additional alternatives that better separate roadway users while addressing community concerns. The Park City Transportation Department has reviewed and refined project design alternatives and recommends advancing Option 1A, painted buffered bike lanes, with a widened sidewalk. This recommendation reflects community feedback, provides dedicated separated spaces for pedestrians and bicyclists, and lowers the overall impacts compared to the other alternatives.

At its July 9, 2026 Work Session, City Council reviewed the project alternatives and public engagement results, affirming that staff's summary of community feedback reflected broader community perspectives. Council directed staff to evaluate opportunities for traffic calming and complementary safety improvements, including high-visibility bike-lane paint and Safe Routes to School markings. Consistent with this direction, these enhancements are summarized in the staff report for incorporation into the next phase of design.

Background

The Little Kate Road Project advances City-adopted transportation goals established in Park City Forward (2022) and the Bicycle and Pedestrian Plan (2024). Both plans prioritize safe, comfortable walking and bicycling facilities for users of all ages and abilities and identify Little Kate Road as a key multimodal connection linking neighborhoods, schools, parks, transit stops, and the broader active transportation network.

The Project extends approximately three-quarters of a mile from Holiday Ranch Loop to Lucky John Drive (Figure 1), with the potential to continue on Lucky John Drive to connect with the McPolin Elementary pathway. While city planning documents identified

the corridor as a long-term priority, the Citywide Bus Stop Project created an opportunity to accelerate improvements by leveraging grant funding for first- and last-mile transit access due to the nearby transit stops and connections to key neighborhood destinations.

Figure 1: Little Kate Road Project corridor

An important additional consideration is that Little Kate Road is along a designated Safe Route to School (SRTS). In Utah, the program is administered by the Utah Department of Transportation in partnership with local schools. Beyond the designated SRTS through the formal UDOT process, a safe route to school enables students to walk and bicycle safely to McPolin Elementary School, which in turn reduces vehicle trips and supports safe multimodal travel for one of our most vulnerable groups.

The Project has evolved through multiple rounds of technical evaluation, public engagement, and City Council discussions. Initial concepts focused on a shared-use path on Little Kate Road and Lucky John Drive. However, following community concern and Council direction on April 30, 2026, staff expanded the evaluation to include additional alternatives that maintain separation between roadway users while improving safety and comfort for people walking and bicycling. Conceptual alternatives were introduced during a May 7, 2026 Council session for initial feedback. The concepts were refined and then presented to the community through the project website, an online survey, the June 2, 2026 Citywide Spring Projects Open House, and the June 23, 2026 Little Kate Road Open House.

The Project has previously been brought before City Council on:

- August 26, 2025
- February 3, 2026
- April 9, 2026
- April 30, 2026
- May 7, 2026
- July 9, 2026

Public Engagement

Staff conducted an extensive public engagement process to gather feedback on the Little Kate Road Project and refine the alternatives. All outreach opportunities for this project included:

- Project Website – Ongoing
- Fall 2025 Transportation Projects Open House
- Park Meadows Project Mailers – February 14
- Park Meadows Projects Community Meeting (February 24, 2026)
- City Brief and News Advisory Emails

- One-on-one meetings with property owners
- HOA meeting presentations (2)
- Citywide Spring Projects Open House – June 2
- Project Survey – June 11 – July 7
- Park Meadows Open House Mailers – June 15
- Little Kate Road Project Open House – June 23
- Park Meadows Resident Meetings – Ongoing

Community feedback received prior to April 30, 2026 primarily focused on the previously proposed shared-use path along Little Kate Road and Lucky John Drive. Residents raised concerns about mixing pedestrians and bicyclists on a shared facility, particularly given the speed and behavior of some e-bike riders. Feedback frequently cited safety, user conflicts, enforcement, and overall pathway design as concerns. At the February 24, 2026 Park Meadows Community Meeting, several residents also identified vehicle speeding on Little Kate Road as a significant safety issue but did not believe a shared-use path would adequately address those concerns. Support for the shared-use path generally reflected a desire for a bicycle facility separated from vehicle traffic rather than support for a shared pedestrian-bicycle facility.

Following Council direction on April 30th to consider alternatives to the shared-use path, engagement largely focused on the new concepts and project priorities. The community provided substantial feedback through multiple engagement opportunities, resulting in refinements to the project alternatives.

Primary themes included:

- Community requests for traffic calming to reduce vehicle speeds
- Desire for improved bicycle and pedestrian safety, particularly for children traveling to McPolin Elementary and the MARC
- Continued separation between pedestrians and bicyclists/e-bikes
- Minimizing roadway widening and impacts to adjacent properties
- Preserving neighborhood character

While opinions varied regarding the need for roadway improvements, residents generally favored a lower-impact approach with targeted safety improvements. Among the alternatives presented, Concept 1A, painted buffered bike lanes, received the strongest overall support through both the June 23 Little Kate Open House and the online survey. Concepts 1B, 2A, and 2B received substantially more opposition than support. A graph demonstrating online support and opposition for Concept 1A is shown in Figure 2, with additional detailed public engagement results included in

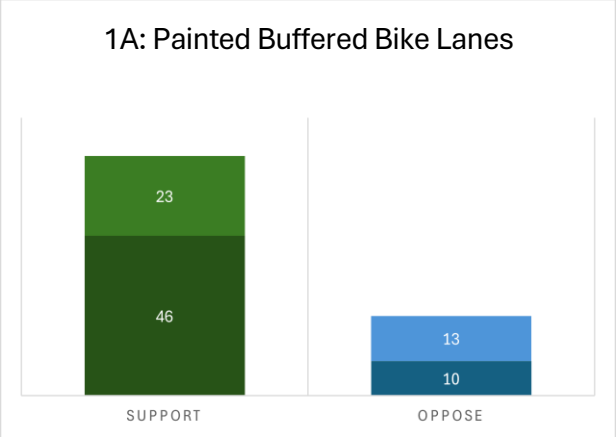


Figure 2: Online Survey Results for 1A

Exhibit A. Further description of each concept is provided below, as well as cross-sections included in **Exhibit B**.

Concept Evaluation
Staff evaluated four new conceptual alternatives (**Exhibit B**) for improving Little Kate Road following the pause on the shared-use path. The alternatives included two buffered bike lane concepts (Concepts 1A and 1B), which retain bicycle travel within the roadway, and two south-side bicycle facility concepts (Concepts 2A and 2B), which relocate bicycle travel to a separated facility on the south side of the corridor. For each facility type, one concept represented a lower-impact approach and the other a higher-impact approach with greater roadway widening and property impacts. A no-build alternative was also evaluated for comparison.

The concepts were developed to evaluate a range of potential approaches and are not final designs. Throughout public engagement, technical evaluation, and Council discussion, individual design elements of the preferred alternative will continue to be refined. Funding is currently available through the Citywide Bus Stop Improvements Project for concept development, design, and implementation.

Concept 1A, painted buffered bike lanes, received the strongest overall community support. The concept places bicyclists within buffered bike lanes while maintaining or widening the existing sidewalk for pedestrians. Compared to the higher-impact alternatives, it minimizes roadway widening and impacts to adjacent properties while providing dedicated space for people walking and bicycling. Additionally, this concept is consistent with other facilities around town and keeps bicyclists with the flow of traffic. Although bicyclists remain adjacent to vehicle traffic with no vertical separation, this limitation can be addressed through complementary traffic calming and safety enhancements identified during the public engagement process. The widths of the sidewalk and painted buffer will continue to be refined during final design to balance safety, right-of-way, and property impacts. A cross-section of Concept 1A is shown in Figure 3, as well as included in **Exhibit B**.

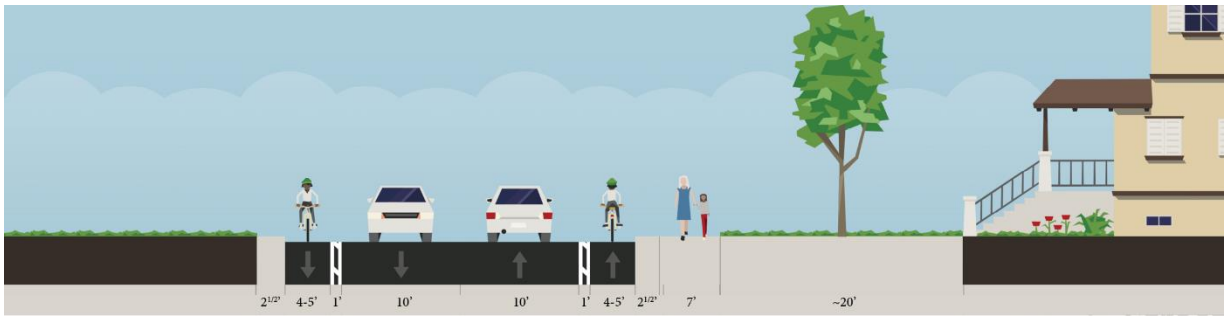


Figure 3: Concept 1A – Painted Buffered Bike Lanes

Compared with the existing roadway, painted buffers provide additional separation between bicyclists and vehicles, reducing close passes and improving comfort on this residential collector. The Federal Highway Administration (FHWA) and National

Association of City Transportation Officials (NACTO) identify these benefits—particularly for children and less-confident riders—as key reasons to use buffered bike lanes where space allows. A sidewalk widened to up to seven feet would provide additional space for side-by-side walking and for younger bicyclists who prefer greater separation from traffic, consistent with community feedback and Utah law permitting bicycling on sidewalks.To accommodate community concerns with mixing users, the City could consider prohibiting e-bike usage on sidewalks less than 8 feet wide, particularly in locations where a safe alternative exists.

Traffic Calming Opportunities
Residents and Council have expressed strong support for traffic calming on Little Kate. Roadway speeds measured earlier this year found that the 85th percentile speeds were approximately 28 MPH, significantly higher than the 20 MPH speed limit.

Treatments to slow traffic can be implemented with any of the Little Kate alternatives, and will be further evaluated during the design process. Potential traffic calming treatments and their impacts (bike lane impacts, roadway widening, operations) are listed in Figure 4 below, with examples of each treatment included in **Exhibit C**. Traffic calming treatments may influence the project's overall footprint, construction cost, and impacts to adjacent properties, which will be considered during design.

Potential Treatment	Purpose	Roadway and Winter Maintenance Considerations
Curb Extensions	Reduce speeds, shorten pedestrian crossing distance, slow turning vehicles, reduce speeds	- Potential roadway widening to maintain consistent bike lanes. - Reduced snow plowing efficiency with additional snow blowing, hauling, or hand labor needed. - Increased debris accumulation in drainage, requiring additional maintenance.
Median Island	Reduce speeds, shorten pedestrian crossing distance	- Potential roadway widening to maintain consistent bike lanes. - Challenges with summertime road maintenance forcing lane closures whenever maintenance occurs, leading to inconvenience for travelers.
Traffic Circle	Reduce speeds	- Potential roadway widening to maintain consistent bike lanes.

Potential Treatment	Purpose	Roadway and Winter Maintenance Considerations
		- Landscaped islands add ongoing irrigation and landscape maintenance responsibilities.
Lateral Shift	Reduce speeds	- Potential roadway widening to maintain consistent bike lanes. - Reduce snow plowing efficiency with additional snow blowing, hauling, or hand labor needed. - Increased debris accumulation in drainage, requiring additional maintenance.
Raised Crosswalk	Reduce speeds, improve pedestrian crossing visibility	- Increased emergency response time. - Currently undergoing pilot project to demonstrate efficacy versus impact. - Slows snowplow operations and increases potential for damage to both the roadway feature and snow removal equipment.
Raised Intersection	Reduce speeds, improve pedestrian crossing visibility	- Increased emergency response time. - Midblock features will slow snowplow operations and increase the potential for damage to both the roadway feature and snow removal equipment. Reduced impact if constructed at a controlled intersection.
Speed Table	Reduce speeds	- Increased emergency response time. - When designed and constructed correctly, these will have minimal impacts to our maintenance operations

Figure 4: Potential traffic calming treatments for painted buffered bike lanes

Traffic calming treatments have tradeoff considerations as well. While the horizontal deflections (curb extensions, traffic circles, etc.) are less impactful to Emergency response times, they may increase roadway width if the bike lanes are continuous. Vertical deflections (raised crosswalk, speed table, etc.) limit the need for an increased roadway width, but impact Emergency response times and snow removal operations. The project team will coordinate closely with Engineering, Public Works, and Park City

Fire District during the selection, design, and implementation of any traffic calming treatments on Little Kate Road.

In addition to design elements that reduce traffic speeds, safety enhancements will also be included. These could include green bicycle lane paint, Safe Routes to School pavement markings, speed feedback signs, and high-visibility crosswalk markings. We are currently collaborating with the School District on options for enhancing Safe Routes to School.

Increased maintenance costs should be expected with both traffic calming and safety enhancements. Depending on the elements that progress with this project, additional costs will be included in the project budget, with a recommended increased yearly maintenance budget.

If broader bicycle or pedestrian improvements do not move forward along the Little Kate Road corridor, opportunities may remain to implement traffic-calming measures and pavement-marking improvements. These could include the City Council-supported treatments identified in the menu of options in Figure 4, as well as additional safety enhancements at intersections and along Safe Routes to School. Each improvement would undergo technical evaluation and further public engagement to determine its suitability and compatibility with the corridor. Traffic-calming elements would also be evaluated based on their connection to improved access to bus stops. That evaluation would ultimately determine whether the improvements are eligible for funding through the Citywide Bus Stop Improvement Project.

Project Impacts
While project impacts are reduced for painted buffered bike lanes compared to the 'higher level' concepts, the improvements will still have easement and roadway impacts to consider. Figure 5 below lists some of these impacts and their associated costs.

Category	**Concept 1A**
Estimated construction cost	$900,000 - $1.1 million (*Costs to increase with Safe Route to School stamps, signage, and traffic calming*)
Temporary construction easements	~ 4 to 6
Utility impacts	~ 20 utility conflicts
Construction duration	3 to 4 months
Maintenance considerations	Increased paint and long-term maintenance costs
Roadway widening	2 to 5 feet (*Widths could increase with traffic calming*)

Figure 5: Approximate impacts for painted buffered bike lanes

It is important to note that the selection of traffic calming treatments may affect the project's overall footprint, cost, and impacts. Additional pavement markings and other

treatments may increase Public Works' ongoing operations and maintenance costs, including annual striping and seasonal maintenance.

Next Steps
The following list includes question for council to consider:

1. Does Council support moving forward with the recommended buffered bike lane and sidewalk improvements?
2. How should we approach traffic calming with balancing bicycle and pedestrian improvements and roadway impacts?

If Council directs staff to proceed into design with the painted buffer bike lane concept, we will continue refining the design, incorporating technical analysis and additional safety elements. This could also include revisiting the inclusion of Lucky John Drive as the final gap connecting to McPolin Elementary. A neighborhood open house will be held when the design reaches approximately 60% completion to present the refined concept, including proposed traffic calming measures, intersection improvements, and other complementary safety enhancements.

Following completion of the 60% design and public engagement, staff would finalize the design and return to City Council before implementation to present the final design and request authorization to proceed with implementation.

Exhibits
A Public Feedback
B Alternative Concepts’ Cross Sections
C Examples of Traffic Calming Treatments

Little Kate Bike & Ped Alternatives

Survey Results
FINAL

07/22/2026

Respondent Information

What is your primary relationship to Park City?

Number ofvotes per option:

Live	92% (83)
Work	3% (3)
Recreationalist	0% (0)
Second Home Owner	2% (2)
Other	2% (2)

Text Responses:

Live in Summit Co

I own two second homes in the city and spend a great deal of time here although I am not a resident. I therefore pay almost twice what residents do in taxes.

If you are a Park City resident, which neighborhood do you live in?

Number ofvotes per option:

Park Meadows	82% (72)
Thaynes	2% (2)
Prospector	3% (3)
Park City Heights	0% (0)
Old Town	3% (3)
Bonanza	1% (1)
Other	8% (7)

Text Responses:

Lower Deer Valley

Pinebrook

Deer valley

Ridgeview

Canyons Village

The Aerie

Silver Summit area. Work in PC proper.

Other than driving, how do you most frequently use Little Kate Road?

Number ofvotes per option:

Walk	29% (26)
Bike	38% (34)
Walk & Bike equally	29% (26)
Other	3% (3)

Text Responses:

Walk with my dog

Walk daily, bike regulary

Don't presently

What is your primary destination when traveling on Little Kate Road?

Number ofvotes per option:

Home	35% (32)
PC MARC	31% (28)
McPolin Elementary	2% (2)
Other	32% (29)

Text Responses:

biking (road and mountain) to reach PCMR and Lost Prospector trail system and different road rides

friends and playdates

Neighborhood walk

all of the above

Home, neighbors, PC Marc and leaving the neighborhood for the Prospector Square.

Safer routes around town

Prospector

Use little Kate to go to Marc, bike and walk to areas in park meadows and travel into town

Daily walk or bike around the neighborhood

walking or biking in neighborhood for exercise and recreation

Sunny slopes TH

2 mile walk, out and back primarily on Little Kate and Lucky John between Little Kate and the paved path to the North field at the jct with Meadows.

Various. Walk Dog, Walk to Bus, Ride to Trails, Drive to Trails, Drive Home/out

Access to all the bike trails around town and walking my dog around the neighborhood

Round Valley

NA

part of the daily route for walking

My destination includes all of the above. I have two sons that live in Park Meadows so I drive or bike home on Little Kate, I pick up grandchildren from McPolin and I attend classes at the Marc

Leisure riding, accessing friends homes, accessing MTB trails on other side of city. Accessing McCloud creek trail.

All the above: MARC, Round Valley, Prospector and up to Old Town

Rail Trail

To/from the office

SR 248

Snow Creek Shopping Ctr's The Market at PC Grocery, UT Liquor Store, & its multiple restaurants; USPO by PC Police Station; Wells Fargo at Monitor & 248; Bonanza Dr's Alberto's, Sammy's, El Chubasco, Encanto, Nosh, & Old Miners carwash; Sidewinder Ave's Salons bldg; hair salon on Prospector; Windy Ridge; Good Earth Market; Walgreen's; CCPC; PC Library; Deer Valley

Recreate

Bike ride there often, and also go from my studio on Kearns, regularly, to get to 224.

Walking our dog throughout the neighborhood

Walking exercise path for 10 K steps a day.

Loop around neighborhood from my house walking my dog, but I also take the bus several times a week to ski resorts and old Town

Little Kate Existing Roadway

Alternative Roadway Concepts

Rate your support for the 1a concept

Number ofvotes per option:

Strongly support	50% (46)
Somewhat support	25% (23)
Somewhat oppose	14% (13)
Strongly oppose	11% (10)
Don't know	0% (0)

What do you like about the 1a concept?

Text Responses:

Biking in lanes that mimic vehicle traffic, while still maintaining a dedicated space

It separates bikes from pedestrians, and it looks somewhat simple and easy to maintain

This more closely reflects the current status of Little Kate. Widen the sidewalk by three feet and widen the bike lane by three feet.

Bikes are traveling in the same direction as the traffic which is much safer. Cars are not always looking for bikes if they are traveling in opposite directions from the flow of traffic. E-bikes are safest in bike lanes and not mixing with pedestrians.

clear bike lanes

N/a

Utilize the existing roadway.

nothing

Bikes and pedestrians are separate

Simple, least intrusive to residents who live along Little Kate.

like

I support the safe to school concept

I like the painted road idea and would like to have a painted stop sign at all intersections. I also like the flashing speed limit signs.

Keeping the sidewalk and bike lanes separate.

It works fine today. A rider can see the cars and doesn't have to worry about electric bikes hitting you head on.

Less expensive, and separates the 3 user classes. I think kids on ebikes are going to use the sidewalk no matter what we do.

Accomplishes all objectives with limited modifications to existing setup

Honestly, you don’t think we need to do anything what problem we truly solving here

Bike lanes remain on the road.

Wider painted buffer and limited roadway widening

separates bikes from pedestrians

No need to change too much . Most locals who live here (for decades) have told this to our city counsel on the first meeting we had about this issue. The money would be better used to educate children, parents and tourists about the rules of the road. When in other countries it is part of a school education and it works it can be done here as well.

Makes most sense to me. it's close to traditional and not confusing .

Wider lanes for bikes could encourage some ridership

Minimal cost and effort for a problem that doesnt exist

It separates bicyclists and pedestrians and clearly defines where the bike lanes are.

I do not like vertical buffers & raised pathways

Bike lanes both sides of street, should widen bike lane area with painted speed allowance and bike icon picture

More prominent bike lanes

attempt to increase safety, but i'm concerned that with ebikes especially, you will have high speed "passing" of the slower bikes and children, creating the same safety hazard as today. Better than nothing

It is not broken! It works! I know as I have lived off of Little Kate and Evening Star Dr! Please listen! Blinkers on stop sign at little kate and evening star would help!

The overall width remains in the current footprint. Restriping accommodates safety for bicyclists who would then not have to ride on the sidewalk. The current sidewalk does not have an e-bike problem. I personally have never seen that type of interaction. I did my own survey on bike to school Friday in May between 7:30 and 8:45 and there were no issues between cars and cyclists. I spoke to several bikers and asked if they felt safe. The unanimous response (albeit anecdotal) was they felt safe. All but 2 rode on the south side of the road with traffic on their way to school and the north side when returning homewhich are the correct directions. A wider striped bike lane would even improve safety.

I appreciate the fact that this would be a less expensive alternative for a road that I don’t believe has had many, if any, accidents in the past. (One hit & run in 2020, as far as I can tell) The speed limits are very low and it seems to me that Park City has gone a little crazy with respect to building or widening additional bike and pedestrian paths where they aren’t necessarily needed. Case in point…Thaynes Canyon Drive, which now has as much pavement as greenery. I travel it frequently and I see it being used seldom.. Additionally, Little Kate is

specified as being a “low incident” area when checked. More visible bike lanes could be created by painting them in a high visibility color versus their current appearance, as is done in many other cities I’ve seen.

Keeps pedestrians and cyclists separated

I like the existing road and feel that the biggest issue is it needs to have the lines repainted bold light, and some bicycle icons painted in the current bike lane.

It maintains separation and provides a slightly better solution than the roadway currently sits.

Least intrusive option

Keeps traffic in the opposite side of the street for bikes and cars. If a bike or a car needs to swerve there would be space for that. Also keeps the sidewalk for people walking.

No barrier

Separate bike and pedestrian traffic. Gives walkers their own path

need to really scream "bike lane"

Saves taxpayer money and there is no issue with existing configuration. We ride bikes and drive on street and never an issue.

Seems like not much work would be required & it maintains the same patterns elsewhere in town

Keep bike lanes and signs for biker to actually use them instead of the sidewalks.

Better bike lanes

additional pedestrian space is great

keeping the sidewalk as is.

Keeps a more informal neighborhood feel

Retains sidewalk for safety of peds and I encourage bikers of elem. School age. This sidewalk allows safe access all the way to PCMarc and McPolin elem. And the ball fields. Bike lanes are aligned with car traffic. Avoids confusion with cars entering little Kate and also avoids bike rider head on collisions with each other.

Bike lanes are unidirectional and separate from pedestrians and children with bicycles.

I like two bike lanes going along with traffic. I like the 10.5' lanes for cars. I like a larger buffer between bikes and traffic. I like an expanded concrete sidewalk.

Separation of walkers and cyclists

Easy

Limited physical barriers

The biggest problem I encounter as a pedestrian: countless bikers using the sidewalk to ride on rather than the well-marked bike lane right next to the sidewalk. Would they continue to do this even after PC spends $$ on bike lane mitigations? Probably. They don’t seem to care. So I guess the least expensive “solution” would be preferred.

Bikes separate from peds

This is largely what exists now, which is safe and simple. Very low cost to paint this buffer.

Common sense. Ebikes separate from walkway

Least disruptive. Safest.

Involves the least amount of expense and construction to solve a problem I don't think exists.

It requires the least amount of change to what exists.

Least impact, and it’s all that is needed

Maintains a neighborhood feel

It wouldn't mean excessive cost to create a barrier that isn't needed. Paint is better than construction. We really are fine AS IS. I do believe we need a 4 way stop on Lucky John and Little Kate intersection. That would slow down traffic and make it safer for all walkers and bikers.

minimal cost

Reduced widening; more logical to users including pedestrians & Bus Stop users; City's snow-clearing and street-sweeping are not impeded

What we have is working except speed. Speed is the real problem both e-bikes and cars. How about we start enforcing the speed limit and approach the real problem?

Personally, I don't see a problem on Little Kate to begin with. Designated bike lanes work for cyclists, and the sidewalk for pedestrians - what more do you need? I do like the idea of the wider painted buffer and fixing the sidewalks a bit. This is the least invasive, probably least

expensive option and would work perfectly. I can tell you that cyclists will NOT be riding on a shared path, it is dangerous, they will ride on the road anyway. The speed limit is only 20mph.

Simple. Cost effective. Keeps bike on the road where they belong not on sidewalk. NO PHYSICAL BARRIERS!! Looks bad and costs to move and maintain seasonally!!

Minimal change to the layout, preserves separate bike lanes in both east and west directions, increased bike path visibility will help SO MUCH for safety. Swale plus bike lane on south side provides at least a modicum of walking area that is not on dirt/peoples's properties to get to and from 3blue bus stops. Shows respect for residences esp on north side in not disturbing their properties.

What do you dislike about the 1a concept?

Text Responses:

confusion around biking in lane vs sidewalk/pedestrian area

you still need signs that say no bikes on the sidewalks

The bike lanes could be separated from large vehicle lanes by a highly visible vertical barrier. This will need frequent plowing during infrequent snow storms.

As long as the buffer is paint and not a physical barrier - that is ok

the road is really wide so cars go fast and don't always pat attention

Effectively no change to existing

Widening the roadway. Widening the sidewalk. What a waste of money! Just keep things the same as they are today.

A complete waste of money. There is not a problem here. There is not a history of pedestrians and cyclists being hit or endangered. This is being push by residents who do not like the fact that there is traffic on Little Kate.

Prefer wider side walk

but is it really necessary. what are we really gaining?

Do not widen the footprint of the existing road and sidewalk

Does not feel safe enough for elementary school kids to bike to school.

I would like painted crosswalks added

Relying on cars to not be speeding and also be paying attention.

Still has high stress on road bike lanes

I don't like the narrower bike lanes- they are hard for small children to stay within

No dislikes

This is the best of the bad ideas that you have all presented

Cost to change from the existing 'good enough'

Nothing

nothing

Currently people park in the bike lanes and this wouldn't stop them. Also, no one feels safe letting their young children ride in unprotected lanes.

Waste of money. If you are not able to confidently ride a bike in bike lane or on the road then stay home. You are a danger on the roads!

I like it a lot!

Not as safe on an already busy street

No physical separation for bikes from cars

token effort - how much will really change in terms of safety

Nothing

The use of funds to fix a problem that doesn't exist. There are more dangerous car, pedestrian, car interactions in Park Meadows, Is there a bus stop planned for the south side of Little Kate at Venus? People are standing in the street waiting for a bus. I'd be happy to send you the picture I took of a mother, child and a child in a stroller. This should be an immediate priority. See comments below.

I dislike the fact that there will be any redo or construction of the sidewalks or road at all, since I don’t believe they’re needed. The money saved could undoubtedly be used in a better fashion elsewhere. There are already bike paths and a sidewalk. Personally, I believe that is enough, with potential painting upgrades.

nothing

Possible sidewalk widening - totally not needed

Nothing.

Nothing

Want a buffer zone for cars and bikes

Seen it elsewhere before and not sure it really works while making traffic worse

it's probably the best idea.

Perfect as is.

Bike lanes get a little smaller

Doesn’t give bikes proper separation and protection like other trails in the area

No separation from cars

bikes need fully buffered space. too much room for cars.

I don't like increasing the bike lanes

We need crosswalks across the roads entering from the racket club condos and also the PCMarc. Crosswalks to bus stops also be a plus.

The buffers add to the width of the utilized right of way.

There isn't anything that I don't like. I like what we have and my extended family uses the bike lanes and sidewalk with their children as I did with them.

Separation of walkers and cyclists

Nothing

Narrow sidewalk

Not necessary

I don't think any change is necessary.

Nothing to slow traffic

That we are wasting any time and money on this at all!

I don't think the bike lane needs to be widened.

that is keeps the wider road - people do at least 30-35 down holiday loop rod then turn onto little kate and do not slow down we need some bulb outs on holiday loop so they slow down!

nothing; however I am disappointed that you are not, simultaneously, considering improving pedestrian use of the portions of Lucky John approaching the MARC

Not enough separation

Doesn’t address the speed problem.

No greenery/landscaping in verge

I think you will cause great damage if you do anything to the existing road/bike lanes/sidewalk sizes. Already, adults and children speed along Little Kate on very powerful e-bikes. Too often, the speeding adults are carrying children. The times I've seen bikers of all types and sizes speed through stop signs is terrifying. keep the existing curbs in place. They act as a protective barrier between bikers and walkers. I think making anything wider is only going to encourage cars and bikers to accelerate their speeds versus slowing anyone down. Walkers and dog walkers are at a big disadvantage already. Please do not increase that "danger zone" by giving bikers and cars more opportunity to speed throughout our neighborhood.

See above

Am concerned about any broadening of existing sidewalk if it invades the existing property frontages.

Rate your support for the 1b concept

Number ofvotes per option:

Strongly support	9% (8)
Somewhat support	18% (17)
Somewhat oppose	13% (12)
Strongly oppose	60% (55)
Don't know	0% (0)

What do you like about the 1b concept?

Text Responses:

N/A

See above.

Bikes are traveling in the same direction as the car traffic

Clear bike lanes, barriers may make drivers less inclined to speed

N/a

I don’t like anything about it.

Nothing

i like the idea of protection

A barrier between distracted drivers and bikes. They have done this in Phoenix on some busy streets and it seemed to work pretty well. They also painted the whole bike lane green.

no need for the separation, it will make driving difficult.

more separated bike lanes from the cars, the people and the bikes going in the opposite direction, less disturbance of existing road

Accomplishes all objectives

This is silly, and it will look just horrible for the neighborhood

Nothing

Nothing

keeps bikes and pedestrians separate

similar to concept 1a. extra expense though for City to remove barriers in the winter.

Vertical separation gives people much more comfort

I like that it still separates bikes and pedestrians, but I don't think it's needed. There have not been bike and car collisions on Little Kate where the speed limit is very low. However, I have almost gotten hit by e-bikers!

Not a good option

Separate bikes lanes are safer

increased safety

Nothing!!!!!!

Nothing

it's OK only if the overall road with is maintained, This is not clear.

What does “ potential for traffic calming” mean?? Please stop building “vertical buffers” and paving over Park City!

Still separates cyclists from pedestrians

Separate maintained.

Potential for traffic calming

Nothing

Buffers wont really make a difference.

Buffer zone

safety

Dumb idea.

Bike car separation

Separation from cars

better separation for bikes is good

nothing

Nothing

Unidirectional bike lanes

I like two bike lanes. and a wider sidewalk.

Somewhat easy

Nothing

Good separation

Not much

More protection for bicyclists

Nothing

I do not.

we need traffic calming here and on the feeder road on Holiday Loop Ranch road or otherwise this won't work

nothing

Separation and separate biking sorections

It indirectly addresses the speed issue.

Additional bike safety. Separation of modes

2 separate bike lanes that match directions of traffic

What do you dislike about the 1b concept?

Text Responses:

roadway impacts, winter barrier removal, etc

I don't like the barriers, I think they can be difficult to see when it's dark

Barriers will create an additional hazard for cars and bikes to contend with.

Visual oddity in neighborhood

Everything.

A complete waste of money. There is not a problem here. There is not a history of pedestrians and cyclists being hit or endangered. This is being push by residents who do not like the fact that there is traffic on Little Kate.

Bike lanes blocked when not in use by bikers. Limited bike traffic, more car traffic than my need shoulder for large vehicles.

not loving the look its a neighboor hood street I would not want yellow poles those outside my house. I think that's a way to put some corrugated lines in the road that make it bumpy on your bike/car if you cross over.

urban blight..... removes existing green space for more asphalt and concrete

The barriers are an eyesore. We have enough visual pollution with the no parking signs. They will be knocked down almost immediately.

The barriers are ugly and will only encourage cars to go faster.

Cones always look bad, get broken, etc.

Narrower bike lanes - harder for small children to stay within. I am also concerned about the look of the bigger buffers. In the drawing the yellow cone-type barriers are unattractive.

Too complicated for the need.

A physical barrier between bicycles and cars is unnecessary and would be disruptive to vehicle traffic

I don’t like anything about this concept it would look stupid

Barriers are extremely dangerous for bikers travelling at roadway speed. For example a gust of wind can push a biker almost a foot either direction.

Barriers and increase widening of road mainly barriers. We don’t need them.

waste of money purchasing, installing, putting up, and taking down buffers. Will screw up the snow removal

Waste of money

More expensive maybe than concept 1a.

Potentially ugly, require maintenance as people hit and damage plastic delineators

Same as 1a. It is unnecessary. I see little traffic on Little Kate compared to say 224. I'll say it again ... if not confident riding bike on the road/bike lane then you should not be out and about on a bike

Why spend money to do this when it will only be good during the summer and not during the winter. Also, there haven't been car collisions on Little Kate between cars and bikers. The speed limit is low and is enforced.

Dislike vertical buffers

Maintanence issues. And safety issues for both cyclists and drivers who are not experienced in buffer zones.

Removal of barriers seems burdensome and creates a maintenance requirement years into the future

ugly and the needed removal in winter for snow removal will cost time, money and there is the potential that the barriers are down for days.

Barriers! Stupid! This community has less kids, not more! Yes, we have more traffic, people because of the Marc but its fine! We like it! 48 years snd now you want to change Something that we are fine with! ! ,

Buffer is too much

bollards create a possible problem if it is necessary for a vehicle to move over to avoid oncoming traffic

As stated earlier, I am opposed to any road construction where I don’t believe it’s needed. The buffers, as stated would be an issue in the winter, with removal and installation of the barriers, only being an added cost. A similar project is being considered on Three Kings Dr. ; another location that is questionable with respect to the need for widened sidewalks and bike lanes. Additionally, more snow removal would possibly be required, only increasing cost to the taxpayers. If Park City is not careful, they will end up with more concrete and asphalt than I think the city should ever have. Enforcing the very low speed limits should be a priority.

Installing barriers just creates another hazard to lead to bike crashes and wouldn't stop a distracted driver anyway

I don’t like the idea of widening and putting all vehicles and bikes on a wider path. Once I was riding on holiday Ranch Loop on the paved path and a mentally disabled person jumped back in great fear, and yelled at me that I wasn’t supposed to be up there. I felt really badly, so now I always ride in the street there. I can only imagine how scared she would be to have some of those non peddling e-bike riders wizzing next to her

Doubtful this can be maintained throughout the corridor. Does not allow for evasive maneuvers for cyclists.

Removal of buffers. Ridiculous long term solution. City will be re- addressing this in 1 year.

Bike lane should not be restricted. Plus more than likely the barriers will be damaged by getting hit but cars, bikes or snowplows.

Barriers

Not really helpful and incurs cost for no reason

Definitely seen problems with this in use rlsewhere

ugly and no room to pass on a bike / bike takeover

Taking away travel area for both bikes and cars and adding huge issue for snow removal in winter. DUMB!

Seems too heavy a solution

Looks cluttered and confusing. This is not necessary.

Visually unappealing

Nothing!

too much room for cars. reduce lanes to 9'

the barrier buffers

We do not require such extensive safety precautions. The max speed of cars and bikes should not exceed 29 mph. These barriers will impede access to bus stops and no accomodations are made for stroller and handicap access to bus stops.

Ballards are a hazard for bike riders and a hindrance to vehicular traffic. The double buffered areas substantially add to the utilized right of way.

I don't think the larger buffer is necessary. Traffic calming seems to be a buzz word. For those who speed in cars and on bikes, they will continue to speed even with traffic calming. I like permanent flashing signs.that remind drivers of their speed.

Sounds like this would require road widening

Cost

the physical posts, which would impair cyclists ability to move around slower moving cyclists and walkers (they will do this, that walk 3 and 4 abreast across path!!!

Removal in the winter

Bike barrier really not necessary

This bicycle lane is really going to get plowed? I doubt it will happen in a timely manner. Leave out the barriers and that bike path gets plowed with the same frequency as the car lane.

Collision risk with upright bike poles. No flex for two way car traffic

Barriers may cause accidents more flexibility for bikers and drivers is better

Barriers are unnecessary, and a hazard for cars and bikers.

Having to remove barriers in winter

Eyesore with unnecessary buffers

Unnecessary fiddling around with a road that has a nice sidewalk and bike lane already.

The barrier can cause you to collide with it at lower speeds

piece meal - need to look at feeder roads

buffers complicate use by pedestrians and Bus Stop users, and buffers prevent City street-sweeping of the bike lane

It’s the long way around the real issue.

No vegetation/landscaping. Lane with cab be reduced to 9'

Not necessary, and ugly.

PHYSICAL BARRIERS

Invades property frontages, increased expenses in maintaining and seasonal work for barriers

Concept 2: Bike Lanes on the South Side of Little Kate

Rate your support for the 2a concept

Number ofvotes per option:

Strongly support	4% (4)
Somewhat support	17% (16)
Somewhat oppose	10% (9)
Strongly oppose	63% (58)
Don't know	5% (5)

What do you like about the 2a concept?

Text Responses:

separating bike traffic from pedestrian traffic

Keep whatever modification simple and easy to follow! The more complex the more likely it will be that the problems may continue.

Nothing

I like that there is a large space for bikes.

Consolidate bikes to one side. Modest cost relative to 2b

I don’t like anything about it.

Nothing

Like that bikers are separate from pedestrians

nothing

Pedestrian and bikes separated.

Nice to have bi-directional path

Separated bike and walking, bike lanes separated from cars more than a single line, wider bike lane when there is not two way traffic

Separates bicycles from pedestrians and autos

Another dumb idea

Nothing

separates bike and pedestrians

nothing

More space and safety for people on bikes; discourages parking in the bike lane

Not a good option safety concerns.

half the bikes (away from traffic) are probably safer

Nothing

Addresses the issue

nothing

Same comment as above.

Keeps pedestrians and cyclists separate

Nothing.

Nothing

Nothing

Its at street level

I think more people will use this type more alot like riding out by the white barn and slo g the credit to the willow creek area

dangerous

Dislike. Huge waste of money. Commingles pedestrians and bikes. Dumb idea.

starts to feel like real bike infra

nothing. I think the idea for adding barriers etc is a waste of money

Nothing

E bikes/bikes are kept separate from pedestrians

I like 10.5 car lanes and a wider concrete sidewalk

Separation and limited road widening

Nothing

Nothing

Good for access to the trail on West side of Little Kate that runs out towards 224

Nothing

Nothing

nothing

Not much

Separation of modes. South side facilitates connection to holiday ranch path

The cyclists are not in a lane with pedestrians.

Does it involve widening the roadway, respects property owner land

What do you dislike about the 2a concept?

Text Responses:

barrier removal/addition; confusing non-locals, etc

this does not seem consistent with other bike lanes in town, where bikes generally ride with traffic and since this is just small part of the whole city paths, it seems like it might not be respected

When the bike flow directly adjacent to the road for such a short stretch of road it is creating more danger. Cars are not looking for bikes especially bikes traveling at 15-20mph in the opposite direction from the flow of cars.

I worry that people won't understand how to use it and it could be hard to crosse the street?

N/a

Everything.

A complete waste of money. There is not a problem here. There is not a history of pedestrians and cyclists being hit or endangered. This is being push by residents who do not like the fact that there is traffic on Little Kate.

non standard bike flow. Very uncommon, car traffic looking wrong way for bike traffic

both ways on the bicycle would be risky esp at high speeds

You have ebike’s going against each other at a very fast rate of speed. I hate the barriers.

Kids flying through on their e-bikes are going to cause head-on collisions with cyclists.

No barrier between cars and bikes

A rider will have to deal with electric bikes hitting you head on - like on Creek trail and the rest of the trails.

Cars generally drive faster on wide roads where the path is the same grade as the road.

doesn't appear to have enough visual distinction between bike lanes and car lanes

Counter-intuitive and violates standard protocol.

Bicycles are best served if allowed to travel on opposite sides of the road next to cars that are moving in the same direction (as in proposal 1a). May cause user confusion and disrupt vehicle traffic flow.

We don’t need this idea

Given the short length of road, if I am biking west on little kate, I'm not going to want to cross the road at the entrance to get into the bike lane then recross back at the exit. Rather, I'll just bike in the car traffic lane.

No barriers no raised bike lanes

my grandchildren (age 2-4) on strider bikes (no pedals) would be with tweens and teenagers on ebikes. No thank you.

Waste of money

bikes facing each other both directions . could be confusing.

Same as 1a and 1b ... not required. Waste of money

No reason for this plan. Why rip up the road, cause traffic delays for months or years, and cost millions of dollars when there is no need!

Dislike vertical buffers

Two way bike and pedestrian travel is troublesome and confusing, unless trail is very wide. To allow kid trailers, and multiple groups of people. Going in opposite directions not protected..

Two way bike lanes are more dangerous

not really different than 1a. If there is a barrier, the need to remove and put back during winter

Leave it as it is!

N/A

2 way bike traffic on one path could create an opportunity for collisions. While it is used elsewhere in town, we should not be creating new paths with that feature. Widening road will unnecessarily impact landscaping and mailboxes on the south side of Little Kate.

Same comment as above. Too much…..

Don't like bidirectional paths for cyclists, especially ebikes as it creates opportunity for head on collisions

This will create confusion and an overall unsafe environment for traffic and bikes.

Different bike facility than seen throughout city. Compliance unlikely.

More chance of head on collisions. Keep it simple.

Solving a problem that doesn’t exist

Multi purpose pathways are worse than sidewalks and bike lanes

dangerous

Solution looking for a problem.

I prefer having a bike lane as an additional buffer to the sidewalk

Confusing. Bikers will keep using the sidewalk which is dangerous

too much space for cars. reduce lane width

wasting money

Existing bike lanes are safer because they divide bike traffic directionality. This avoids confusion. I can see with this model bikers riding side by side and coming at each other. Disrupts current road bed which was recently redone.

Bikes are going opposite to each other. Bikes and cars are going opposite to each other in close proximity. This design adds to the utilized right of way. It does not increase safety since there are still unprotected road and driveway crossings. There are multiple crossings in this short length of road. The bike land gives the illusion of safety without providing any real increase to safety.

This goes against what we are taught! Bikes go with the flow of traffic. People get nervous if a bike is approaching in the same lane.

Unusual bicycle flow vs. rest of Park City?

Confusing

DO NOT make cyclists ride against traffic!!!! Experienced cyclists will use a cycle path if it is traveling the correct direction with traffic. This concept will push experienced cyclists on to a narrower road. This concept will encourage beginning cyclists to cross traffic to get to path (if they need access from other side of street.) BAD IDEA

Bikers too close in opposite directions

Underage motorized vehicle use is a growing hazard. Facing a 12-year-old with limited strength and poor judgement coming at you at 20 mph or more is terrifying. This design increases the risk of injury to cyclists from juvenile motorized users, who are increasingly driving 80 lb machines at high speeds.

Non standard bike traffic confusing. Narrow walk way.

Barriers limit flexibility for drivers. Multi directional bike lanes are not safe.

Physical barriers. Two-way bike traffic could be hazardous, especially with e-bikers travelling at high speed (that's a problem you should be working to solve). Bike lane on only one side of road may encourage faster car speeds. A wider bike lane may encourage higher e-bike speeds.

Two way traffic for bikes could cause problems as people often ride two abreast

Two way bike traffic on same side of street, expensive

Too much

seems much more hazardous

Confusing to users since Little Kate would be the only bike-area on PC streets with bi-direction bikers; bi-direction bikers complicate pedestrians trying to safely walk to the MARC from south of it; confusing for those wishing to use Bus Stop on the South side of Little Kate

Encourages bikers to go faster

No greenery/landscaping

I just dont think it's necessary to re-engineer the whole road. I feel like the money could go more toward policing the speed limit.

PHYSICAL BARRIERS. Don’t like look or seasonal expense of moving! Increased maintenance budget!

Not conventional, confusing for motorists, possibly hazardous for cyclists

Rate your support for the 2b concept

Number ofvotes per option:

Strongly support	15% (14)
Somewhat support	7% (6)
Somewhat oppose	9% (8)
Strongly oppose	64% (59)
Don't know	5% (5)

What do you like about the 2b concept?

Text Responses:

separating bike traffic from pedestrian traffic

don't really like anything about this

nothing.

The bike path looks like a bike path and the narrow road will contribute to traffic calming.

Nicer application of 2a

I don’t like anything about it.

Nothing

same reason as above

Bicycle and cars separated by barrier. Also pedestrians and bikes separated.

It's a good separated path. Low stress

fully separated, wide, combined bike lanes.

Separates bicycles from pedestrians and autos

As I stated, I don’t know what problem we’re trying to solve here. The rate is just fine as it is right now.

Nothing

see above

nothing

Obviously the best, safest, most aesthetic, and most likely to increase use of bicycles as means of transportation.

Separate bike lanes

if the goal is safety - this provides it by separating the bikes from cars

Nothing

Beautifies the road

nothing

Nothing

Again, separated pedestrians and cyclists

Nothing.

Nothing

Nothing

Nothing

Separate bikes pedestrians and cars

safer

Nothing

The wide and separate bike lane - like the existing path on Holiday Ranch Loop

Bike trail presentation similar to holiday ranch loop, which is a great design!

full grade separate for bikes and peds is critical

nothing

Nothing

Pedestrians and ebikes are being kept separate.

not much

Too confusing

Nothing

Nothing

Yes, Copenhagen. Or even the 9 Line in SLC

Nothing

Aesthetics are good

nothing

Separation of modes. South side facilitates connection to holiday ranch path. Greenery/landscaping although it might be better in the sidewalk side

Nothing. Sounds like an engineer with a theoretical idea but not a practical one.

Nothing

What do you dislike about the 2b concept?

Text Responses:

not worth the investment vs what is currently in place

same as reasons above but looks more expensive to create and maintain

When the bike path is directly adjacent to the road for such a short stretch of road it is creating more danger. Cars are not looking for bikes especially bikes traveling at 15-20mph in the opposite direction from the flow of cars.

Ongoing landscape water use in buffer and cost.

Everything.

A complete waste of money. There is not a problem here. There is not a history of pedestrians and cyclists being hit or endangered. This is being push by residents who do not like the fact that there is traffic on Little Kate.

user confusion, more likely bike and car conflicts at intersections

same reason as above

The plants will be destroyed every winter by the salt. I still say bikes riding in opposite directions is unsafe.

Having to cross the road

just seems unnecessary.

more impervious surface, more impacts to existing road and residents

Same as 2a, plus unnecessarily expensive.

Bicycles are best served if allowed to travel on opposite sides of the road next to cars that are moving in the same direction (as in proposal 1a). May cause user confusion and disrupt vehicle traffic flow.

This is a stupid idea

Similar 2a response. Also probably the most expensive.

No barriers and raised bike lanes

Real waste of money. Very little gain for the money spent, snow removal...

Even more waste of money and we do not need “beautification “ of our streets since they are already beautiful!!!!

everything

Same as 1a, 1b and 2a ... not required. Waste of money

Too much effort for a problem that doesnt exist

No reason for this plan. Why rip up the road, cause traffic delays for months or years, and cost millions of dollars when there is no need! This is a very confusing plan and will cause lots of headaches and potential accidents.

REALLY dislike raised bike lanes - worst!

Same problems as 2a, with expense disruption, and serious safety concerns for two way traffic even if buffering were added. Trail would Need to be very wide to accommodate multiple groups, types of vehicles, trailers and bikes going in opposite directions. Two way traffic on a path works when the path and the adjacent road are very wide and spaced apart as holiday loop road is. Not enough space for this concept on little Kate.

Needs more explanation. Rendering would help. Sounds confusing

i suspect the cost

Oh goodie! Accidents waiting to happen for sure!!

same as 2a. two way bike traffic

This would be undoubtedly, an even more expensive alternative to the prior proposals, and in my opinion, a total waste of money. I doubt you’ll get a lot of “buy in” from the Homeowners on that side of the street also. Are we just looking for ways to spend additional money?

Seems like a total waste of money. Also narrows the road which is unnecessary. Don't fix what ain't broke

also confusion. The Majority of cyclists just want a wide shoulder and this jams all bikes together

User confusion - narrowed roadway

Still more chance for accidents. 2 people juts had a head on collision in NY with a concept like this and they both died. This be in a e-scooter and one in a bike. Way more confusion.

Raised lanes

Like 2a but worse due to potential issue with curb

probably doesn't operate that smoothly

HUGE GIGANTIC WASTE OF MONEY. Traffic already calm along Little Kate so adding features just subtracts from sidewalk, bike and pedestrian access.

Much more disruption for construction

Everything. Don’t raise a bike lane. That is confusing

Nothing

too much room for cars. reduce lane width

waste of money

Too much . We just removed all the flower barriers on rt 224..why repeat this experiment with added cost and impacts to drainage and neighborhood properties.

This design adds substantially to the right of way being utilized. Access for homeowners across the double divide is an issue for homeowners. Where is snow piled in the gaps for their driveways to go. This is not safer since unprotected road crossings and driveway crossings are still there and occur close to each other. It just gives the illusion of increased safety.

I don't think the large separation is needed. It's confusing when bikers and walkers go from Holiday Ranch Loop Rd to this concept. Need more consistency.

Everything

Confusion, cost

same as 2a

Nothing. Let’s do it!

Underage motorized vehicle use is a growing hazard. Facing a 12-year-old with limited strength and poor judgement coming at you at 20 mph or more is terrifying. This design increases the risk of injury to cyclists from juvenile motorized users, who are increasingly driving 80 lb machines at high speeds.

Overkill not necessary waste of money

Way too much construction for minimal gain. Two-way bike traffic could be hazardous, especially with e-bikers travelling at high speed (that's a problem you should be working to solve). A wider bike lane on only one side of road may encourage faster car and e-biker speeds.

Two way traffic on bikes could cause path

Expensive

Too much

makes more problems

Confusing to users since Little Kate would be the only bike-area on PC streets with dual-direction bikers; confusing for those wishing to use Bus Stop on the South side of Little Kate; City's snow-removal & street-sweepers cannot clear raised bike lanes; narrower road lanes cause me stress due to a number of drivers' inattention; they are not calming to me as a driver

Does sound confusing

That you haven't considered this before Ava went shared path without addressing community concerns

....potential for user confusion, and greater roadway impacts.

Invades property owners’ frontages, both bike directions adjacent to opposite vehicle travel is dangerous

Additional Project Feedback

What other priorities do you have for this project?

Number ofvotes per option:

Wider sidewalk	9% (12)
Traffic calming	20% (26)
Safer, more comfortable bike facilities	18% (23)
Improve walking	11% (14)
Reduced amount of roadway widening	21% (27)
Other	22% (28)

Text Responses:

very opposed to shared space vs separating peds/bikers - esp with the surge in e-bike

signage directing bikes to stay off the sidewalks

Don’t change it at all. Don’t waste money on it. There are better uses for the money in this city.

How about doing something to put laws in place for the electric dirt bikes and other Class 2 & 3 e-bikes that young kids are riding all over town and especially in the park city neighborhood. Its only a matter of time until one of these kids are going to be killed causing great harm and suffering to their family and the person who hit them.

I like the idea of slowing people down but that could be as simple as signs and cameras?

Enforce the current posted speed limit

painted stop signs and crosswalks,

No other priorities. Please leave Little Kate as is.

Don't change Little Kate.

More road narrowing and traffic calming

Minimal construction

Questionaire assumes project is desired by neighbour hood and supported by examination of dangers. What you have not done is present eveidence to support either assumptions

Do nothing

Bike travel at intersections must be clearly delineated

Paint the bike lanes! Blinkers on stop signs!

Traffic calming and safer bike lines can be significantly improve any perceived problems with reallocating uses by striping.

When did building physical barriers become such a priority for a town that has always existed with paths? Does the city have too much money?

Police enforcement with fines

Sidewalk in an area that currently has NO sidewalk. See below

Controlling budget expenditures for limited value

There is no issue with existing alignment. Leave it alone.

I think what we have works. It just needs to be tweaked slightly. Big changes are not necessary.

4 way stop at intersection of Little Kate and Lucky John

Enforce the speed limit for both bikes and cars, this is the real issue.

Speed humps with bike passthrus

See below - keep the curbs in place. Protect walkers from bikers/cars/road traffic. Don't widen anything.

Safer access to 3Blue bus stops (south side of Little Kate)

Do you have other feedback for the project?

Text Responses:

Pls take full-time park meadows resident feedback into careful consideration/prioritize

thanks for listening

The key to improved safety for all is regular and consistent enforcement. From our front deck on Evening Star, we observe frequent speeding and infrequent stopping at the stop signs on Evening Star and Little Kate. Enough with the warnings-write tickets with substantial fines. These may help drivers understand that PC is committed to dog safety, the safety of the few kids who can afford to live in PC, the safety of pedestrians and cyclists. I can provide license plate numbers of regular violators if you wish. Enforcement is expensive but much cheaper than large lawsuits against the city for traffic negligence leading to injuries and deaths.

It seems like we should have wide shared paths on both sides of the roads, clearly signed for pedestrians and bikes under 20 miles an hour, and make the road really narrow.

We don’t believe narrowing the roadway leads to traffic calming. That’s a fantasy! If anything, it makes the roadway more dangerous.

Again, I am very much apposed to this project as there is not a problem today. None of these project will reduce traffic on Little Kate not will it slow down perpetual speeders. Its unfortune for people who live on Little Kate that traffic has increased significant over the years. However, that holds true for every other through street in Park City.

Request more car speed enforcement and fines. More traffic calming on Holiday Ranch Loop approaches to Little Kate

Regarding the options above, I would defer to the residents who live along Little Kate whose property would be impacted the most by any new lanes. This project seems less necessary than the deplorable state of the Park Meadows sidewalk along Meadows Drive between SR224 and Crestline Dr. City staff should take a walk on that sidewalk and you'll see what a disgrace it is, with many large cracks, weeds growing up in the cracks, and soil washed out from the unsecured soil berms along the sidewalk near SR 224. Many residents walk this sidewalk every day to recreate, catch a bus, and view the lovely wetlands and wildlife. Why has the city ignored the maintenance of this sidewalk for so long, while planning big new projects?

Please dont change what's working. 1B and 1A are good keeping bikes on different sides with an aestetic looking buffer between bike lane and car lane. Low profile.

I support the "Safe to School" suggestion.

Road widening should be very limited. and then in my opinion safety of students getting to elementary school is the other important priority. Improved sidewalks aren't super impactful to that, but separation of bike lanes and traffic are.

Sidewalks on Monitor Drive on the west side of the street, painting crosswalks and stop signs on the street.

As someone who lives on this corridor, the real issue is vehicle speed. If that many cars are going significantly over the speed limit, why aren't we ticketing more drivers? As soon as people start getting tickets, they will slow down. Widening the road or adding barriers reduces the human scale of the road and the neighborhood. Pretty soon, it will feel like a highway running through Park Meadows rather than a neighborhood street. Tackle the real safety issue - vehicle speed - rather than ruining the character of the neighborhood by creating a highway.

In general, there needs to be effective control of ebike speeds, and removal from pedestrian walkways.

It would be best to make the modifications consistent other with bike facilities that are typically seen throughout Park City

Don’t do anything, stop wasting or taxpayer dollars. The road is just fine.

It is good enough as is. What is the documented serious accident rate on the sidewalk, none? Any safety concerns in my opinion are just fear and not reality.

I seem to fill these things out and the City always does what it wants to do.

Please stop wasting money and listen to the locals.

why are you doing anything. We already have bike lanes and sidewalks. Walkers should be on the sidewalks and bikers should be in the bike lanes. I've never encountered any issues and I have lived in Park Meadows for over 35 years !!!

I have never ever been bothered by bikes or walkers on Little Kate. I have lived here for 30 years in the same house in Park Meadows. Keeping the traffic patterns the same makes sense to me. And I don't know the statistics on accidents or injuries on this street. Nor do I know what prompted the City to considerer any changes! And I liked the 25 MPH speed limit better for Little Kate. Thanks you.

Why not do a pilot project simulating the options?

Before asking what solution, ask the question ... is change to current bike lane required and supported by comunitiy and ducumented dangers of existing bike lane.

It seems to be a solution for a non existent problem

I have not not seen or heard of any accidents between bikers and cars on Little Kate Road. Cars are going around 25mph (speed limit is 20mph) and violates are pulled over. It remains a very safe road for pedestrians and bikers. More likely is bikers hitting pedestrians-- the kids on e-bikes go faster than the cars and do not remain in the bike lane. I haven't seen or heard of any accidents, but I have seen near misses.

Prefer separate sidewalk & painted bike lanes.

Little kate rd. Is an extremely busy built out street, with a major health facility in the middle. And PC high school nearby.Producing a large amount of traffic. Changes do need to be made in order to accommodate, growth and traffic. And the amount of new people on E-bikes. Widening the road is not possible due to the built out nature of the narrow street. Without great expense, disruption of street and sidewalk re-routing on the lawn side. Unless you turn the entire sidewalk into a multiple use path that is widened, the other options don't make much sense. Expensive, disruptive, but safest option for a narrow fast street.

Minimal disruptions would greatly be appreciated! Enforcement on kids on E bikes! Speeders running stop lights! Sit on my deck anytime and watch like we do! We love our neighborhood! Thank you! Please listen!

A much larger problem, that should be addressed is the LACK of safety provisions on Lucky John between the Little Kate and the paved path to the north field at the intersection of Meadows. Currently, No sidewalk connection exists from those paths. The road is very narrow and traffic speeds and the necessity to walk on the roadway is extremely dangerous when walking and two cars heading in opposite directions pass each other, i.e. two cars and one pedestrian in the same space.

As stated above, protecting everyone on a bike path and accommodating, everyone who is walking and driving can grow into a serious overreach by the city. Since when has walking on the sidewalk become so dangerous? I'm aware that there are now electric bikes to consider, but we can't widen every sidewalk and bike lane in the city and buffer it from traffic. I appreciate the families who want to keep their children safe, but I think this has become a bit ridiculous. I suspect that some type of increased taxes will be around the corner.

I ride my bike and/or drive this stretch of road everyday and see absolutely no problem with the status quo. Cyclists will alsways continue to use the road as it is much safer for us than a bidirectional pathway with walkers, dogs, strollers, and ebikers. There is already a sidewalk that can be used for any parents/kids trying to get to McPolin. Maybe just improve the Intersections at Holiday ranch/Little Kate and Little Kate/Lucky John to allow kids to get from the bike path to the sidewalk easier. Please just don't narrow the road to the point that we have nowhere to ride but right down the middle, as that just pisses off drivers and leads to conflicts. Don't fix what ain't broke, and please don't waste City or Federal money on it, there are much better uses of that money in town!

Maybe a traffic circle to slow traffic- on the corner of Lucky,John and little Kate.

I'm all for traffic calming and suggest adding stop signs at all intersections and particularly at Lucky John and Little Kate.

Enforce current configuration now with fines to determine if reconfiguration is even necessary. The biking and walking is seasonal. Traffic calming is necessary all year. Enforce the speed limit laws currently in place for the speed offenders!

I love the idea of improving what we already have with nicer bus stops. 1A is by far the best safest option for our neighborhood and our community!

No

Dont try to solve a problem that doesnt really exist

As a full-time resident of this community, I am opposed to this project and do not believe it is a necessary use of taxpayer dollars. Based on my experience using this road on a regular basis, pedestrian and bicycle traffic is average at best. I rarely see walkers or cyclists using this corridor, and the roadway itself is generally not heavily congested, and low speed limits minimize safety concerns. Given the current level of use (and mind you it is rarely if ever used 6 months out of the year), I do not see a demonstrated need for the proposed improvements. At a time when the city faces many competing priorities, I believe public funds should be directed toward projects that address more pressing community needs. Investing taxpayer resources into a project that appears to serve a relatively small number of users does not seem justified. Before moving forward, I encourage the city to provide clear data showing existing pedestrian and bicycle usage, projected demand, safety concerns, and a cost-benefit analysis demonstrating why this investment is necessary. Without strong evidence of need, I believe this project represents an unnecessary expenditure of taxpayer dollars. Thank you for considering my comments.

This area functions perfectly fine. There is probably one day per year where this area is used heavily and it is ride your bike to school day. Otherwise, the current situation is fine. If there is available funding, it should be used nearby. We need sidewalks from the easterly intersection of Little Kate and Lucky John going North along Lucky John/ Meadows Dr. to meet with existing walkway at the intersection with Sunny Slopes Drive. This is a corridor that currently has NO sidewalk at all.

Make safe bike lanes with a barrier of some sort, and make them wide enough. 4 foot doesn't give enough to pass.

Who dreams up this stuff? This is a massive waste of time and taxpayer resources.

I have never really had an issue walking or biking on Little Kate - is this necessary?

Looking forward to the improvements !

This needs to happen, one way or another.

take space away from cars. reduce lane width. 9ft lanes and a 15mph speed limit should be the rule for all neighborhoos streets

On April 16, 2026 I wrote to the city council regarding the idea of changing Little Kate dr. I did not get a response. You can read that email to the City Council to get my views

Leave it how it exists

Maintain concrete walk way for peds. Can increase to 6 feet plus rounded curb for safety.

A new sidewalk would be nice. The bike lanes should say ebikes (as in encourage them to ride there). The sidewalk should indicate it is for pedestrians and children not any ebikes.

I don't think there is a huge need to change anything.

Separated/raised bike lane connections to points beyond? Particularly Holiday Ranch Loop, Monitor, etc, please!

The biggest problem I encounter as a pedestrian: countless bikers using the sidewalk to ride on rather than the well-marked bike lane right next to the sidewalk. Would they continue to do this even after PC spends $$ on bike lane mitigations? Probably. They don’t seem to care.

We like it the way it is... We feel very safe riding our bikes in this corridor with the recently widened bike lanes.

Unless your traffic designers have spent significant time walking or pedaling on paved pathways such as the Millenium Trail, McLoed Creek Trail or Redstone Center Trail, they really have no sense of how frequently there is dangerous and uncomfortable interaction with kids on heavy, high-speed motorized vehicles. These machines are heavy and very fast, and well beyond the skill and strength level of many of the users. Talk to tearful walkers over 70 years old and you will hear non-stop stories of near- misses from a population that knows that a broken hip at their age is a death sentence. Every parent and junior high student knows that Park City and Summit County will not enforce the new e-bike laws. It is essential that transportation designers do all they can to separate pedestrian traffic from 20 mph or faster motorized traffic.

Solutions looking for a problem.

Why are we spending tax dollars on a problem that doesn't exist? If car traffic is a problem for bikers and pedestrians, install a couple speed breaks at much less cost and construction hassle. The largest danger I observe in travelling this stretch of road is e-bikers going too fast. A bit of enforcement of speed limits for e-bikers would go a long way to reducing danger on Little Kate.

Perhaps some signs showing speed to slow traffic, reducing speed limit.

Who wants this besides staff? Virtually no one…

Unless there is enforcement, bicycles will continue to ride in the middle of the road or outside of the bike lanes. Also, streets do not need to be narrower. With all the trucks and construction work, roads are barely passable. Leave Little Kate alone!

thank you for your efforts and time. Please consider lowering the speed limit to 15 - we have at least 3 limits in the area and it is now wonder cars just speed the same fast pace from one street to another. Thanks

Since I walk outdoors for miles every day, year-round, I would appreciate the project not spending so much on this, and instead extending pedestrian considerations to all of the streets coming into Little Kate in the vicinity of the MARC.Thank you for doing this study before beginning work!

Address the speeding issue. We could have a lot of people using our current set up happily and successfully if we didn’t have speeding bikes and cars. Making more room to speed (bikes) may make it a little safer for walkers and kids but I think it will be nominal and a lot of efforting and expense about nothing if the speed issue isn’t fully addressed for real.

I think the safest way to proceed is to possibly repair the existing sidewalks where they've been damaged by use. Other than that, I would not widen anything. I have lived in Park Meadows since 2000. I have not seen parents walking their children to school. I see them in cars and I see them speeding on e-bikes. Occasionally I see adults riding regular bikes to school - which is wonderful. Especially when they stop at the stop signs and use safe hand signals. Not sure how it makes sense for children and irresponsible adults to speed by on e-bikes and blow through stop signs. And we own/love our e-bikes. We're just not knuckleheads when we're on them. Why not just add a few bulb-outs like Main Street? I think making anything wider is a mistake and inviting unintended danger to the neighborhood.

Please don’t waste money on a problem that does not exist!!!!

Signage for approaching crosswalks, delineate crosswalks at Little Kate/Lucky John and others, with on-demand flashers that can be designed to not bother residences, better visibility of Stop signs at PCMARC t-intersection, make ALL bus stops ADA-accessible so that they get proper snow removal, provide safe walking access to and from bus stops (esp on south side of Little Kate) and adjust the wide intersection edges at Little Kate/Lucky John and others so that cars don’t whip around the corners and don’t “creep forward” into intersections due to visibility limits and then speed through these without watching for cross-traffic at the last second.

Citywide Projects Open House, June 2, 2026

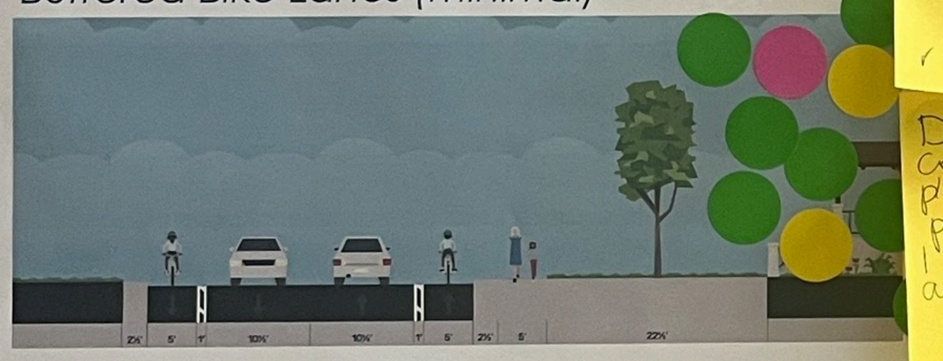
Little Kate Rd. Bike/Ped

Concepts | Alternatives

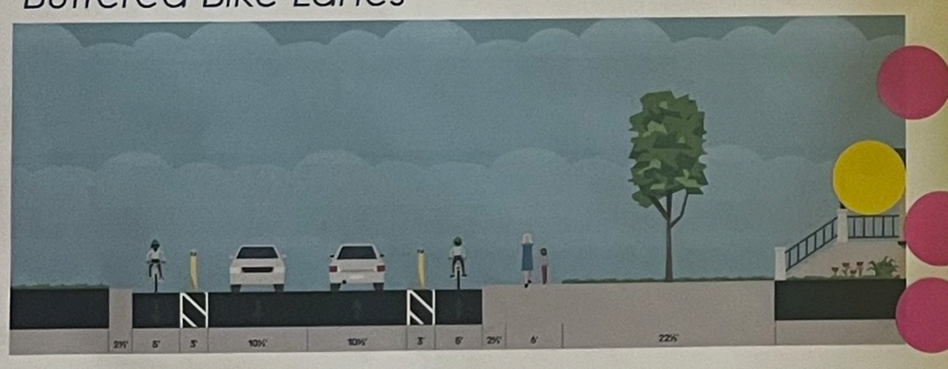
- Alternative concepts for Little Kate Road that better separate different users than the shared-use path
- Tradeoffs for concepts include different levels of separation from traffic, roadway widening, and traffic calming
- Incorporating additional community feedback into the next phase of design and City Council presentations

Existing

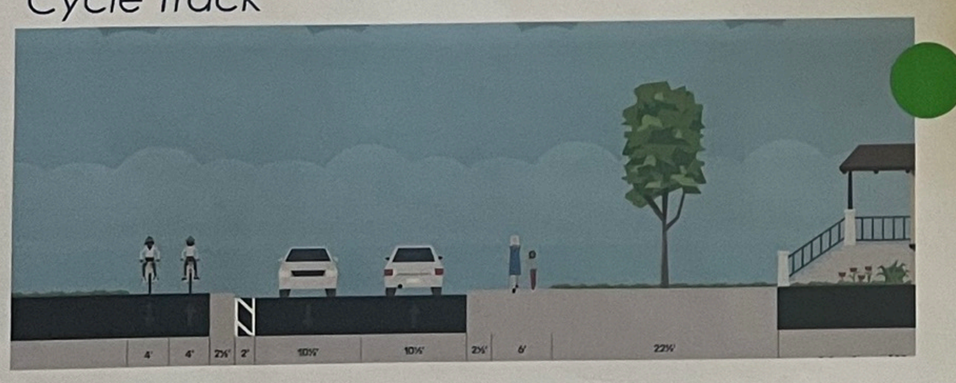
Buffered Bike Lanes (minimal)



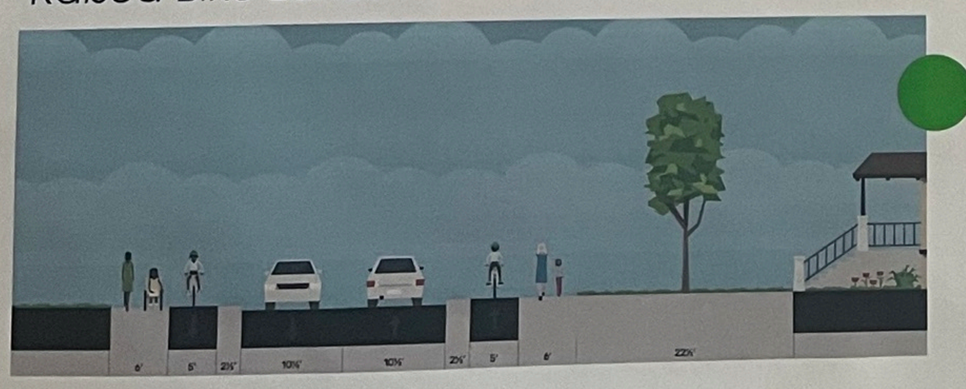
Buffered Bike Lanes

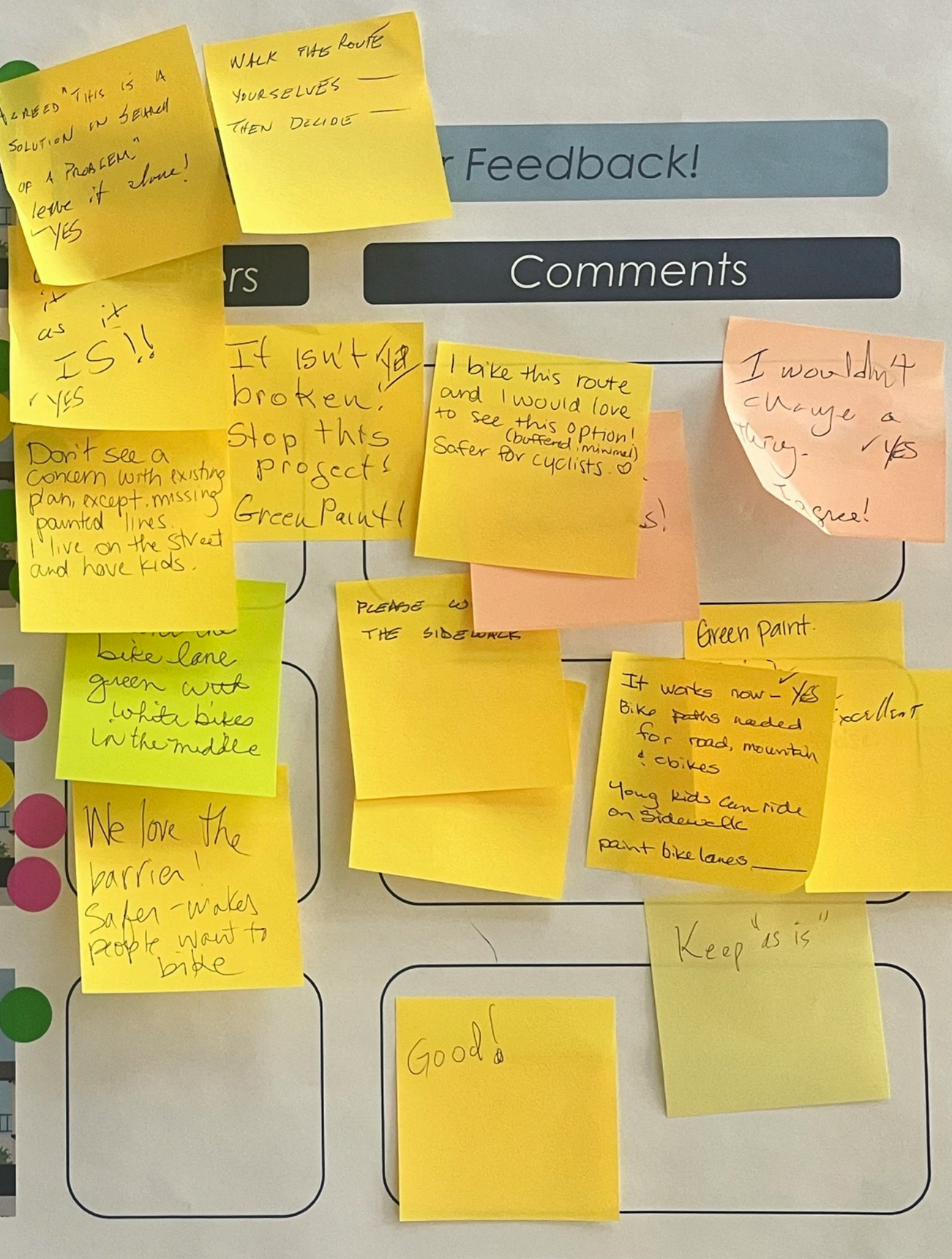


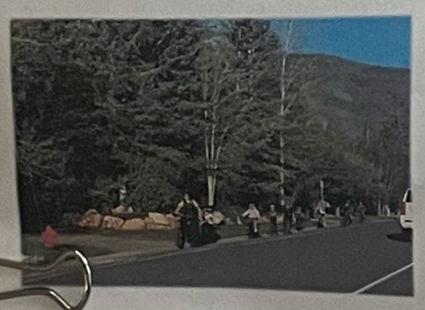
Cycle Track



Raised Bike Lanes







Help shape the future of Little Kate Road. The project team is seeking community feedback on concepts for safer walking and biking improvements, which will be refined based on public input.

Little Kata Sidewalk -

I walk LK frequently. I'd like a wider sidewalk. Lots of walkers on this road.

I like raised payment for bikers — makes it safer for young riders.

I walk the Little Rafe every day -
I ask people if they feel safe on
the existing road - to a person
they say yes - these are seniors,
bike riders, riders w/ pre-school kids
on bikes - Money is better spent elsewhere

Little Kate Kurt Bustinski

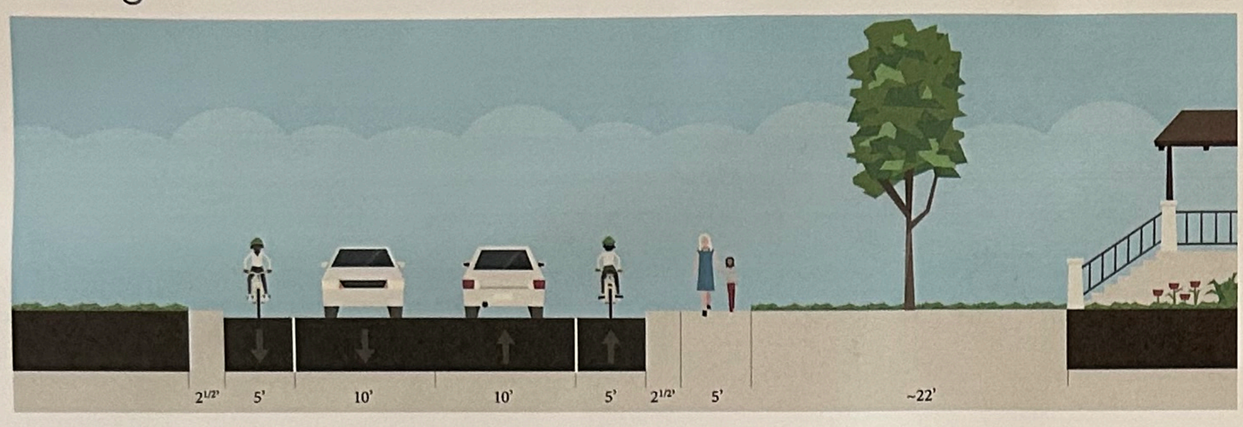
Everyone I've talked says to
leave it alone - there are much more
critical projects - e.g.,
Lucky John Loop little Falls to
North to path. It is a narrow
road that does not slow traffic →

Little Kate Project Open House, June 23, 2026

Little Kate Rd. Bike/Ped

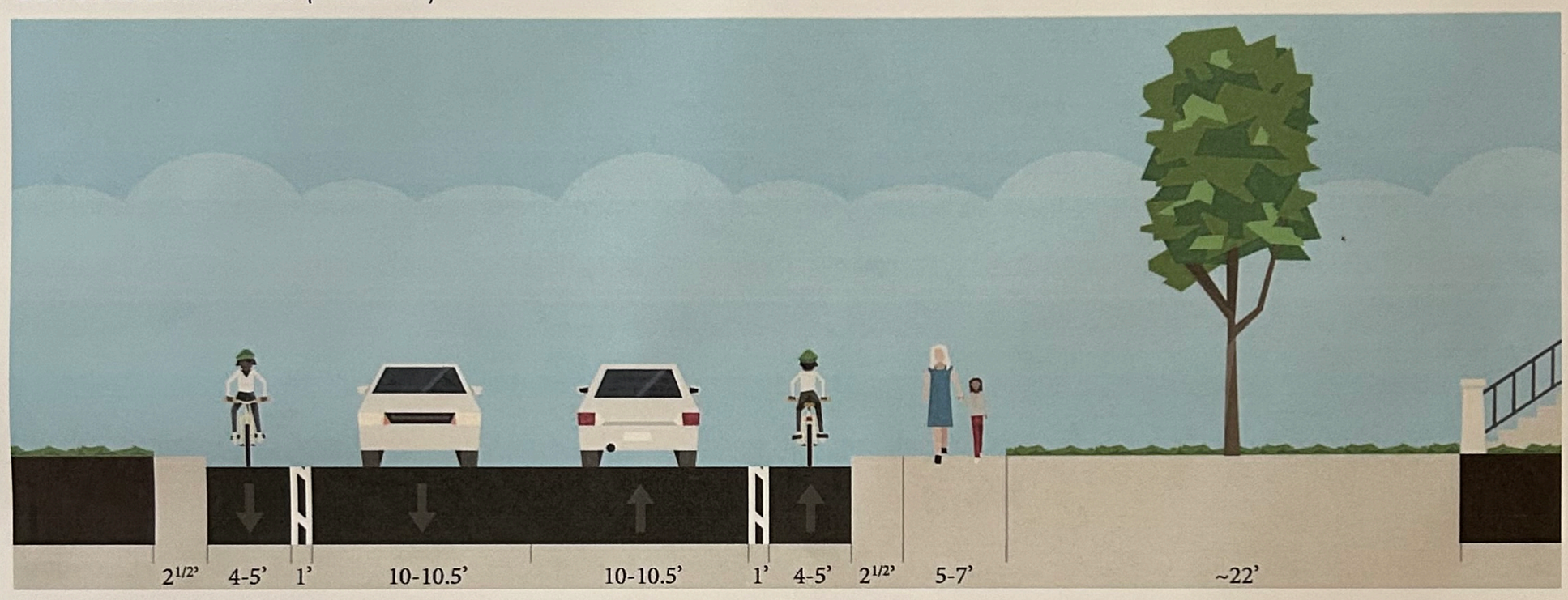
Concept 1a| Buffered Bike Lanes (Minimal)

Existing



Existing

Buffered Bike Lanes (minimal)



1 Foot

Buffered Bike Lanes (Minimal)

Benefits

- Separate spaces for pedestrians and bicyclists
- Limited roadway impacts
- Familiar roadway design

Considerations

- Bicyclists remain adjacent to traffic
- May not serve all ages and abilities
- Potential sidewalk use by some bicyclists
- Reduced winter bike lane width for snow storage
- Vehicles may continue to encroach into bike lanes

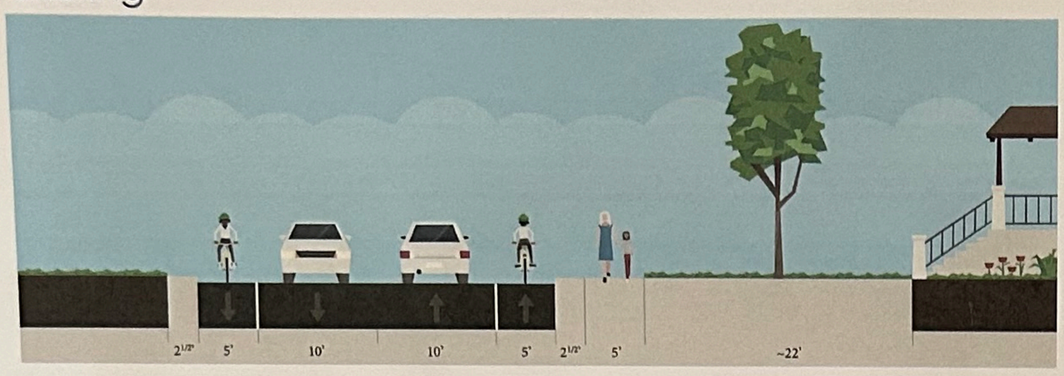
Share your Feedback!

Little Kate Rd. Bike/Ped

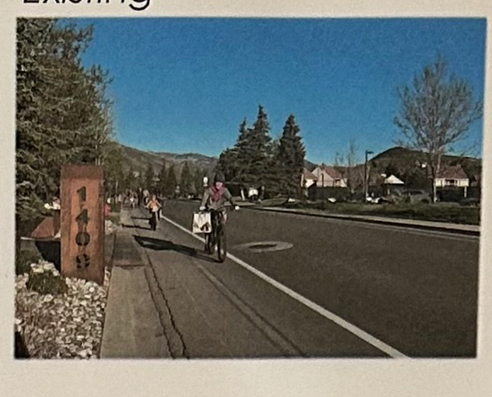
PARK CITY 1884

Concept 1b | Barrier Buffered Bike Lanes

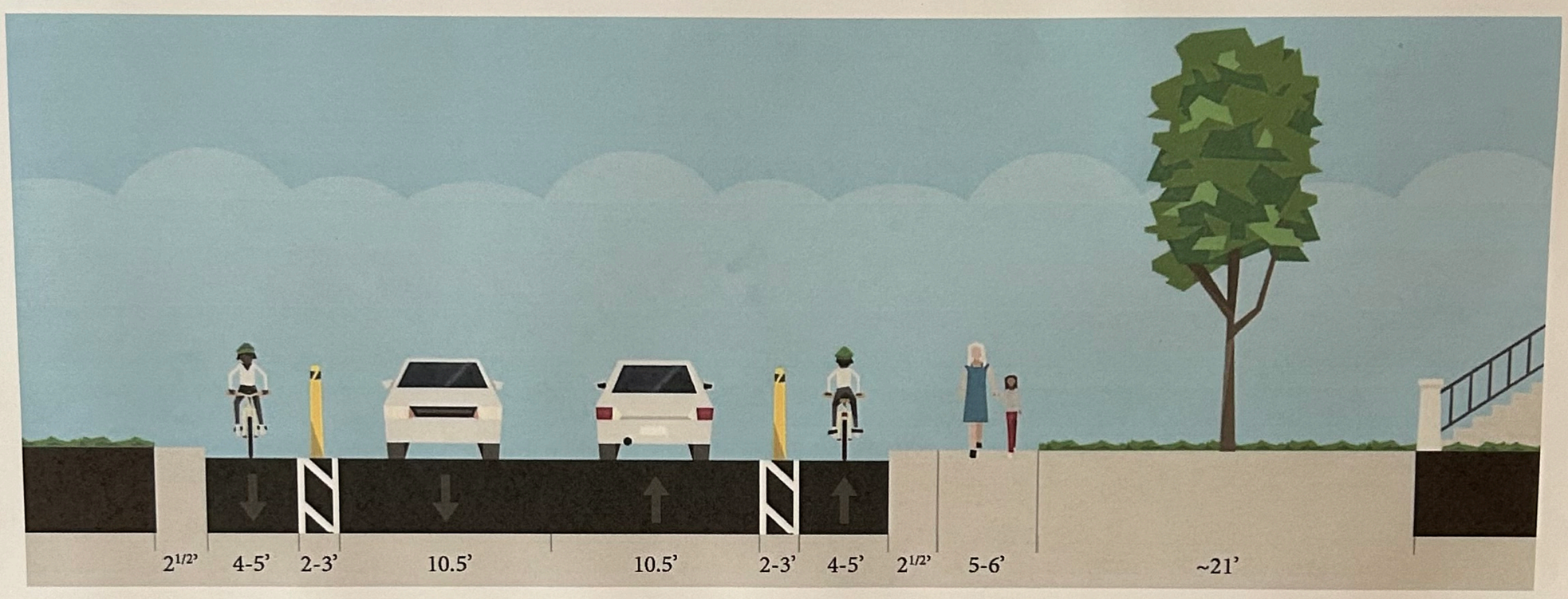
Existing



Existing



Barrier Buffered Bike Lanes



Barrier Examples

Armadillos

Curb

Flex posts

Barrier Buffered Bike Lanes

Benefits

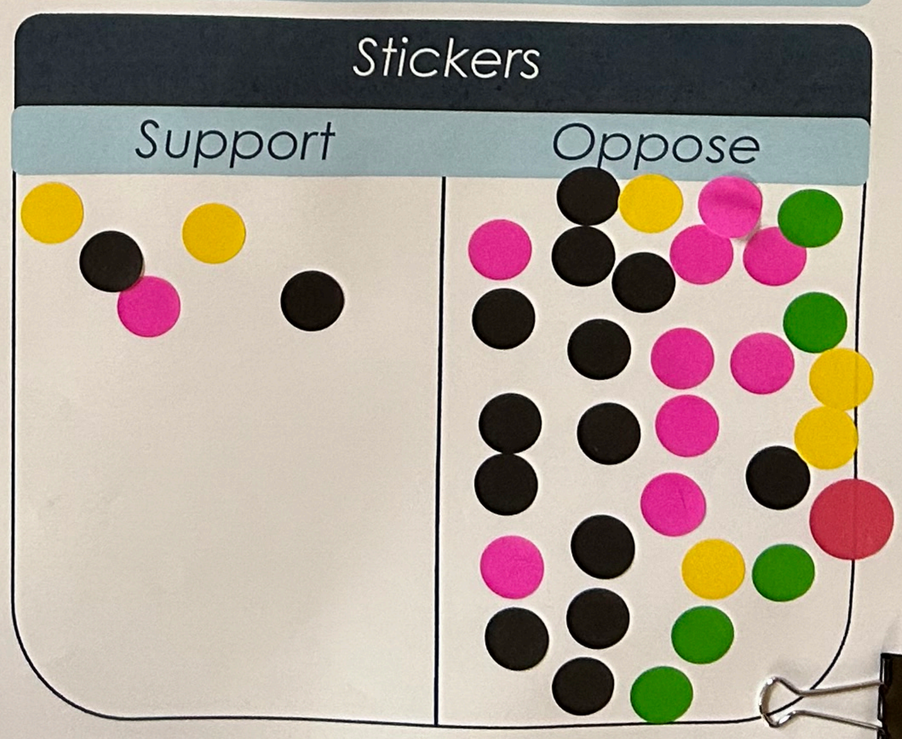
- Increased separation from traffic
- Dedicated space for walking and biking
- Potential traffic calming benefits
- Familiar one-way bicycle travel

Considerations

- Additional roadway impacts
- Seasonal barrier removal
- Less flexibility for roadway operations and parking activities
- Reduced winter bike lane width for snow storage

Share your Feedback!

Stickers

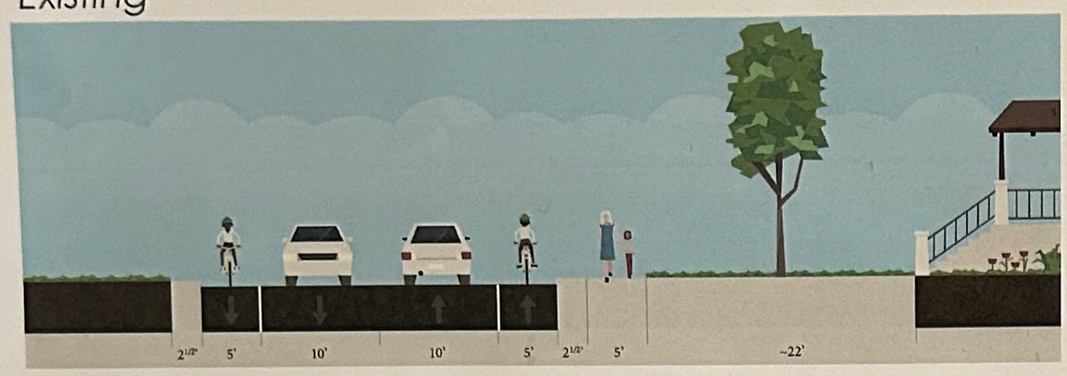


Little Kate Rd. Bike/Ped

PARK CITY 1884

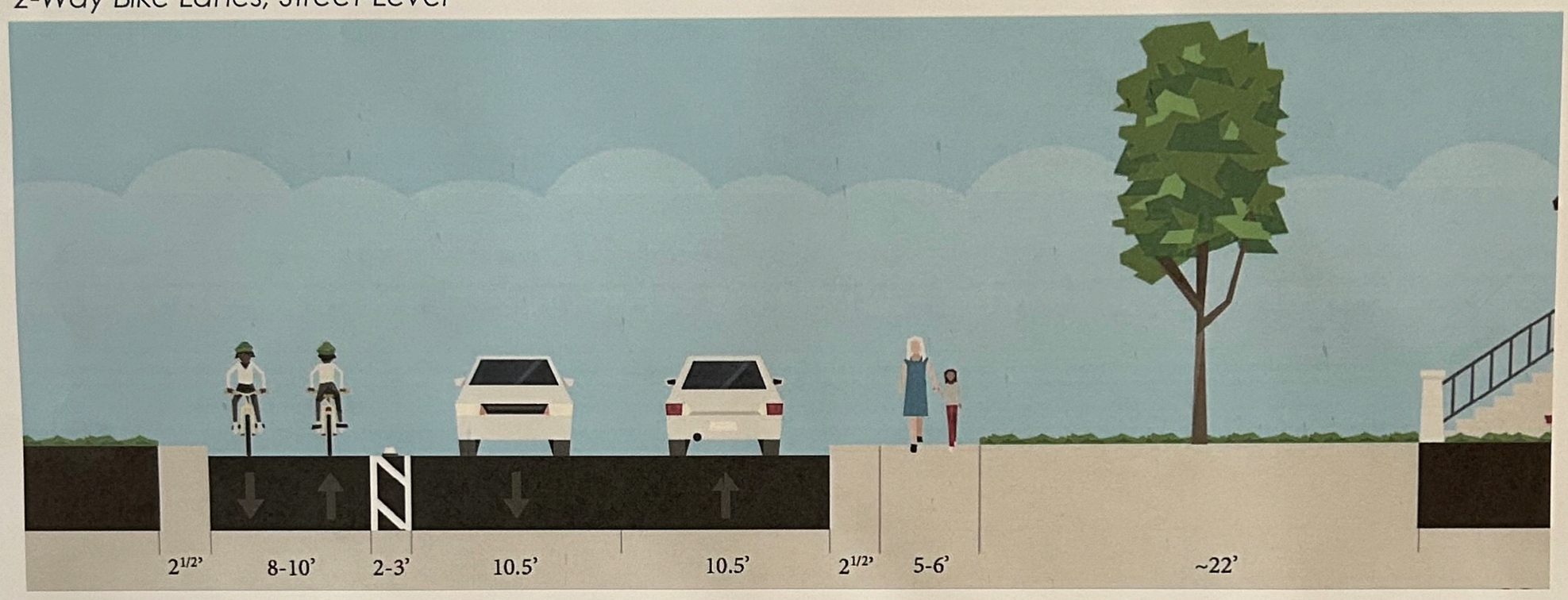
Concept 2a | 2-Way Bike Lanes, Street-Level

Existing



Existing

2-Way Bike Lanes, Street-Level



Barrier Examples

Armadillos

Curb

Flex posts

2-Way Bike Lanes, Street-Level

Benefits

- Dedicated space for walking and biking
- Potential traffic calming benefits
- Limited roadway impacts
- Direct connection to HRL path

Considerations

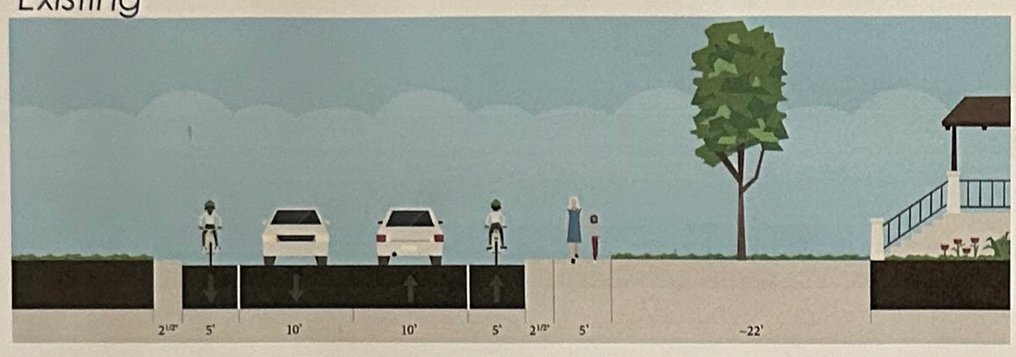
- Seasonal delineator removal
- Less flexibility for roadway operations and parking activities
- Reduced winter bike lanes width for snow storage
- Additional adjacent driveways

Share your Feedback!

Little Kate Rd. Bike/Ped

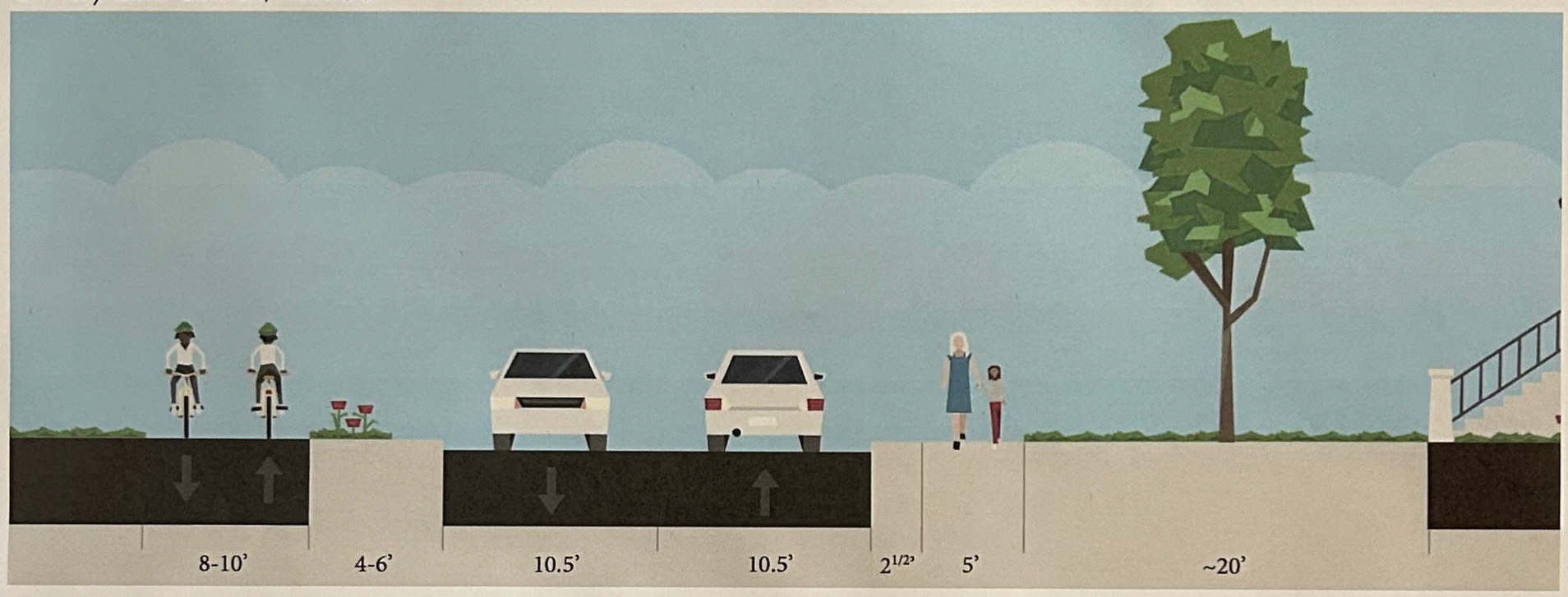
Concept 2b| 2-Way Bike Lanes, Raised

Existing



Existing

2-Way Bike Lanes, Raised



Benefits

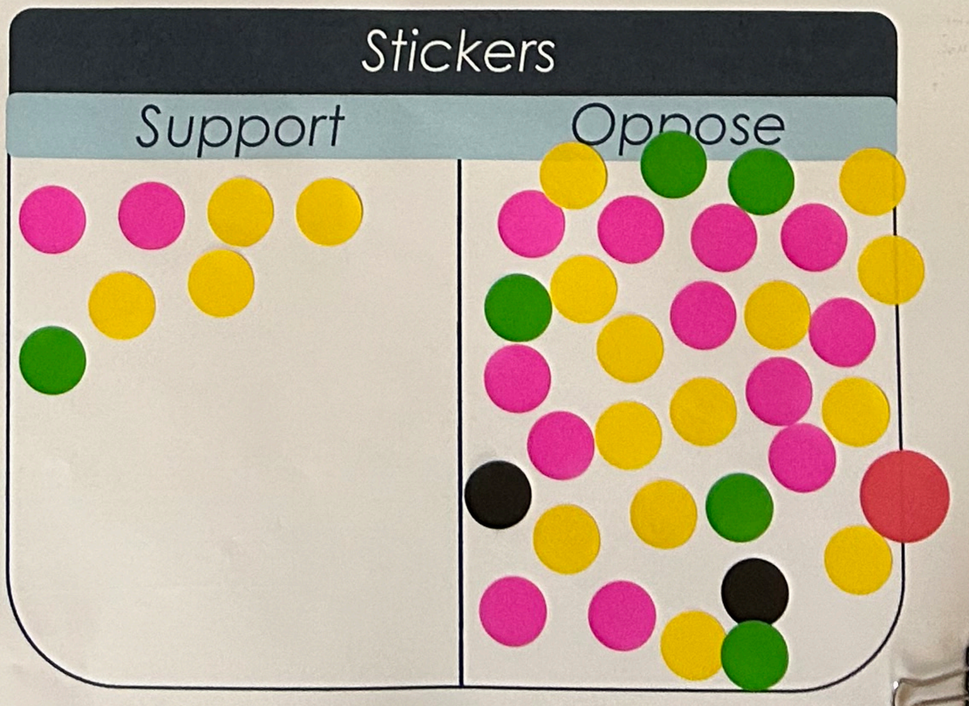
- Highest level of separation from traffic for bicyclists
- Traffic calming benefits
- Comfortable for all ages and abilities
- Direct HRL pathway connection
- Buffer can accommodate snow storage

Considerations

- New bike lane type for Park City
- Potential winter narrowing for snow storage
- Greater roadway impacts
- Additional adjacent property and driveway coordination required

2-Way Bike Lanes, Raised

Share your Feedback!



Name (Not Required): _____

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

I feel we have a traffic speeding problem. Separating bikes/ebikes may not solve the whole problem to make streets safe for everyone. I like bikes (pedal) and walkers allotted separate travel lanes. I wonder if ebike should share the vehicle lanes. If people drove the speed limit (20 mph) could ebikes travel in the same

Name (Not Required): _____

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

Rolled Curb (safer)

Bike path on south side of road. Pedestrians on north side of road.

Name (Not Required): _____

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

Understand importance of safety for all, including walkers, bikers, drivers, ebikers. However, bike blvd is challenging in a neighborhood versus miles of open space along a major roadway. It would be difficult to exit driveways for locals on Little Kate.

Name (Not Required): _____

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☑ **1b:** Barrier Buffered Bike Lanes
- ☑ **2a:** 2-Way Bike Lanes, Street-Level
- ☑ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

DO NOTHING. The construction itself would be more disruptive than any "good" any of the proposed ideas to change the status quo. As someone whose family uses these streets everyday for various activities, I feel strongly it is fine as is. Do not solve a problem that doesn't exist.

Name (Not Required): MIKE HUNTER

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

KEEP IT AS IT IS ✓
OR PUT IN ROLLED CURBS

Name (Not Required): Jon Seibert

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

1) Extra buffering is unneeded

2) Keep unidirectional bike lanes

3) Improve / upgrade sidewalk up to 6' total right of way

4) Minimize any increase in the ROWay that is used

5) Signage to separate ebikes from pedestrians

6) Encourage kids to ride on the sidewalk

Name (Not Required): DAVID STALEY

Concept you're providing feedback on:

#2 ☐ **1a:** Buffered Bike Lanes (Minimal)

#1 ☒ **1b:** Barrier Buffered Bike Lanes

☐ **2a:** 2-Way Bike Lanes, Street-Level

☐ **2b:** 2-Way Bike Lanes, Raised

☐ **General Feedback**

I'm in favor of keeping bikes riding on the same side of the street as cars! I also encourage ~~[illegible]~~ making the street physically narrower. Barriers are good (I think). People will drive slower if they feel the street is narrow!

Name (Not Required): Michelle Rankin 1409 Little Kate

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

Incremental change seems best for now. Perhaps there is a better-grander theme to address the needs of Holiday Ranch Loop, Little Kate, Lucky John and Monitor all in one go. Bring in consultants to meet with community groups (residents and community members) to build a collaborative plan. Work together. Plan once. Implement Right.

Name (Not Required): _____

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [x] **General Feedback**

Please don't build anything. It's not needed. Paint to differentiate lanes is worthwhile.

Put sidewalks on Lucky John. Add crosswalks those are needed to improve school commute safety

Name (Not Required): Steven Pickel

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

Name (Not Required): _____

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I'm in favor of 1A. Its the simplest ~~cost~~ way to accomplish what seems to be needed. I most definitely don't want ~~any~~ anymore yards taken away.

Thank you for your time on this project

Name (Not Required): Jeannine Seibert

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I highly support Safe bike travel for all. Ebikes are not std bikes. They need their bike lanes + they need to travel with traffic as other motor vehicles. I support a concrete sidewalk for peds, toddlers + parents, elem. school children safe ride to school. These users need seperation from bike lanes. Concrete sidewalk could be extended to 6 feet for comfort of all + not overly impose on property owners.

Name (Not Required): Clay Stears

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☒ **General Feedback**

I like the existing condition now that the paint lines have been moved further into the drive lanes - thus making the biking lanes wider and slowing down the car speeds

Please don't tear up the existing road...!!!

Name (Not Required): ARABY LEARY
(I live on Little Kate b/tw Red + Lucky John)

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal) ← OK if paint only
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☒ **General Feedback**

* like Park Ave, betw Beverly Rd + the Library

- It's just fine the way it is. Why would you want to do anything other than new paint for bike lanes? *?
- A 4-way stop at Little Kate + Lucky John would be awesome. Many close fender benders every day.
- Cross walks at Little Kate + Lucky John.

Otherwise everything works well! THANK YOU!

Name (Not Required): Not Required

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

Traffic calming

Police Presence more

Name (Not Required): Danny Glasser

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I worry that squeezing options 2a and 2b creates more risk to bicyclists. 1b seems costly for incremental value.

My hope is that better signage + ground painting improves the current environment

Name (Not Required): ED THIEL

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

ANOTHER STOP SIGN OR TWO

WIDER SIDEWALK PLEASE

Name (Not Required): Brian Schiller

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

no raised vehicle barrier - paint only

Name (Not Required): M2

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

I dont See Any Need to change it, As it is seems to work. No one has Been injured By a car. It wont Stop Speeding. Money Not well Spent.

Name (Not Required): Danielle Bean

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

It's not broken! Keep it with new paint!
48 years - No one died!

NO

Name (Not Required): Jane Osterhaus

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I favor 1a, if anything needs to be done
But please Add signage — no ebikes
on sidewalks + state there is a $50 fine
so there is an enforcement option.
Thanks.

Name (Not Required): _____

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☒ **General Feedback**

Would like to see more enforcement of EBIKE SPeeds
Add age enforcement

Name (Not Required): Hayden

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

All good!

In general, we need safer way for our kids to ride, scoot, walk on Little Kate. I am open to all options because all are better. I live off Little Kate w/ a 2 ¾ 5 year old. I am scared to let them walk (unrestrained) or ride to MARC or school bc slim space for buses, cars, construction & MY KIDS!

Name (Not Required): Adam Cole

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [x] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I think the best places in Park Meadows is Between fire station and 4 way stop, and Highschool Baseball fields to Mormon Church. Fast bikers can stay on the road where they can be seen easily at intersections & driveways. Slow bikers, Kids, & walkers are on a path a few feet off the road.

THANKS!

Name (Not Required): Cathy Van Dyke

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☒ **General Feedback**

What problem are we trying to solve? I don't see it.

Name (Not Required): Linda Belgiano

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☑ **General Feedback**

(Concept 1A) No change to sidewalks! Keep WALKers seperATE from bikers. & bikes are speeders. Not enough police to patrol 24/7. Let us WALKers continue to be "SAFE" while walking

Name (Not Required): MARJORIE

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

Why we are even presenting a change to the street. Stop spending unnecessary money on a problem we don't have!

Name (Not Required): _____

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☑ **General Feedback**

dont do anything
my 11 year old bikes to
Round Valley sufficiently now

Name (Not Required): R BANKS

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

IT IS ESSENTIAL NOT TO ALLOW FLEET BIKES NOT IN THE BIKE LANES. TO BETTER THE BUS STOPS SOUNDS LIKE A PLAN, BUT WIDENING LITTLE KATE DOESN'T MAKE SENSE

THANKS

Name (Not Required): SARA WELLS

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

My preferred option is to leave as is

"If it aint broke don't fix it"!

Thank you

Name (Not Required): Mandee

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

Perhaps install rumble strips in the 1' space btwn cars and bikes. I often observe that, yes, cars do encroach in the bike lanes & the strips might alert them

I notice you did not provide a space to "Approve" the existing situation, & I know at least 3 who would like it to stay "as is".

Name (Not Required): Roy Crandall

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

Anna, what's the solution to parking east of monitor.

435-602-0617

My vote is to leave Little Kate as is.

Name (Not Required): BO PITKIN

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

+ REMOVE DROP CURB AND ADD ROLLED CURB LIKE MONITOR + BONANZA + COMSTOCK + DV D

+ WIDEN SIDEWALK OUT FURTHER WHERE POSSIBLE

THANK YOU. BO

Name (Not Required): Stacey Walker

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

I am a full time resident of Park City for 46 years. I raised my children here, I have been an active walker of the neighborhood since 1980. I have never encountered an issue & would like Little Kate left alone & paint the existing bike lanes. Thank you

Name (Not Required): Joy Pace

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

Remove Drop curve and add Rolled Curve like monitor

Name (Not Required): Toby Tolpinrud

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

I live at 2424 Lucky John Dr. I ride, walk and drive on Little Kate multiple times per day. I have also had my Children in the past ride their bikes to school. We have never encountered a problem. Leave the path alone and simply paint the bike lanes bright green or yellow. Put the funds where they are needed more.

Thank You ☺

Name (Not Required): FRANci Eisenberg

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

Do Minimal Change
Keep e-bikes off all sidewalks
Keep all bikes in bike lane—Very painted-
visible to all cars
Paint Bike lane Bright Green
→ propose "pennies for paint" campaign for neighbors to donate unwanted pennies for bright green paint for painting bike lanes; Get neighbors invested to a minimal solution;

Name (Not Required): Jody Partridge

Concept you're providing feedback on:

- ☐ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☒ **General Feedback**

1A

Too Dangerous!

Cameras - auto speed tickets
Let Park City be a test City.
PC should be a leader in
Safe roadways
Send Someone to Utah Legislature

Name (Not Required): _____

Concept you're providing feedback on:

- [x] **1a:** Buffered Bike Lanes (Minimal)
- [ ] **1b:** Barrier Buffered Bike Lanes
- [ ] **2a:** 2-Way Bike Lanes, Street-Level
- [ ] **2b:** 2-Way Bike Lanes, Raised
- [ ] **General Feedback**

We love our road as-is. Its important to seperate the various forms of transportation. We do like the 20mph speed limit & support additional traffic calming through speed humps & most importantly we would like a Stop Sig at Little Kate & Lucky John.

Name (Not Required): Chip Hunter

2803 Lucky John

Concept you're providing feedback on:

- ☑ **1a:** Buffered Bike Lanes (Minimal)
- ☐ **1b:** Barrier Buffered Bike Lanes
- ☐ **2a:** 2-Way Bike Lanes, Street-Level
- ☐ **2b:** 2-Way Bike Lanes, Raised
- ☐ **General Feedback**

1A is the only Reasonable Solution.

BUT - JUST ADD STOP SIGNS

Little Kate Corridor Community and Neighbors

At the Park City Council meeting on April 30th, the latest proposal for the Little Kate Shared Pathway was shut down in a 3-2 vote, with council members citing significant community concerns and describing it as a solution in search of a problem.

At a previous open house in February, some residents supported elements of the proposal for children commuting to school. However, overwhelming public feedback indicated a strong general opposition to the proposal. Another open house in June resulted in mounting community interest in preserving the existing character of Little Kate Road.

Community Teamwork

A group of Park City residents and homeowners who frequent the Little Kate Road corridor have come together to help shape a functional and community-supported vision for the future of Little Kate Road. This grassroots effort was formed to encourage collaboration, listen to neighbors, and bring diverse perspectives together in a constructive and unified manner. Through open dialogue and a shared commitment to our community, participants have worked to identify practical solutions that balance safety, accessibility and neighborhood character.

Collective Consideration

While we recognize that not all residents and community members may be in full agreement, we hope to serve as a resource to the Park City Planning Commission and Park City Council by providing meaningful collective input and identifying areas of common ground.

We appreciate the opportunity to participate in this process. We respectfully request the perspectives and experiences of those who live, travel and recreate on Little Kate Road daily will be considered in future decision making.

Contributors and Active Participants

Michelle and Matt Rankin (1409 LIttle Kate Road - Holiday Ranch HOA Board Representative)

Jen and Ken Miller (1391 Little Kate Road)

Brad Forth (Lucky John Drive - Holiday Ranch HOA President)

Jon Wilson (Lucky John Drive - Holiday Ranch HOA Board Representative)

Shruthi Kinkaide (1901 Little Kate Road)

Stefanie Woywod (1730 Lucky John Drive - Holiday Ranch HOA Board Representative)

Katherine Fagin (2424 Holiday Ranch Loop Road - Holiday Ranch HOA Board Representative)

Kati and Graham Wagner (1251 Little Kate Road)

Stacey Walker (2203 Evening Star Drive)

Tim Thomas (2581 Holiday Ranch Loop Drive)

Christian Gschnitzer-Baernthaler (1588 Little Kate Road)

Eileen and Peter Kintner (2563 Monitor Drive- Holiday Ranch HOA Board Representative)

Hong McDonald and Mark Jacobson (970 LIttle Kate Road)

Jack and Jami Rubin (2748 American Saddler)

Jimmy May (3141 Round Valley Way)

Liz Henry (Lucky John Drive)

Sarah Hall (2750 Meadow Creek)

Don and Jeannine Seibert (Evening Star Drive)

Danielle Bean and Brain Schiller (Evening Star Drive)

James and Kelly Whitcomb (2432 Holiday Ranch Loop Road)

Mike Florance (2595 Lucky John)

**Other community members have been interviewed, but asked not to be added into public record for privacy concerns.*

Little Kate Road (West View)

The Problem:

- Speeding and distracted driving along Little Kate corridor.
- Safe travel to McPolin Elementary.
- Providing space for family riding, bike trailers, and daily commuting.
- The safe separation of pedestrians, cyclists, and e-bikes.
- Snow removal, maintenance, and driveway visibility.
- Fiscal responsibility and ensuring improvements address a demonstrated need.
- Improving general intersection safety for bikers and pedestrians, the area of greatest concern for young families.
- Heavily Increased ebike usage within Park City

Support for Change

- Greatest response was for "**no change**" but the community is willing to listen to options and find compromise..
- 4 out of Families who supported the original "Shared Path" responded to requests for input, and provided beneficial feedback. They agreed to find compromise within the options provided by the city.

Suggested implementations, regardless of solution chosen for the Little Kate Corridor:

- Speed monitoring devices.
- Rumble strips prior to stop sign intersections for vehicle and bike lanes.
- "No Ebikes" painted on sidewalks or curb design imprinted into concrete.
- Markings on ground for bicycles and ebikes indicating where to ride.
- Clear Safe Route markings.
- Improved crosswalks with dashed lines and "STOP" painted on the ground.
- Improved stop signs and points of visibility. Additional stop signs if needed.

- **Solution #1**

Enhanced Bike Lanes & Sidewalk Improvements

Features

- High-visibility green painted bike lanes. (Either painted in full, or sections of the bike path such as curves etc.)
- Consider widening bike lanes to 6 feet where feasible.
- Bicycle and e-bike symbols with directional markings.
- 7–8 foot sidewalk for pedestrians and younger riders.
- "Your Speed" feedback signs at strategic locations to increase driver awareness
- Install **"Safe Route Sidewalk Initiative"** pavement markings at intersections and periodic locations along longer sidewalk segments (explained below).

The SAFE ROUTE SIDEWALK INITIATIVE

Stamp a recognizable symbol on the designated safe route pathways for the SAFE ROUTES TO SCHOOL. This concept could be utilized throughout Park City.

- Parents feel it could help elementary children understand the route to school.
- Pedestrians feel the symbol identifies the possibility of elementary children on the sidewalk commuting to school, and feel comfortable with them on bicycles on the widened sidewalk.
- These symbols (with additional arrows) to cross at intersections encourage children to choose safety.
- Implement at all SAFE ROUTE crosswalks anywhere within the community that may access a school or community resource.

Pros

- Incremental improvements with minimal construction impacts.
- Encourages walking and cycling while preserving roadway functionality.
- Supports safer routes to school for children of varying ages and abilities.
- Maintains separation between pedestrians and cyclists.
- Preserves the character and neighborhood feel of Little Kate Road.
- Minimal impact on snow removal, emergency access, mail delivery, and roadway maintenance.
- Lower cost than major roadway reconstruction.
- Can be implemented in phases as funding becomes available.
- Supports community-led programs such as a "Bike Bus" for school commuting.
- Bike lanes can be used for additional snow storage (temporary)
- Improves visibility and awareness for all road users.

Cons

- Does not provide a physical barrier between cyclists and vehicle traffic, which some cyclists or parents may prefer,
- Some parents stated "nothing seems to have changed".

Questions

- Is a 6-foot bike lane feasible within the available roadway width?
- Can Safe Route markings be incorporated into the City's existing Safe Routes to School program?

Potential Compromise

- Serves as a greater calming effort than the faded white lines that exist now.
- This **appeases the community** with small and incremental changes.
- Our community is in full agreement to install Speed Monitoring Devices. (Monitoring East bound in front of Holiday Ranch HOA 'Triangle Lot' and between the Racquet Club/MARC Pickleball courts monitoring West bound).
- Widening the bike lanes.
- Improvements to the intersections only.

Conclusion

- Builds upon existing infrastructure rather than replacing it.
- Provides targeted safety improvements while maintaining neighborhood character and roadway function.
- Balances the interests of some residents who supported the Shared Pathway concept and those who preferred minimal changes.
- Represents a practical, cost-effective compromise that encourages walking and cycling while addressing many of the concerns raised by the community.

Solution #2

Bike Lanes with Temporary and Segmented Bollards

(All features identical to Option 1, with added vertical temporary bollards)

Features

- High-visibility green painted bike lanes.
- Consider widening bike lanes to 6 feet where feasible.
- Bicycle and e-bike symbols with directional markings.
- 7–8 foot sidewalk for pedestrians and younger riders.
- Install "Safe Route" pavement markings at intersections and periodic locations along longer sidewalk segments.
- "Your Speed" feedback signs at strategic locations to increase driver awareness and reduce speeding.
- Flexible bollards installed in select locations to provide additional separation between cyclists and vehicles.
- Bicycle and e-bike symbols with directional markings.
- Intermittent placement focused on longer roadway segments with fewer driveways and conflicts.
- Potential locations include the golf course frontage and portions near the MARC.
- Can be implemented as a temporary or pilot project before permanent installation.

Pros

- Maintains separation between pedestrians and cyclists.
- Encourages walking and cycling while preserving roadway functionality.
- Supports safer routes to school for children of varying ages and abilities.
- Improves visibility and awareness for all road users.
- Incremental improvements with minimal construction impacts.
- Preserves the character and neighborhood feel of Little Kate Road.
- Minimal impact on snow removal, emergency access, mail delivery, and roadway maintenance.
- Lower cost than major roadway reconstruction.
- Can be implemented in phases as funding becomes available.

Cons

- City Planning has indicated bollards are frequently damaged and require maintenance.
- Numerous driveways, bus stops, and intersections limit installation opportunities.
- Likely only feasible in short, intermittent segments.
- Can create challenges for maintenance, snow removal, and emergency access.
- Does not address the primary safety concern: intersections.
- Challenges exist as to whether or not this is feasible with dimension constraints.
- Visually an urban approach and does not appease the "neighborhood esthetic."
- May be constricting and claustrophobic to a cyclist.

Potential Compromise

- Limited, intermittent use of temporary bollards in select locations.
- Possible locations include the long stretch adjacent to the golf course and portions near the MARC.
- Could serve as a visual reminder for drivers without creating a continuous barrier.
- Must address intersections in order to feel like a compromise. (Areas leading up to the stop signs)

Key Questions

- Why the extreme jump in protection for Little Kate and not from 224 or Kearns?
- What setback requirements apply near driveways, bus stops, and intersections?
- Given these restrictions, where could bollards realistically be installed on Little Kate Road?
- Is the road wide enough for this concept?
- What would a transition look like at intersections?

Conclusion

- Unlikely to be practical as a corridor-wide solution.
- Provides localized benefits but does not resolve intersection safety concerns.

Solution #3

Bike Boulevards on northside (or southside) of the road

Features

- Two-way bicycle facility located on the north or south side of Little Kate Road.
- High-visibility green pavement with bicycle and e-bike symbols and directional markings.
- Strategic use of bollards where permitted by local and state regulations.
- Dedicated space separating cyclists from pedestrians and vehicle traffic.

Pros

- Separates cyclists, pedestrians, and vehicles.
- Highly visible facility that clearly defines bicycle space.
- Consolidates bicycle traffic into a dedicated corridor.
- Northside placement would avoid crossing over the middle of Little Kate road to access the driveway entrance to the MARC parking lot.
- Parents felt they could ride in the boulevard while their small child could ride parallel on the sidewalk.

Cons

- May encourage vehicle acceleration in the remaining roadway due to the wider open asphalt area.
- Drivers may travel closer to curbs, mailboxes, and parked service vehicles.
- Increased conflicts at driveways where cyclists and vehicles intersect.
- Mixing ebikes and very young riders may present speed and safety issues.
- Creates a design that is not currently used elsewhere in Park City, reducing consistency with other neighborhood streets and bicycle facilities.
- Bollard placement may be limited by regulations governing setbacks from driveways, intersections, crosswalks, and bus stops.
- Mail, delivery, landscaping, utility, and service vehicles may obstruct traffic when stopped along the roadway.
- Creates a design that is not currently used elsewhere in Park City, reducing consistency with other neighborhood streets and bicycle facilities.
- Concerns from south side residents regarding high speeds need curb/driveway/mailbox area.
- Lacks a walking safety buffer along the south side to approach bus stops (3-Blue)
- North and south side residents have expressed drivers will not have ample stopping time for cars to pull out of driveways.
- Blind spots when approaching the end of driveways.
- Homeowners already report thousands of dollars of damage every year.

Questions

- How would cyclists safely transition in and out of the bike boulevard?
- What treatments would be used at intersections and driveway crossings?
- Where could bollards realistically be installed given setback requirements?
- How would snow removal and maintenance be managed within the facility?
- Would cyclists be required to cross Little Kate Road to access key destinations?

Conclusion

- Provides strong visual separation between transportation modes.
- Creates a unique facility that may appeal to some users but introduces new operational and safety considerations.
- Success would depend heavily on safe intersection design, driveway treatments, and clearly defined transitions, snow removal options and driver responsibility.
- Further analysis is needed to determine if the benefits outweigh the potential conflicts created by concentrating all bicycle traffic on one side of the roadway.

Solution #4

Continue the Holiday Ranch Loop Asphalt Path to Little Kate Rd

North Side - East view

Features

- 8-foot asphalt path on the north side of the roadway.
- "No Bikes" symbols at designated transition and crossing locations.
- On-street bicycle lanes with bicycle and e-bike symbols and directional arrows.
- High-visibility dashed crosswalks at Monitor Drive, including crossings on both east and west corners.
- Provides an additional crosswalk connecting the bus stop area to the existing sidewalk network.
- Improved bus stop visibility on both sides of the roadway for eastbound and westbound traffic.
- Enhanced connectivity between Holiday Ranch Loop Road, Monitor Drive, and Little Kate Road.

Pros

- Parents felt it was a compromise to the original design. Separating bikes, pedestrians and vehicles.
- This continuation of the black asphalt acts as a guide to those not familiar with the area. Tourists and community members who utilize the trail system will be intuitive to use the asphalt path when commuting or recreating.
- Uniform in design to what already exists in Prrk City Trail system.

Cons

- Would require utilizing easement from North or South side of the road.
- Major construction of the roadway.
- Concerns regarding mail delivery and garbage collection from homes where this is would be implemented.
- It doesn't seem to fit within the given width allowance of the project.
- Concerns regarding ebike usage on the path
- Block asphalt without shade, cause of concern to pet owners in regards to hot surface and paw burns.

Concerns

- May introduce a more urban appearance that differs from the existing residential character of Park Meadows.
- Increased pavement markings, signage, and roadway treatments may be viewed as visual clutter.
- Snow removal, snow storage, and winter maintenance requirements would need further evaluation.
- User conflict will increase.
- Potential impacts to north-side residents, including driveway visibility, mailbox access, and backing movements.
- Questions remain regarding long-term maintenance responsibilities and operational impacts.
- Is it just a narrower shared path?

Key Questions

- Does this function similarly to a shared-use path despite being narrower than the original 12-foot proposal?
- Does the design effectively separate pedestrians, cyclists, e-bikes, and vehicles while reducing user conflicts?
- Would families view this as a reasonable compromise that improves safe routes to school without requiring a full shared pathway?
- Does concentrating pedestrian crossings and bicycle facilities improve cyclist visibility and safety at intersections?

Potential Compromise

- If it fits within the existing allowance for implementation- some parents felt their child safety concerns would be satisfied.
- Community members did feel it would be a continuation of what already exists in Park Meadows on Holiday Ranch Loop Road.
- Cyclists supported that this design kept them on the road without constricting barriers.
- Potentially using painted ground signs such as "no e-bikes" and cyclist markings on the street will encourage separation.

Conclusion

This concept opened a discussion regarding continuity within the community, and even sparked the questions- why are we piecing together the neighborhood? Would it not be a better idea to look at Park Meadows as a one unit project?

While some families may view this as a practical middle-ground solution, interviews with other residents and community members still did not favor this design. Cyclists and ebikes may still feel invited to utilize the asphalt.

Solution #5

Two-Way Protected Cycle Track with Raised Landscape Buffer

Features

- Two-way bicycle facility located on one side of the roadway.
- Raised concrete barrier separating cyclists from vehicle traffic.
- Landscaped buffer within the barrier featuring low-maintenance shrubs, native plants, and seasonal flowers.
- Dedicated bicycle and e-bike pavement markings with directional arrows.
- Sidewalk connections and designated crossing points to adjacent neighborhoods and destinations.
- Speed-monitoring signs and enhanced visibility treatments at key locations.
- Physical separation between cyclists and vehicles throughout much of the corridor.

Pros

- Provides the highest level of separation between cyclists and vehicle traffic.
- May increase comfort and confidence for children, families, and less-experienced riders.
- Creates a clearly defined bicycle corridor that is highly visible to motorists.
- Landscaping may improve aesthetics compared to bollards or painted-only facilities.
- Could encourage greater bicycle use by reducing perceived conflicts with vehicles.
- Creates a continuous connection between key destinations and school routes.
- Strong support from families with small children

Cons

- Requires significant roadway width and may reduce flexibility within the corridor.
- Higher construction and maintenance costs.
- Landscaping requires ongoing irrigation, maintenance, and replacement.
- Snow removal becomes more complex due to the raised barrier and planted areas.
- Emergency access, utility work, and maintenance operations may be more difficult.
- Easement will need to be enacted.
- Cyclists (young to elderly) worry about ebikes in this confined space.
- Least level of support from residents on the south side of LIttle Kate.

Concerns

- May introduce a more urban appearance that differs from the traditional Park Meadows character.
- Potential impacts to driveway access, visibility, mail delivery, and resident operations.
- Additional maintenance obligations associated with vegetation and barrier upkeep.
- Potential accumulation of snow and debris within the protected facility.
- Drivers backing from driveways may have reduced sightlines depending on landscaping height.
- Questions remain regarding long-term costs relative to demonstrated usage levels.
- Some property owners felt upset that property line would be compormised

Key Questions

- Is the available roadway width sufficient to accommodate this design without negatively impacting vehicle operations?
- How would cyclists safely enter and exit the facility at intersections and neighborhood connections?
- What landscaping standards would be necessary to preserve driveway visibility and safety?
- How would snow storage and winter maintenance be managed?
- Would this facility provide measurable safety benefits beyond enhanced bike lanes and targeted intersection improvements?
- Does the anticipated bicycle demand justify the additional infrastructure?
- Does this solve the e-bike problem?
- Could we put markings that ebikes are not permitted in this path? Cyclists only?

Potential Compromise

- Only installed around corners and in long straight aways, as not to impact homes and properties.

Conclusion

All interviewed acknowledged this concept provides the greatest level of physical separation between cyclists and vehicle traffic and may appeal to families seeking a highly protected riding environment. By parents with small children, it was one of the most desired in regards to plans proposed by the Engage Park City website. This was also one of the least desired by south Little Kate residents.

The design introduces substantial construction, maintenance, operational, and aesthetic considerations that must be carefully evaluated. While the landscaped buffer softens the appearance of a traditional protected bike lane, concerns remain regarding snow removal, driveway visibility, long-term maintenance costs, and compatibility with the residential character of Park Meadows.

The success of this concept would depend on whether its safety benefits justify the increased complexity, expense, and neighborhood impacts compared with more targeted improvements such as enhanced bike lanes, intersection upgrades, and speed-reduction measures.

INTERSECTION CONCERNS

Monitor Drive and Little Kate Road Intersection

Existing Concerns

- Parent feedback has been overwhelmingly focused on intersection and crosswalk safety.
- The stop sign at the south corner of Little Kate Road and Monitor Drive has limited visibility.
- Residents report that drivers occasionally pass stopped buses by crossing into the oncoming traffic lane.
- Northbound vehicles on Monitor Drive turning left have difficulty seeing vehicles passing a bus, creating potential conflict points and reported near-collisions.
- Winter road conditions can reduce visibility and increase stopping distances, making it difficult for drivers to see and react to the stop sign in time.
- Existing bike lanes are visible but could be enhanced with higher-visibility treatments.
- There is currently no signage or pavement marking guidance regarding e-bike use of the bike lanes.
- Residents have observed cyclists using the sidewalk near the MARC driveway entrance to access the bike lane at the curb transition, indicating potential confusion about the preferred route.

Possible Solutions to LIttle Kate Road and Monitor Drive Intersection

Features

- Upgrade crosswalks with high-visibility markings.
- Improve stop sign visibility through larger signage, reflective backplates, or enhanced pavement markings.
- Add advance stop-warning signage approaching key intersections on both sides of the road (North and South, visible from the East and West drivers).
- Increase green pavement markings through intersections and conflict areas.
- Install bicycle and e-bike pavement symbols with directional arrows.
- Evaluate curb ramps and bike lane transitions near the MARC driveway.
- Consider pedestrian refuge areas or other intersection-specific safety improvements where feasible.
- Expand Safe Route markings at key crossing locations to reinforce preferred routes for children.
- Rumble Strips or tactile markings in the road prior to intersection. This would also be implemented in bike lanes.
- STOP painted on pavement as markings to cyclists as well.

Pros

- Universal agreement to update and make crosswalks more visible.

Cons

- No cons provided in feedback

Key Question

- If intersections are the community's primary concern, should resources be focused on targeted intersection and crossing improvements before pursuing larger corridor-wide changes? Perhaps a piloted project or approach to improve intersections now, and the road later?

Conclusion

- The most consistent feedback from parents and residents has centered on improving intersection visibility, crossing safety, and driver awareness.
- Addressing these concerns may provide the greatest safety benefit while preserving the existing character and functionality of Little Kate Road.

Consider Additional Signage and Markings for all intersections and crossings

- Small three-way stop under the stop signs.

- High visibility crosswalks with STOP paint

- SLOW stamped paint marking in the roadway in areas where speeding occurs most or before curves where drivers accelerate.
- Design to discourage through traffic

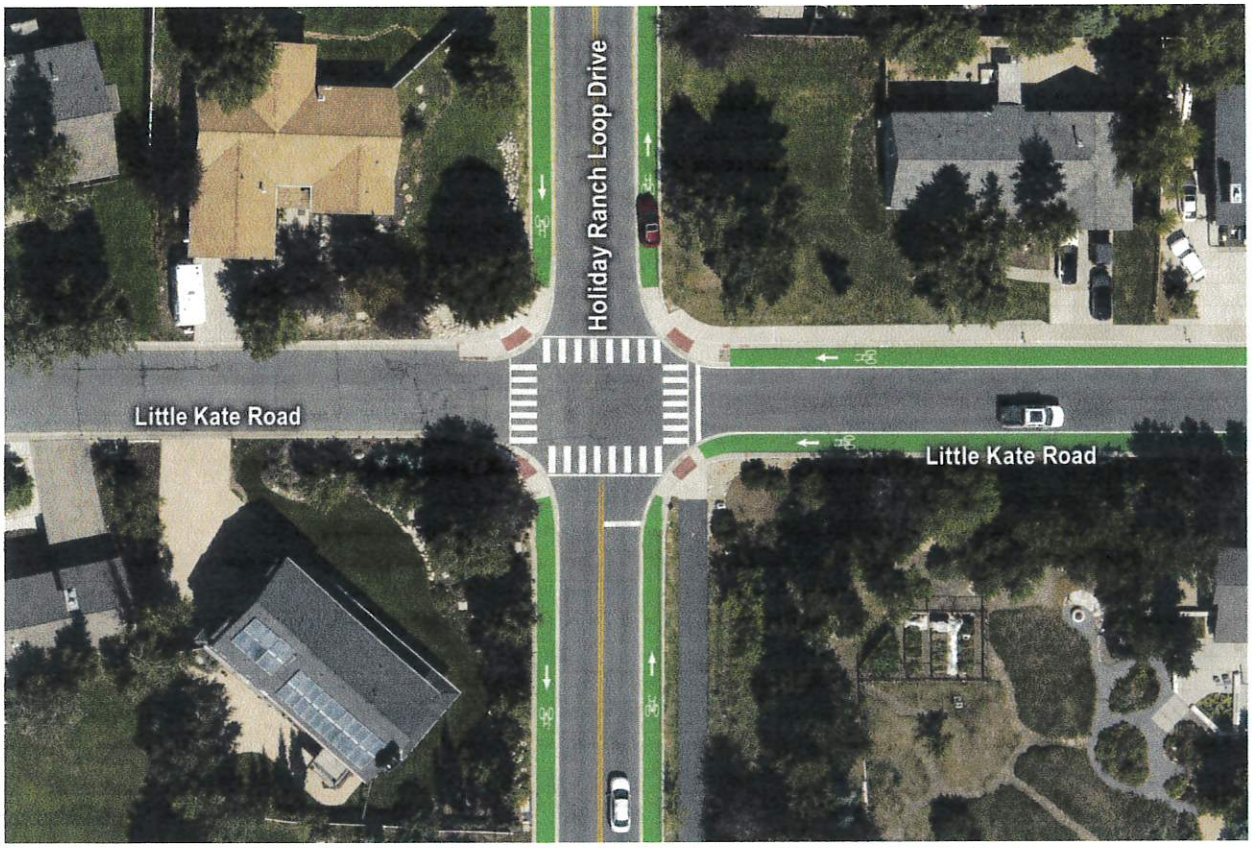
Holiday Ranch Loop Road & Little Kate Road Intersection

Existing Concerns

- Speeding, particularly on the approaches to curves and intersections.
- Limited visibility due to blind curves.
- Lack of marked crosswalks at key crossing locations.
- Frequent community requests for safer and more visible pedestrian crossings.
- Many residents cite this area as the highest-priority safety concern within Park Meadows.
- Some residents are frustrated that improvements to this intersection were not prioritized before major changes were proposed along Little Kate Road.
- Through-traffic contributes to higher vehicle speeds and increased safety concerns.
- E-bikes and cyclists frequently continue on the existing asphalt shared-use path on Holiday Ranch Loop Road.
- Regular users report conflicts between pedestrians, cyclists, e-bikes, pets, and other recreational users on the shared path.

- Community members have expressed support for the chicane-style crossing used on the Willow Creek pathway crossing at Holiday Ranch Loop Road and have requested similar treatments elsewhere along the roadway.

Potential Solution



Features

- Install high-visibility dashed crosswalks at key crossing locations.
- Upgrade existing crossing treatments with improved markings and signage.
- Add curb extensions or corner improvements where appropriate to shorten crossing distances and improve visibility.
- Extend the Little Kate Road bicycle lane concept onto Holiday Ranch Loop Road with high-visibility green bike lanes, directional arrows, and bicycle/e-bike symbols.
- Install "Your Speed" feedback signs in areas where speeding and acceleration are common.
- Add painted "SLOW" pavement markings in advance of curves and intersections.
- Install Safe Route markings at crossing locations to help guide children and families.
- Evaluate opportunities to continue bike lanes north of Little Kate Road, including connections along Lucky John Drive toward American Saddler Drive.
- Consider a chicane-style crossing treatment similar to the Willow Creek pathway crossing where appropriate.

Key Questions

- Where would marked crosswalks provide the greatest safety benefit?
- Would a chicane-style crossing improve pedestrian visibility and driver awareness at this location?
- How can bicycle facilities be extended to create a continuous network beyond Little Kate Road?
- What measures would be most effective at reducing vehicle speeds through this corridor?
- Should this intersection be prioritized before implementing larger corridor-wide improvements elsewhere?

Conclusion

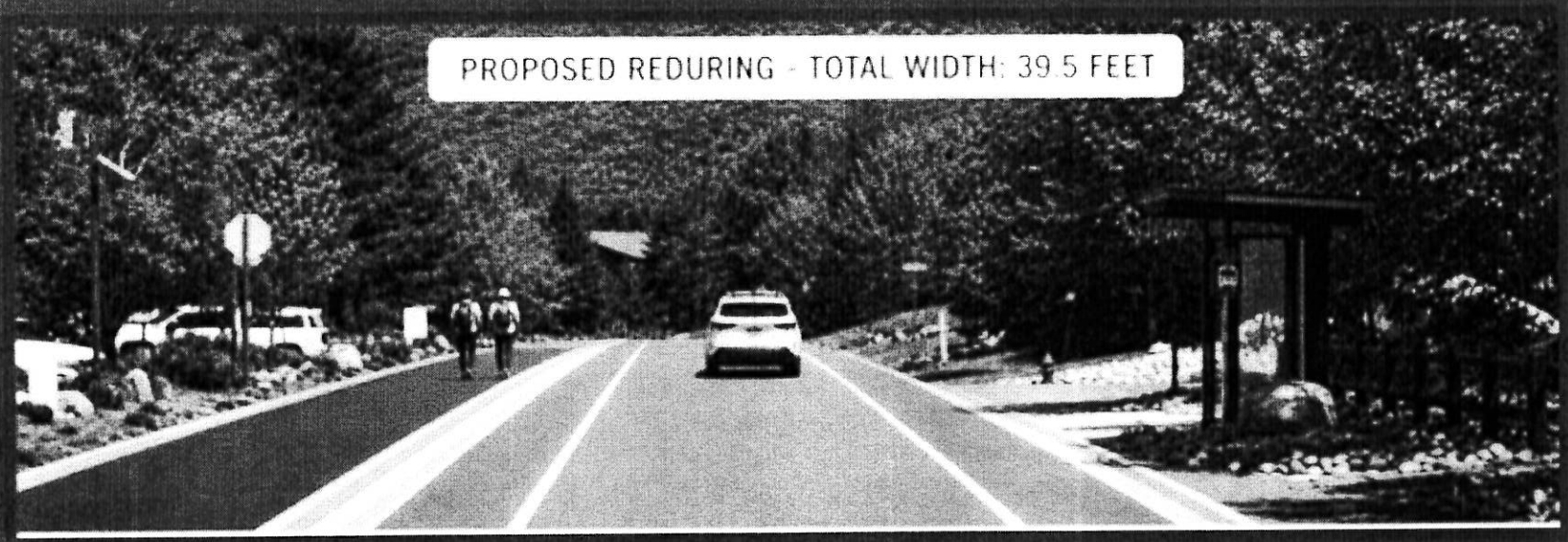
- Many residents view the Holiday Ranch Loop Road and Little Kate Road intersection area as one of the most significant safety concerns in Park Meadows.
- Community feedback has consistently emphasized the need for improved crossings, better visibility, and speed reduction measures.
- Targeted intersection improvements may provide substantial safety benefits for pedestrians, cyclists, and motorists while complementing any future improvements along the Little Kate corridor.
- Many are insistent on adding crosswalks from Little Kate Road (east of the intersection) to cross Holiday Ranch Loop.

GENERAL and SPECIFIC Feedback From Residents and Community

- "The shared pathway original plan seemed like a waste of resources and town money. I'm OK with this by building a sidewalk that needs maintenance anyway, and the painted lanes seem fiscally responsible".
- "Cars will see my kids better or avoid them with the other designs. We need improvement and I wish we could do it now".
- "My littlest is in Kindergarten and rides on the sidewalk, I think it's ok, but I wanted the larger path".
- Tourist: "I'd know where to go on my e-bike, the "e" and "electric bolt" is pretty straight forward".
- Family riding to the MARC pool opening "Anything is better than what there is now".
- "I am upset the community fought the shared pathway. It was the best idea and keeps safety of my children in mind. Park Meadows will regret this".
- "Speed monitoring is needed on Little Kate, the signs that show your speed will be helpful".
- Feedback from Park City PD "We come out for traffic enforcement, but when we pull over your neighbors, we get complaints about being around too often".
- "Cut through traffic from 224 to Kearns seems to be a main issue during peak times".
- "Non of them look like a neighborhood, but option 1 is ok".
  "We like the idea of the HRLR asphalt path continued down little kate".
- "Literally every design except the first one, will make us move our mailboxes and landscaping. What about garbage collection? Just leave everything alone".
- "Everything has worked for 47 years".
- In regards to green painted bike lanes: "It looks like Park Avenue".
- "We need more police handing out tickets".
- "Why are the police always here? Feels like surveillance".
- "Permanent infrastructure for temporary needs"
- Process is missing
- "All of this has lead to creating a problem that didn't exist-now we are in limbo. Who identified this in the first place?"
- "Why is anyone wasting time and energy on this? The city will do whatever it wants".
- "As a cyclist, I like the marker lanes. I think it needs to stretch up Meadows Drive and Holiday Ranch Loop towards the Park Meadows Club."
- "I don't want it to look urban, we need to keep it a neighborhood".
- "Permanant changes are not appropriate for temporary needs".
- "Holiday Ranch Loop Rd has more problems, why are we not fixing those"?
- "We have the financial and fast capabilities to make this an active safer transportation pathway. Why would we not make these change?"
- "Respectfully , is this a parenting question? Should a small child be going to school alone?"

- "I have the right to feel safe with my child".
- "I like open road concept with the optionality to bail from my bike, constricting the biking area wouldn't let you do this".
- "Seems to be a lot for small numbers of pedestrians.".

Actual Width would be 43 ft plus the width of a barrier if it is an asphalt multiuse path



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If there is a path plus 5 ft side walk would be 43 + 5+ 2(barrier) 50 ft
If there is a single signed concrete sidewalk of 6 ft. width would be 41ft

General Park Meadows project feedback

SURVEY RESPONSE REPORT
13 December 2017 - 22 July 2026

PROJECT NAME:
Park Meadows Bike and Ped Projects

Engage Park City Webpage Online Comments

GRANICUS

Q1. Share thoughts, comments, or questions regarding the projects in Park Meadows

Anonymous 10/14/2025 10:30 AM	I just submitted comments about Monitor Drive, but they will be similar to Little Kate. And I feel like we HAVE to include the section of Lucky John behind the high school from Monitor to Little Kate to properly connect the 4 main feeder streets in lower Park Meadows (Holiday Ranch, Little Kate, Monitor, and Lucky John Behind the schoo) No separate concrete sidewalk. Concrete cracks, heaves, and gaps and there's not enough width in the ROW to do everything (vehicle lanes, bike lanes, roll gutters, park strip with signs, mailboxes, and trees, and both an 8'+ asphalt multi-use path and a 5'+ concrete sidewalk. The facilities on Holiday Ranch Drive are an example of a "perfect complete street". Monitor, Little Kate, and Lucky John Behind the schools don't seem to have the ROW width that Holiday Ranch has, but if we can design a narrower version, so all 4 of those streets are similar and "Complete Streets". Also, consider changing all max speed limits in all of Park Meadows to 20mph (again consistency is key) and I know it's not popular but consider eminent domain land acquisition so bus stops pads, benches, trash & recycling bins, signs and enclosures can be behind the pathway, so we don't have to build them into the street, like what was done at the intersection on Little Kate across from the PC MARC. On street grade bike lanes are a must to keep 20+ mpg cyclist, ebikers and those crazy electric dirtbikes off the multi-use pathway.
Anonymous 11/04/2025 12:36 PM	Designate and separate the bike lanes from walking lanes as e-bikes often speed past pedestrians. Provide poop bags for dogs and a bin for them so bags aren’t dropped along trails. Signage needs to encourage this civil behavior. Do not plan a future project to add lanes from Little Kate or Monitor that connect to the remaining section of LJDrive. Keep this stretch as is.
Rpov 11/13/2025 09:45 PM	I think this is an important pathway and fully support the improvement of Thaynes Canyon Drive. I often find myself walking in the road amongst snow and vehicles and feel it is very dangerous. The few vocal voices who were able to appear in person do not represent my or most of my neighbors views.
Anonymous 12/11/2025 03:47 PM	I live at 2015 lucky john. The sidewalk gets plowed and large berms are created blocking my driveway. I think the berms will be larger after the path is widened. The berms turn to solid ice. I am worried about getting blocked in.
Anonymous 12/16/2025 11:15 AM	For the little Kate resorts side multi use lane, how much further past existing sidewalk popular would you be infringing on? Am I to understand that there will be no bike lane on the south side of little Kate rd?
Anonymous 12/22/2025 10:11 AM	I think this makes sense

Anonymous
12/23/2025 08:33 PM

We are strongly against combining into a multi-use path for walking and biking on Little Kate and Monitor. Too many riders in our community -- especially many e-bike riders -- go too fast and think they own the road. It is too dangerous to combine these into one path. These are not 35-50mph roads -- they are slow residential streets. Bike riders inherently know the dangers present when riding, and it's incumbent on them to adapt. Pedestrians should never have their rights or space taken away.

Additionally, while not mentioned in the Little Kate or Monitor work, we are against the unusual traffic diversion such as Payday Drive (planters, weaving around, etc). We are hopeful these are not being considered anywhere in Park Meadows.

Respectfully to all the hard working municipal employees, it really feels like a lot of these are solutions looking for a problem. Police enforcement of speed should be the first remedy. The rest of it just wastes our tax dollars and really does not move the needle.

Thanks.

Scott Cummings
Park Meadows Resident / Holiday Ranch HOA

Anonymous
12/31/2025 11:13 AM

We live on the north side of Little Kate, between Lucky John and Evening Star. We currently have the sidewalk running the length of our property. 2 questions. Will the new multi-use path cut further into our front yard or will the extension butt out into the existing roadway? How will the multi-use path effect our driveway and mailbox. Thank you.

Anonymous
1/08/2026 08:50 AM

I feel very strongly that this is not the direction we want to take especially on monitor Drive. I reached out to the parties involved with this and left messages and have yet to receive a response.

I feel it is very dangerous to have a multi use sidewalk where children are riding E bikes and people are walking their dogs.

For years, all we asked for is a sidewalk along the east side of monitor Drive.

This project does not address people not stopping at the three-way intersections on Little Kate. I have begged Park City staff for a flashing stop sign, and they feel they can't afford it yet. You were wasting taxpayers dollars on nobody in our neighborhood requested.

Our holiday Ranch homeowners association board meeting was earlier this week and not one person on the call was aware of this project until just this week.

Please call me Eileen Kintner, 435-640-0501

I am directly impacted on two sides of my property and have yet to receive anything from the government

Anonymous 2/05/2026 01:51 PM	Hello Planning Team, Will this project remove the bus pullout on Little Kate Road in front of PC MARC? If yes: Could accommodations be made for bus pullouts instead on Holiday Ranch Loop near Creek Drive and Creekside Park? Or near another bus stop with access to public bathrooms? Given current limited space for buses at our resorts and Transit Center, Park City Transit is having some difficulty with where to build in dwell time on our Park Meadows (and other) routes. Dwell time enables bus routes to catch up on time points if running late and enables drivers to have a bathroom break if needed. Thanks for all that you do. Sincerely, Amos Prudhon PCT Transit Operator Scheduling and Routing Committee Chairperson amos.prudhon@parkcity.gov
Anonymous 2/06/2026 08:56 PM	Makes so sense to not include Monitor drive. You need to make it safe all the way…not just part way
Anonymous 2/17/2026 01:24 PM	More walkability please! sidewalks - bikers, scooters, skateboards often on sidewalks and not using bike lanes :(
Anonymous 2/17/2026 09:24 PM	This is a solution in search of a problem. No change necessary on little Kate or holiday ranch loop.
Anonymous 2/17/2026 09:28 PM	You haven’t addressed (having read the faqs) the underage kids riding illegal e-bikes in manner putting themselves and others at risk. If you’re looking for unsafe conditions on our streets, there is a place to look. None of your proposals alleviates that behavior.
Anonymous 2/19/2026 04:09 PM	I don't feel any of Summit County funds should be spent in that neighborhood as it is already very safe relative to other parts of the county - this is a total joke, right?
Anonymous 2/20/2026 03:48 PM	On this pathway how are you going to control e-bikes going 20 mph plus?
Anonymous 2/21/2026 07:10 AM	Bikes should be on the road wehre the speeds are commensurate. Allowing them on a widened sideWALK. It will also create a habit for bikes to ride on other sideWALKS not designed for them.

Anonymous 2/21/2026 09:46 AM	Hello, we live in McLeod Creek (30+ years), own many bikes, including 3 ebikes that we regularly use/love to travel to the junction, the store, restaurants etc. First, love that you are improving the bike/walk trail system. Big fear is (you guessed it) the speed that some of the kids are traveling at on ebikes (not even technically bikes, emotorcycles). This is a serious problem, one we can't figure out why the city has not gotten ahold of. On a Summer night we see packs of middleschool age kids (20+ of them) all bombing around at greater than 25mph+, it's honestly insane. And now, i'm afraid that with this plan (the width etc) it is only going to magnify this problem (kinda like when we widened 224 and the joke was that we could land the Concord there and what we now have is a speeding signficant speeding issue, wildlife impact etc). We live on the McLeod Creek path, we see these (mostly kids but not always) and 'packs' regularly, traveling at very high speeds. Something needs to be done NOW about this problem. One suggestion: we have noticed that most kids/people who are traveling this fast, even if we're standing terrified on the path and yell at them they are so emboldened they either swear at us, yell back, or ignore us but very never actually slow down. I think they would act differently (all the way around) if they could be identified. Let's find a way to REQUIRE all ebikes to have plates and a reporting process that leads to repercussions, fines, all of it. I don't understand why we aren't doing this already. Thank you for asking for input.
Anonymous 2/21/2026 03:27 PM	This looks like a solution in search of a problem. I live in Park Meadows, I take the bus couple of times a week, I bike and I walk a lot. the proposal put forth does not separate bikers from walkers and that's a problem. My experience on Little Kate road is with e bikes on the sidewalk when they shouldn't be and adults riding bikes on the sidewalk because they are frightened of cars driving 20 miles an hour. The bike lanes on Little Kate are appropriate for the moderate usage des scribed. A much cheaper way to deal with the issue would be to put up signs indicating bikes are NOT allowed on the sidewalks and enforcing that rule. You have multi use paths at city park where there is no separation for bikes and walkers and I understand why that is the case, but creating another path like that for Little Kate seems like a more dangerous proposition. So you will have bikes, regulator bikes, walkers and strollers going int two directions all on the made path? That seems nuts. The issue is not cars and bikes it is bikes and walkers
Anonymous 2/21/2026 04:31 PM	I am not a fan of mixed use sidewalks. Have you ever used the asphalt trail siystem in the summer? Bikes are rising fast and pedestrians walk 3/4 across not leaving room for others to pass. I was collided into by an e-bike on miners day. Not fun.
Anonymous 2/22/2026 02:52 PM	I was very involved in collecting signatures in 2005-2006 in Park Meadows & McPolin Elementary to demonstrate to the City how much support their was for building the current sidewalk along Little Kate. Ultimately, a sidewalk was constructed and has been a huge success. It is hard to imagine Park Meadows without the current sidewalk. That said, I don't understand why you would merge bike (particularly e-bikes) with walkers on a road that currently has 2 great bike lanes and a separate sidewalk. There is limited traffic on Little Kate. I personally use the sidewalk the length of Little Kate 3 to 5 times per week. There are so many other neighborhoods that could benefit from improvements. I don't understand why the city is planning to WASTE resources in an area where the sidewalks & bike lanes are working well

Anonymous 2/22/2026 03:12 PM	I think the proposed multi-use path on little kate is a bad idea. The sidewalk should remain separate from the bike lanes for obvious safety reasons. It is a really bad idea to mix e-bike traffic (with their weight and speed) with pedestrians, dogs and children ... Keeping bikes separate from sidewalk use is the (current) wise choice... the proposal seems to me to be a solution in search of a problem. The dollars could be better spent elsewhere.
Anonymous 2/23/2026 12:44 PM	The TAN Bus is excellent. The proposed new lane will not solve the speeding electric bike dilemma
Anonymous 2/23/2026 09:36 PM	I walk my dog on the sidewalk along Little Kate Rd AT LEAST 4 times every day and more on weekends. I have had many, many near misses by adults and teenagers on ebikes and road bikes and every time it is because they are on the sidewalk and NOT in their designed bike lanes directly next to the sidewalk. One time I was walking my dog about 5pm on Labor Day weekend on the sidewalk along Holiday Ranch Loop Rd. The incident included a deliberate near assault by an adult male and his adult wife who were on their e-bikes on the sidewalk along Holiday Ranch Loop Rd. I had politely asked them to ride in the designated bike lane directly next to where we encountered each other. He refused, claimed could ride where he wanted to (on the sidewalk), continued two houses to Little Kate Rd. Then he turned around, yelled to me exactly what he intended to do, then he rode his bike at me and stopped just inches from deliberately hitting me! The only reason he stopped directly in front of me was because his wife was riding behind him watching! I reported this incident to PCPD. There have been many near misses by both teenagers and adults on e-bikes riding toward me or behind me while I'm walking my dog on the sidewalk on both Little Kate and Holiday Ranch Loop Rd. Bikes (any kind except toddlers riding tricycles along side their parents) do not belong on sidewalks - especially right next to specially marked and designated bike lanes on the street! Both Little Kate and Holliday Ranch Loop Rd have specially and graphically marked bike lanes and should be used and enforced. I've taken many pictures. Little Kate Rd is one of the busiest highly pedestrian-used sidewalks in the city and should remain that way. "No bikes allowed" could be painted on them. Sidewalks are for walkers; designated bike lanes are for bikers; street lanes are for cars. Users of each should NOT deliberately co-mingle. Certainly bikes, ebikes and road bikes, never mix with walkers and dogs on 6' leashes stretched across sidewalks. Never. PCPD told me as a pedestrian I have the right of way and advised me to do whatever I needed to do to defend myself from a direct hit from a biker - especially one deliberately aiming at me either head-on or from behind. He advised me to not hesitate to swing the end of my dog leash to protect myself - even if the end of my leash has a metal carabiner attached to it! (I showed it to him.). These encounters can and should be avoided via separately marked lanes for each mode of transportation. Everyone has the right to use their own transportation area free from endangerment. The most vulnerable are pedestrians of all ages who run the risk of being hit by bikers on sidewalks. They need to be protected first and foremost. Period. Thank you. Franci Eisenberg, long time Park Meadows resident.

Anonymous 2/24/2026 08:27 AM	This project does not seem to be addressing the real problem. I walk along here everyday and witness the speeding E bikes and cars running the 3 way stop. Narrowing the street will make it more dangerous for everybody. Sharing a pathway with E bikes, dogs and pedestrians will be a disastrous. The street will be narrower cars will still be speeding on the street and it will be more hazardous especially in the winter with snow and ice!
Anonymous 2/24/2026 11:39 AM	Widening the pedestrian/bike corridor on the North side of Little Kate road is concerning. The residential lots on this north side of Little Kate, with narrow setbacks, offer much smaller space than the south side. Encroaching, and widening this public use area on this already narrow separation between current residential structures and road would be a mistake. The concept of considering more pedestrian/bike pavement sounds good on paper but would take away the peaceful residential character of the neighborhood. It is the wrong space/location for this type of project. Please consider the overall damage and destruction that would occur!
Anonymous 2/24/2026 07:11 PM	I love the 20 miles per hour and because of the schools think it might be a good idea to get children off the road, on to a bike path...and thank you for plowing the sidewalk quickly, I take the bus to PCMR from Evening Star whenever I work...
PCResident 2/25/2026 09:00 AM	Don't change the road and sidewalks in Park Meadows. This project is unnecessary and will cause more harm than benefit. Adding bikers to the same pathway as pedestrians walking isn't going to be helpful. This plan will cause more pedestrian walkers to be harmed. NOT a reasonable idea or plan on part of the Park City Government and community leaders. LISTEN to the people that live in Park Meadows.
Anonymous 2/26/2026 08:59 AM	Creating a multi use path that allows e-bikes to interact with pedestrians and small kids on scooters and striders creates safety issues even if you install striping on the path. E-bikes as well as bikes should be on the road since their speed of travel does not work well with pedestrians. There is no way to enforce a 15mph speed limit despite signage. In addition, car drivers are not looking for e-bikes and bikes traveling in the opposite direction from traffic flow. Paths work well when they are separated from the road like the rail trail, and paths on 224. Putting in a path for a short distance in a residential neighborhood does not make sense especially when it is adjacent to an existing roadway. Please keep the bike lanes and perhaps improve the sidewalk for pedestrian. The city should spend their money elsewhere.
Anonymous 2/26/2026 09:59 AM	What was the thought process for discontinuing the Tan 20 bus on weekdays? Do you have data on ridership? if so, please share.
Anonymous 2/26/2026 06:17 PM	Where is the forward-thinking? Like surface trains, dangling monorails? Buses are slow and don't get people out of their cars. That being said, Pedestrian ways are good but, better when suspended above roadways to keep pedestrians safe.
Anonymous 2/26/2026 07:27 PM	I think it is better to keep the existing plan as opposed to putting cyclists and pedestrians at risk by using the proposed plan for "traffic calming". Thank you

Anonymous 2/26/2026 07:43 PM	It seems ironic that Park Meadows will be getting improvements, while Prospector neighborhoods will continue to bear the brunt of the poor traffic planning by the city. Since Bonanza and Kearns are so often packed with miles-long lines of slow moving traffic, many cars are recklessly speeding through the neighborhood of Prospector Square. Not only will these projects continue to protect and shelter the Park Meadows neighborhood, they will intensify the impact the Prospector neighborhood endures. All with seemingly little-to-no concern or awareness from city planners and elected officials. What will it take for the Prospector residents to be seen as equal to Park Meadows residents???
Anonymous 2/26/2026 08:00 PM	With the increase in e-bikes, this appears to be a VERY dangerous plan. I simply can't imagine all the users of this path staying in the correct lanes, in particular dogs and young bikers. Please leave the bike lanes on the roads - where they belong, not on a mixed use path. I am NOT in favor of this project. It is not an improvement, it is a change.
Anonymous 2/26/2026 08:09 PM	This appears to be a solution in search of a problem. Having bikes segregated from pedestrians is key. There are class 1, 2, and 3 electric bikes zooming up and down Little Kate. Not risking getting hit by a biker is far more important to me than putting bikes, pedestrians and dogs on the same path, some going in opposing directions. It works now. Leave it alone!
Anonymous 2/26/2026 09:19 PM	Have there been any safety studies on this very strange and unnecessary project? I'm not in favor of ruining a roadway and sidewalk that that works for everyone. The City has already messed up several major streets with their hairbrained ideas. Leave it alone!!!
Anonymous 2/27/2026 08:18 AM	Recently heard you were thinking of only running the tan bus line only on the weekends, because you have heard people want more frequency. Many of us who use it for skiing are locals and like to ski during the week. Please keep the current schedule, seven days a week. Thank you.
Anonymous 2/27/2026 08:31 AM	The tan bus is an appreciated and wonderful Addition to the neighborhood providing access to ski area and old town that helps bring down congestion especially during peak times please do not take this away
Anonymous 3/03/2026 05:38 PM	Great design and connectivity which the community has asked for.

Anonymous
3/05/2026 10:31 AM

We oppose the plan to combine pedestrian and bicycle traffic in one new multi-use lane. With the significant increase in electric bicycles and the significant number of adolescents riding these electric bikes, we foresee more conflicts between users of the existing sidewalks and bike lanes under the proposed plan.

We've lived in Park Meadows for 37 years and have observed the changes in sidewalk and bike lane uses over time. We've lived on Moray Court for the past 30 years, and regularly see pedestrians with dogs, pedestrians with strollers, pedestrians in groups and elderly and young pedestrians using the existing sidewalk and bike lanes on Little Kate and Monitor. We have observed adolescent e-bike riders on throttle bikes, i.e. no pedal assist is required, riding at speeds over 25 mph and sometimes 2-3 abreast in the existing bike lanes. Putting the "sidewalk" pedestrians into a shared use lane with these vehicles and users is a recipe for disaster. Someone will be injured.

We also see pedestrians walking dogs, often two at the same time, and dogs on leases don't mix well with high speed bike traffic. We also see high speed road bicycles in the bike lanes mixing with pedestrians and slow speed bikes. We've observed near collisions between high speed road bikes and other users in the existing bike lanes. Some high speed road bikes use the vehicular traffic lanes instead of the bike lanes to avoid conflicts with other users in the existing bike lanes. What we appear to have is a group of road bike users who want to ride wherever they choose at whatever speeds they choose. It's not unusual for road bike users to yell at other users or flip off vehicles who get in their way. As owners and riders of road bikes, e-bikes and mountain bikes, we don't have a bias about the type of bike used, but we do have a bias about putting bicycles of any type into a shared muti-use land 12' wide with other pedestrian users. We think the bike lanes we have today offer a safer option for bicyclists and pedestrians than the proposed multi-use lane.

For example: on a beautiful weekday morning, we have a mother riding her e-bike with two toddlers on the back riding behind her two grade school kids on their bikes and they come up behind a woman walking her two yellow labs on leases. The dogs are startled by the bike traffic, get their leases tangled, and the pedestrian attempts to move to the side to give passage to the woman and her children on their bikes. Another bike is approaching this scene from the opposite direction, and it's a road bike cruising at a typical 15-18 mph when it approaches this scene. Behind the woman and her children are two adolescents on throttle e-bikes, doing wheelies like they often do, and approaching the scene ahead at 20 mph as they often do. You get the point. Multi-use in a wider lane sets up the potential for dangerous conflicts between users who all get crammed into a 12' lane that is bi-directional full of different users. The bi-directional aspect of this plan is flawed because you are proposing to put electric vehicles that operate at high speeds, road bikes that operate at high speeds, and pedestrians that walk at 2-5 mph in the space, often with small children or with dogs.

While we agree that improvements can be made to the existing sidewalks and and bike lanes, creating a new 12' multi-use lane is in our view unwise and will prove to be dangerous for some users, including children and the elderly who are more at risk. We oppose the current proposed plan.

Anonymous 3/27/2026 04:08 PM	I do not think the new plan will protect pedestrians from collisions with bicycles. I prefer a pedestrian only walkway. Also as pictured, pedestrians are shown to be walking between 2 lanes of faster traffic: cars on one side and bicycles on the other. This is quite threatening. There is no clarity on what types of ebiked will be legal on this path. There is utah legislation that will require riders on throttled bikes to get 16, and have motorcycle license to be on roadways. Since we know there are many underaged ebike riders in park city, these u nlicensed riders will be mixed in with pedestriand. Also unsafe. Therefore I am not in favor of the multiuser pathway plan .
Anonymous 3/27/2026 04:16 PM	Encouraging the use of public transportation and increasing the safety for pedestrians are appropriate community government goals. The efforts should be focused on areas that either have multi-use pathways that are too narrow, have no side walks, or have no bike paths. The proposed development of a multi-use pathway for Little Kate would take a system that works very well and puts bike riders, e-bikes, and pedestrians on the same 12 foot pathway. At present, the bike lanes are unidirectional and nearly all bike riders use these leaving the sidewalk for pedestrians. An occasional toddler rides their bike slowly on the sidewalk, alongside an accompanying adult. This would change if there would be a multi-use pathway placing bikes going a legal 15mph next to pedestrians, learning riders, strollers, leased dogs etc. On Little Kate there is only one point of confusion as to the sidewalk route. This is at the Bus Stop and Bike Loaner park site in front of the PC MARC. A branch of the sidewalk could be easily routed around behind both. Rather than use earmarked funds to dismantle and reconstruct a part of the pedestrian and bike network that functions well, other areas with significant deficiencies are much more needed. These are within Park City and along bus routes. These are: 1)Three Kings Drive from Thaynes Canyon Dr to Silver King Dr as a continuation of the multi- user pathway on Thaynes Canyon Dr. 2)Lucky John from Monitor to the Elementary School 3)A route from the junction of Deer Valley Dr S and N to the Transit Center 4)A route up Park Ave from 224 to the Town Lift

Anonymous 3/27/2026 04:55 PM	The idea of mixing bikes, e bikes, pedestrians, dog walkers and strollers in both directions all on one path is a terrible idea. Bikes should be in the bike lanes on the street which work quite well. No bikes on the sidewalks with pedestrians. Even if the city is only paying 12% of the cost it is a terrible waste of money. No one seems to know how a curb that separates this proposed non car space and the car space is going to be dealt with in the winter time when there is presumably snow on the ground and piling up on the curb. How are people going to get on a bus safely?
Anonymous 3/28/2026 02:43 PM	I absolutely oppose all aspects of the co-mingled little kate pedestrian and bike plan. You are mixing oil and water and should not at all be surprised when accidents between bikers and pedestrian happen. With disagreements. Fights. And Injuries. This has not been thought out wisely and appears poorly created. Bikes and pedestrians with dogs on leashes DO NOT MIX. Bikes belong with bikes. Pedestrians and leashed dogs with other pedestrians. And cars and busses with cars and busses. Should I expect teenagers on e-bikes or other rude bikers to stop, wait for me and my dog on a 6' leash to pass them, and only then resume biking? Surely you have not personally watched to see what happens? I believe children under 10 can safely ride in a pedestrian lane with adults. Older bikers all belong in the bike lane. Period. This is non-negotiable: I gave had many, many near misses from bikers both behind me and coming at me while walking my dog on Little Kate. The 6' leash can easily flip a biker off the bike to the ground and/or the frightened dog gets hit by the biker This is a disaster in the making. Just exactly how many of the city staffer and council decision-makers have walked this street multiple times a day and evening. I have at least 4 times a day weekdays; more on weekends. Next time the 'decision-makers' are there, please identify yourselves. I'll believe it when I see you. Your decision to co-mingle bikers and pedestrians will be disasterous. And painful. Try it - you WON'T like it. Franci Eisenberg, 48 Park Meadows resident.
Anonymous 3/31/2026 06:21 PM	Not contesting new bus stops. In support. Little Kate Road Narrowing: This is a project that doesn't feel fully thought out or applied to an area in need. Narrowing the road to 22 feet is unsafe. The current width is 38 feet? Cutting 16 feet or 8 car widths from the road seems absolutely absurd. If this puts antying into perspective, the infamous Road to Hana, one of the scariest drives in the world, the width of the road is 19-22 feet. There are curved sections of Little Kate, which often have delivery trucks, busses landscaping, construction vehicles, moving trucks, city works etc, parked on the road, making it narrow as is. If you narrow the roads, these will be impassable and cause traffic problems. Are you aware that bus drivers need to use the restroom (As they should be), and the most easily accessible spot on their route is the MARC? They park their busses on the road, and traffic will be stopped and halted. It's not safe to pass a bus in this neighborhood. An email with data has been shared around the community, stating that 6,000 cars drive through the street, data pulled from ONE DAY a 24 hour period. As a resident of this neighborhood, that data seems generalized, and not really relevant to any of the decisions being made. There are busy times on our road which typically coincide with the workforce hours and traffic to and from the schools (busiest being 2:30-4 and 5-6:30), but it is not a consistent flow of traffic. There are also days which are less so, and more. The current road width and setup, is absolutely serving it's purpose. The marked bike lanes serve as a traffic calming tool, and keep ebikes off the sidewalks.

	Road width allows for vehicles to be parked for a short period of time, and not be detrimental to the flow of traffic. Data from this year seems to not be applicable- in traffic, snow amounts, pedestrians etc. 2.5 snow storage gutter seems inadequate. The water already dams water and creates ice into the street. Also, where are the bike lanes? This is not shown on the plan. Cyclists should not be anywhere except the street, especially EBikes. Shared path- not against a better bath, but 12 feet seems excessive. Build an improved pedestrian sidewalk. Bikes and ebikes should not be on the same path as pedestrians, nor should it be encouraged to the unknowledgeable tourists who utilise the rental ebike systems and cycling shops in town. The rendering provided to the community makes this now residential area look like a bus transfer station. too much asphalt and is unsightly. It will damage the real estate value, especially of those homes directly across the street from the MARC. At this time, 7 homes are across from the large building with parking lots, and it's not fair to those homeowners to have their investments affected. Park Meadows does not have any representation from the planning commission or City Council. Each member of city council is a representative to their neighborhoods. If something is up for debate in Old town, they have representation. If prospector has a proposal for a tram that would affet the rail trail-they have someone to fight for them. However, the largest neighborhood in Park City, Park Meadows, with over 1000 homes, we don't have anyone to represent us. I would never make assumptions on what is best for someone else's neighborhood. I don't think other's should impose their views on ours. The best approach is to stop the proposal for narrowing little kate road, make the sidewalk perhaps 7-8 feet wide for a safe school route and foot traffic, and improve bus stops and bus routes.
Anonymous 4/07/2026 09:36 PM	Please don’t do this project. Little Kate will be worse off with a multiuse path that combines e-bikes and pedestrians. Driver excessive speeds and reckless violation of stop signs are the threats to neighborhood safety. Breaking the law should not be tolerated or tacitly allowed by destroying a neighborhood street.
Anonymous 4/08/2026 10:19 AM	Is there another project afoot that we have not been to,d about to make Lucky John a bus route for the school buses?c
Anonymous 5/12/2026 01:46 PM	Totally unnecessary!!!
Anonymous 5/12/2026 02:41 PM	I will look forward to additional details for a new plan. I have lied at 2424 Lucky John Drive since 1978. I bike, walk and drive throughout the neighborhood daily. My kids are now grown but my grandchildren use this path as well. I honestly think that you are trying to fix something that is not broken. I have not encountered any problems when being engaged in any of the three activities. Please consider using the federal grant money somewhere else that has a greater need.

Anonymous 5/12/2026 08:19 PM	Please do not put in two bump out bus stops on the blind Holiday ranch loop curve where the sun creates complete blindness in the morning. Based on prior accidents here, doing so WILL kill people as you WILL create head on collisions and eastbound drivers will plow right into the bus stop having no idea that it was placed in the bike lane. Please, please, please use this money to improve the sidewalks on western lucky John, not do this little Kate bike/ped path. The combo path with no bike lanes is uniformly opposed by absolutely the entire Park Meadows community. Listen to the people that it impacts, not city staff who don't live here.
Anonymous 5/21/2026 12:02 PM	As a longtime, local and park Meadows resident, I am thrilled that the community input to city council has consistently shown that we should prioritize active transportation in this predominantly locals community, which also has critical community centers, including the MARC, Mcpolin Elementary, Park City High School, Creekside Playground and bike park as well as access to our Round Valley trails.

Optional question · 51 responses · 0 skipped
Question type : Essay Question

Park Meadows Community Meeting, February 24, 2026

Name: [redacted]

Project: _____

Comments: traffic calm west Lucky Sch

_____

_____

_____

_____

_____

Name: Danielle Bean

Project: Little Kate Pathway

Comments:

Ridiculous! Dangerous- high performance e bikes- Kids- dogs - old people! Road bikes- on one path- Dangerous! I We live on the corner of Little Kate + Evening Star! You are just thinking about the $$ Not the people!

Name: EILEEN KINTNER

Project: SIDEWALK [redacted]

Comments: PHYSICALLY
- SEPARATE BIKER & PEDESTRIAN
- SIDEWALK DOWN WEST SIDE OF MONITOR DR
- CITY SHOULD NARROW CAR LANES, WIDEN BIKE LANES
- DANGEROUS AT MOPAC & MONITOR, NEED A CROSSWALK
- REDO SIDEWALKS ON MONITOR; ICE DAMS,
- flashing stop sign at intersection of Monitor + Little Kate & OTHER 3 WAYS
- TAN BUS TO CANYONS
- ASPHALT NOT CEMENT

- MY SIDEWALK ON MONITOR STILL HASN'T BEEN PLOWED

Name: Charles Hunter - [redacted]

Project: Little Kate Traffic "Calming"

Comments:

Reducing the width of Little Kate & forcing all bicycle & pedestrian traffic into a 12' pathway is not the answer. There is too big of a mix of pedestrians, pets, ages & modes of transportation to be safe. There is also no way to efficiently remove snow to provide safe visual intersections. More 4 way stop signs on Little Kate would be a much better & infinitely more $ efficient way to slow traffic & make the street safer.

Name: STACY EHRLICH

Project: ALL

Comments:

I DO NOT THINK THE LITTLE KATE PROJECT IS NECCESSARY. EVERYONE SHARES THE ROAD FINE NOW. MAYBE INCREASE SPEED LIMIT ENFORCEMENT FOR E-BIKES. USE THOSE RESOURCES TO INCREASE TAN LINE SERVICE SO IT'S MORE FREQUENT + RELIABLE + RUNS LATER IN THE EVENING - LIKE ONCE AN HOUR FROM 8AM TO 10PM.

Name: Steve Stratman

Project: Lilac Kata Pathway

Comments:

Sounds good BUT can you put traffic calming in street on West Lucky John (like you did on Payday drive last summer.

Name: ROBERT ANDERSON, [redacted]

Project: LITTLE KATE PATHWAY

Comments:

I LIKE THE IDEA OF A DEDICATED PATHWAY, BUT THERE IS ROOM FOR (1) DEDICATED BIKE LANE IN EACH DIRECTION (2) 8' PEDESTRIAN PATHWAY. FOR A ROADBIKE COMMUNITY THAT RIDES IN THE STREET, NOT HAVING DEDICATED BIKE LANES WOULD BE A ~~EEEA~~ HUGE MISTAKE.

THE FEEDBACK I'M RECEIVING IS THAT THE PROJECTS ARE MOVING FORWARD AS SHOWN, AND THAT OUR COMMENTS WONT BE CONSIDERED. THAT'S DISSAPPOINTING

Name: Keven Worthing

Project: Pedestrian Improvements

Comments:

A sidewalk on Lucky John (either side of street) - from Little Kate to Evening Star would be much safer. From the schools or the bus stop, people walk that stretch; it is heavily trafficked by cars going to upper Pk. Meadows

Name: Corinne Crandall, [redacted]

Project: Little Kate Pathway

Comments:

We are "solving" a problem that doesn't exist. There are sidewalks for pedestrians & bike lanes for bicycles. E-bike & motorized "bikes" are street vehicles. I do not want to play chicken w/ bikes on a sidewalk or pathway. The pathways installed on McLeod Creek & the Rail Trail do not work. People I know are frightened to walk there. Little Kate might benefit from yellow lines to delineate the bike lanes & education of drivers to respect the bike lane.

Thank you.

(over)

I understand we have funds to use which may have a use deadline. Use the funds to make access to the bus stops more amenable for people on Lucky John/Evening Star where there are not existing sidewalks/bike lanes.

Question: Have pedestrians/bikers been involved in vehicle accidents? Having lived here 30+ years I am not aware of any, so what are we addressing on Little Kate. Identify a problem that doesn't exist, then create a solution that engenders a problem?

Name: Emil CARAZO

Project: Meadows Sidewalk

Comments:

How About speed enforcement on All Streets in Park Meadows - Speed is 20 mph!!

Name: Jan Osterhaus

Project: Little KATE

Comments:

Please no multidirectional path
Keep bikes separate from pedestrians
Require e bikes to be licensed
Signs - no bikes on sidewalk

Name: Dana Ehrlich

Project: Little Kate

Comments:

You shouldn't invite people to a discussion when designs are moving forward without community. Computer models should not be the default for Real-life testing. The REAL problem is underage E-bike riders riding dangerously. You've created a solution without addressing the real needs of neighbors who traverse Little Kate & Holiday Ranch Loop daily. Cost is abhorrent especially when the real needs aren't being addressed.

Name: Ray Townsend [redacted]

Project: Little Kate PL

Comments:

I will Take New Kate Pathway

Brian Schiller - [redacted]
45 years

- Spend resources on enforcement of driving laws, e-motorcycle laws
- 25% of drivers do not stop at stop sign at Little Kate and Evening Star.
- Many drivers exceed 20 mph on a regular basis - they look at me when I abide by speed limits and stop signs
- Bus stop improvements are a good idea!

- Focus on real solutions - not gimmicks that make City Staff and Council look like you are doing something!

⇒ We are opposed to the shared walkway

$19 million cost??? *Money could be spent on other things?*

Combining pedestrians, their dogs and bicyclists on the same path to reduce risk of bike/car accidents

1. In Utah, bicycles are legally classified as moving vehicles. Isn't it more dangerous pedestrians and dogs to share the same path with moving vehicles?

2. Under-age kids ride E-Bikes recklessly and too fast next to pedestrians and dogs …POTENTIAL ACCIDENT? No enforcement!

3. Pedestrians can't hear bicyclists approaching from behind…cyclists typically DON'T ring a bell or announce themselves… POTENTIAL ACCIDENT?

4. Ex: Pedestrian walking a dog on leash…bicyclist coming from behind…dog suddenly changes direction…POTENTIAL ACCIDENT?

5. *Bicyclist* with dog on leash…approaching a pedestrian… POTENTIAL ACCIDENT?

Narrowing traffic lanes to "calm traffic"

1. Cars DON'T slow down…homeowners have complained…MORE DANGEROUS?

2. Greater collision risk from accidental lane weaving.

3. Large trucks and busses struggle to turn in opposite directions at the same intersection. MORE DANGEROUS?

4. Large trucks and busses steer onto gutters when passing in opposite directions to avoid collision with rear-view mirrors…MORE DANGEROUS to pedestrians and their dogs

Jeannine Seibert
[redacted]

Re:
Little Kate Pathway
Multi-Use Trail

The 2 existing bike lanes are safe + are aligned with car/truck traffic as per national norms.

Pedestrians are on the side-walks as per national norm.

There is no justified reason for paving 12 feet so that pedestrians/youths/high performance bikes + ebikes are merged. Yellow striping is not a safe separating mechanism

Tuesday, February 24, 2026 at 10:40:02 AM Mountain Standard Time

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Subject: I just sent this to Park City survey
Date: Monday, February 23, 2026 at 9:37:29 PM Mountain Standard Time
From: Franci Eisenberg <[redacted]>
To: Jennifer Seabury <[redacted]>

I walk my dog on the sidewalk along Little Kate Rd AT LEAST 4 times every day and more on weekends. I have had many, many near misses by adults and teenagers on ebikes and road bikes and every time it is because they are on the sidewalk and NOT in their designed bike lanes directly next to the sidewalk.
One time I was walking my dog about 5pm on Labor Day weekend on the sidewalk along Holiday Ranch Loop Rd. The incident included a deliberate near assault by an adult male and his adult wife who were on their e-bikes on the sidewalk along Holiday Ranch Loop Rd. I had politely asked them to ride in the designated bike lane directly next to where we encountered each other. He refused, claimed could ride where he wanted to (on the sidewalk), continued two houses to Little Kate Rd. Then he turned around, yelled to me exactly what he intended to do, then he rode his bike at me and stopped just inches from deliberately hitting me! The only reason he stopped directly in front of me was because his wife was riding behind him watching! I reported this incident to PCPD. There have been many near misses by both teenagers and adults on e-bikes riding toward me or behind me while I'm walking my dog on the sidewalk on both Little Kate and Holiday Ranch Loop Rd. Bikes (any kind except toddlers riding tricycles along side their parents) do not belong on sidewalks - especially right next to specially marked and designated bike lanes on the street! Both Little Kate and Holliday Ranch Loop Rd have specially and graphically marked bike lanes and should be used and enforced. I've taken many pictures. Little Kate Rd is one of the busiest highly pedestrian-used sidewalks in the city and should remain that way. "No bikes allowed" could be painted on them. Sidewalks are for walkers; designated bike lanes are for bikers; street lanes are for cars. Users of each should NOT deliberately co-mingle. Certainly bikes, ebikes and road bikes, never mix with walkers and dogs on 6' leashes stretched across sidewalks. Never. PCPD told me as a pedestrian I have the right of way and advised me to do whatever I needed to do to defend myself from a direct hit from a biker - especially one deliberately aiming at me either head-on or from behind. He advised me to not hesitate to swing the end of my dog leash to protect myself - even if the end of my leash has a metal carabiner attached to it! (I showed it to him.). These encounters can and should be avoided via separately marked lanes for each mode of transportation. Everyone has the right to use their own transportation area free from endangerment. The most vulnerable are pedestrians of all ages who run the risk of being hit by bikers on sidewalks. They need to be protected first and foremost. Period. Thank you.
Franci Eisenberg, long time Park Meadows resident.

Franci Eisenberg

Response to Park Meadows Bike, Pedestrian, and Transit Improvements

Presently Little Kate Road has two unidirectional bike paths and a sidewalk. The bicycle paths are primarily used by bike riders. The sidewalk is extensively used by solo walkers, groups of walkers, walkers with strollers, and walkers with one or more dogs. On occasion toddlers and youths ride slowly on the sidewalk, often with a parent. A single multiuse path will no longer separate walkers and bike riders. E-bikes riding on the multiuse trail will create a new hazard for pedestrians that will not be eliminated by making the path wider. Park City's bike routes and walkability attracted us to our home in Park Meadows. The present system works well on Little Kate Rd. I responded to the community survey and wrote that walkers and bicycle riders should be separate. This is what we have now. Conflicts arise when there are no options to separate transportation going at different speeds. There are now 5 foot bike lanes that parallel car traffic. This is safe particularly since there has been an effort to slow traffic to the posted 20 mile per hour speed limit.

There is little confusion over where bikes and walkers should be presently. The bike lanes are clearly marked the full length of Little Kate with the exception of directly in front of the PC MARC. The sidewalk only has some issues where the bus shelter and e-bike share rack may create some confusion. One solution would be to provide an additional sidewalk around the back of the bus shelter that is in front of the PC MARC.

The proposed mixed use pathway will be quite expensive since according to the proposed schematic Little Kate road needs to be reengineered with moving the gutters, curbs, and drains to new locations the entire length of the road. A much less expensive option would be adding signage for the existing bike lanes as well as signs for the sidewalk prohibiting all ebikes or at least all bikes going faster than 5 MPH. It should be noted that with the changes proposed, bus riders taking the Blue Line on the South side of Little Kate will have nowhere to stand in the winter, since where they stand is marked as a snow storage location on the future plan.

Better use of Funds are New Trails that lack adequate bike/walker routes include

1: A trail from White Pine Canyon Rd/Saint Mary's Church to Canyon Resort Drive (or even Sun Peak Dr if there is sufficient funds.

2: From the Rail Trail/Park City Heights intersection to Richardson Flat Park and Ride. This would also meet the rail bed that runs from there to the Jordanelle Parkway and to the popular Sparky trail head.

Improvements for bike riders and walkers are needed:

1: The rail trail from the city down to Richardson Flat Road is very difficult for walkers

2.The bike lanes end suddenly on Lower Deer Valley Dr at the traffic circle.

3:From Deer Valley Dr. up to the town lift. Signage is confusing with shared lanes.

Donald Seibert
Jeannnine Seibert [redacted]

Transportation Projects Open House, October 2025

PARK CITY 1884 TRANSPORTATION PLANNING

Project: ~~Park~~ Meadows

Priorities:

1 traffic mitigation & slowing down

2. preventing electric Bike rider injuries

Comments:

more traffic speed enforcement ? Automated cameras ?

Project: Area Parking

Priorities:

_____

_____

_____

_____

Comments:

There may be more parking on roads intersecting Little Kate, Monitor with restrictions in place on these roads and at the PC MARC (ski season primarily). There should be also seasonal parking restriction on roads such as Evening Star before the habit of parking on the side roads gets too established Dan Seibert 540-915-1441

Project: Monitor Drive

Priorities:

proposed options

Comments:

option #1

PARK CITY 1884 TRANSPORTATION PLANNING

Project: Monitor [redacted]

Priorities: Holiday Ranch HOA (Board)

safety

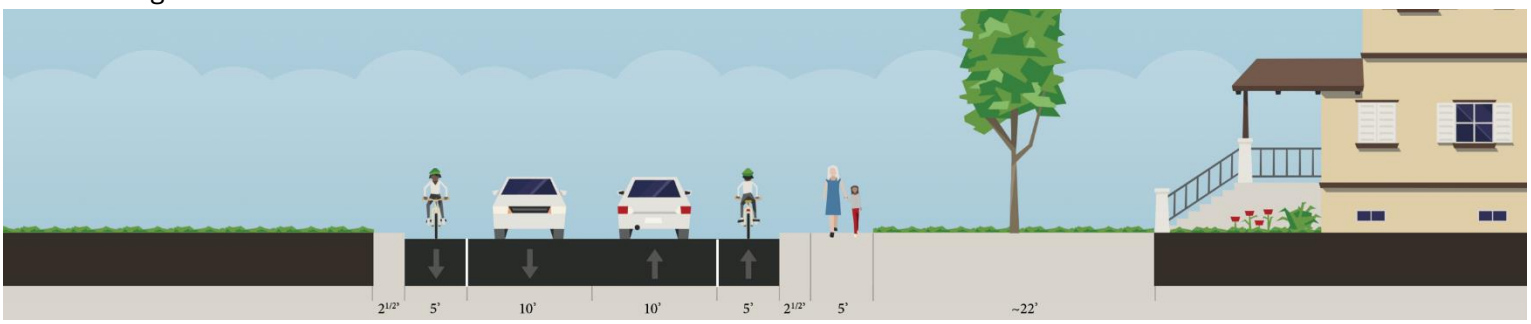
environmental sensitivity - ND sod, yes xeriscaping, yes pollution friendly trees for shade on pedestrian walkways

Comments:

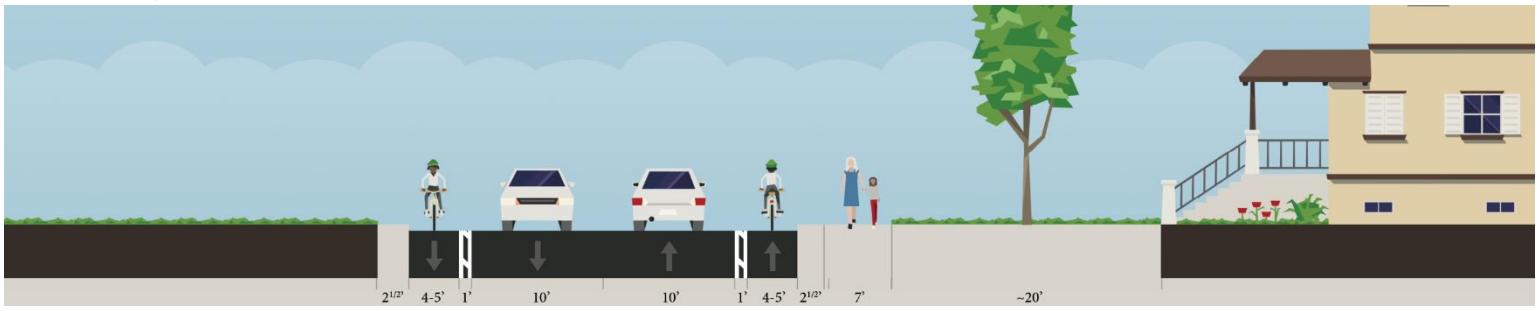
please contact me so I can broadcast this info, your web page, any interest in focus groups for this area.

Exhibit B: Little Kate Alternative Concepts

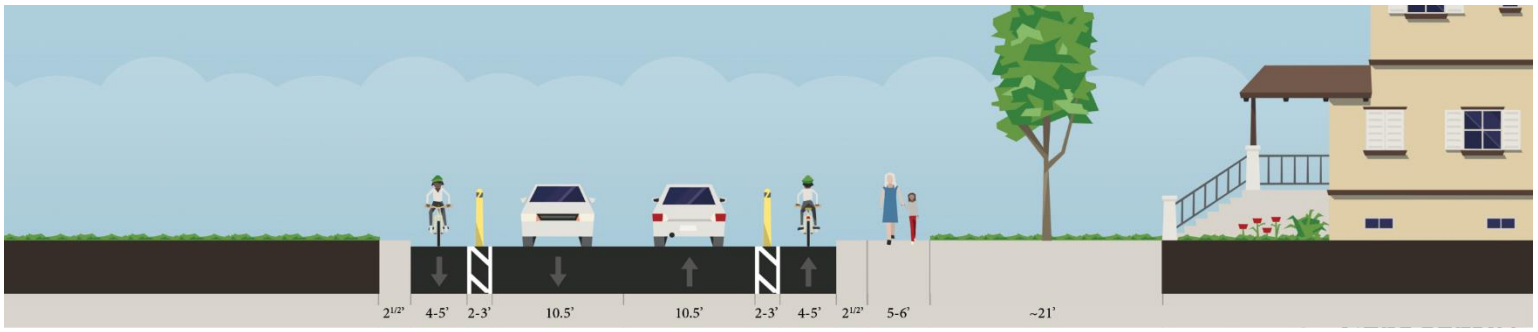
Existing



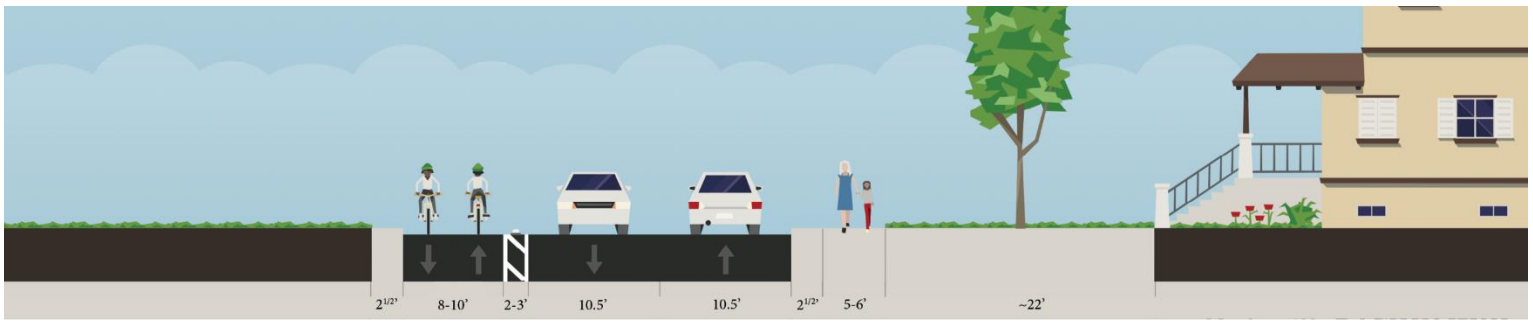
Concept 1a: Painted Buffered Bike Lanes



Concept 1b: Barrier Buffered Bike Lanes



Concept 2a: South Side Bike Lanes, Street-Level



Concept 2b: South Side Bike Lanes, Raised

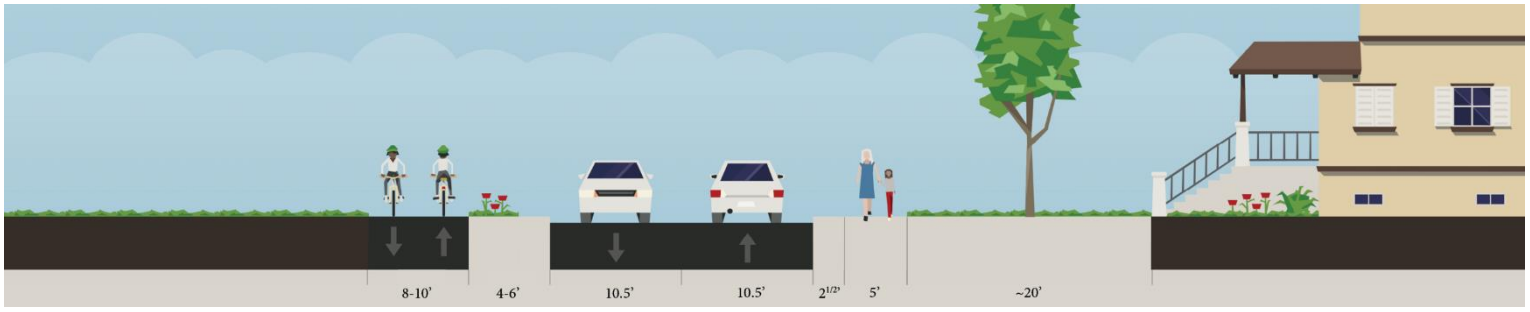


Exhibit C – Traffic Calming Treatment Examples

Curb Extension

Curb Extension with Bike Bypass

Median Island

Traffic Circle

Lateral shift

Raised Crosswalk

Raised Intersection

Speed Table

City Council
Staff Report

Subject:	**Land Management Code Amendments**
Applications:	**Condominium Plat Amendments** **PL-26-06883** **Changes to Reflect Updates to State Code** **PL-26-06940** **Transportation Impact Studies and Transportation Demand Management** **PL-25-06513** **Fences in Historic Districts** **PL-25-06769**
Authors:	**Alec Barton, Senior Planner** **Lillian Zollinger, Planner III** **Meredith Covey, Planner II** **Jacob Klopfenstein, Planner II**
Date:	**August 13, 2026**

Recommendation

(I) Review draft Ordinance No. 2026-19 to amend the Land Management Code to:

- Streamline minor condominium plat amendments by shifting review from the Planning Commission to staff;
- Align with Senate Bill 284 *Local Land and Water Modifications*;
- Update the Transportation Impact Study Guidelines and establish Transportation Demand Management criteria to clarify project review and traffic mitigation;
- Amend regulations for types and materials of fences in residential Historic Districts;

(II) conduct a public hearing, and (III) consider approving Ordinance No. 2026-19 (Exhibit A).

Description

Applicant:	Planning Department
Reason for Review:	The Planning Commission conducts a public hearing and forwards a recommendation to the City Council for Land Management Code amendments. The City Council conducts a public hearing and takes Final Action.[1]

LMC	Land Management Code
TDM	Transportation Demand Management
TIS	Transportation Impact Study

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

[1] LMC § 15-1-7

Background

On February 26, 2026, the City Council reviewed and confirmed Historic Preservation Board and Planning Commission recommendations for Land Management Code (LMC) amendments to prioritize this year to implement the goals of the General Plan (Packet, Work Session; Minutes, p. 4). Phase I amendments in draft Ordinance No. 2026-19 include comprehensive updates to traffic mitigation criteria and fences in Historic Districts. Phase I also addresses changes required by the state, as well as a request and recommendation from the Planning Commission to streamline minor condominium plat amendment reviews. The Planning Commission unanimously forwarded a positive recommendation to the City Council for these amendments.

Phase II amendments are in progress and include:

- **Open Space Preservation** – integrating and updating the Wildland Urban Interface and Waterwise Landscaping requirements and updating regulations to allow for fire-resistant materials (July 8, 2026 Planning Commission Work Session continued to August 12, 2026).
- **Affordable Housing** – updating the Affordable Master Planned Development Code, establishing allowances for seasonal housing, and revising Accessory Dwelling Unit regulations to incentivize affordable units (August 12, 2026 Planning Commission Work Session).
- **Sustainability** – incentivizing a zero-emissions stretch code, requiring landfill diversion in construction mitigation plans, and creating remediation criteria for sites that contain contaminated soil but are outside the Soils Ordinance Boundary (September 9, 2026 Planning Commission Work Session).
- **Emerging Technology** – updating Telecommunications Facilities to accommodate updates to small wireless facilities and smart infrastructure (September 9, 2026 Planning Commission Work Session).
- **Community Character** – reviewing regulations for compatible infill in residential areas outside Historic Districts.
- **Historic Preservation** – clarifying criteria for alterations to Historic Structures and establishing incentives and allowances for maintenance of ski-era historic resources (August 5, 2026 Historic Preservation Board Work Session).

Analysis

The LMC is enacted to implement the goals and policies of the General Plan and for the following purposes:

1. To promote the general health, safety and welfare of the present and future inhabitants, Businesses, and visitors of the City,
2. To protect and enhance the vitality of the City's resort-based economy, the overall quality of life, the Historic character, and unique mountain town community,
3. To protect and preserve peace and good order, comfort, convenience, and aesthetics of the City,
4. To protect the tax base and to secure economy in governmental expenditures,
5. To allow Development in a manner that encourages the preservation of environmentally sensitive lands, Historic Structures, the integrity of Historic

Districts, and the unique urban scale of original Park City,
6. To provide for well-planned commercial and residential centers, safe and efficient traffic and pedestrian circulation, preservation of night skies and efficient delivery of municipal services,
7. To prevent Development that adds to existing Geologic Hazards, erosion, flooding, degradation of air quality, wildfire danger or other conditions that create potential dangers to life and safety in the community or that detracts from the quality of life in the community,
8. To protect and ensure access to sunlight for Solar Energy Systems, and
9. To protect or promote moderate income housing.[2]

The Planning Commission reviews and conducts a public hearing on proposed LMC amendments and forwards a recommendation to the City Council for a public hearing and Final Action.[3] The Planning Commission unanimously recommends the four amendments outlined below:

(I) Shift the process for minor condominium plat amendments from the Planning Commission to staff to streamline reviews.

All subdivisions and plats to create or update condominiums and lots used to require Planning Commission review, public hearing, and recommendation to the City Council for Final Action. Under state law, if a final plat complies with the requirements of Utah Code and applicable municipal ordinances, the City must approve the plat.[4] Scheduling plats on Planning Commission and City Council agendas could take up to three or more months. On October 26, 2023, the City Council adopted Ordinance No. 2023-49 shifting Final Action for plats from the City Council to the Planning Commission, streamlining the review process.

Administrative review (staff level) and approval of plats is also permitted.[5] For condominium plats, any modification—regardless of whether it requires changes to the exterior of an existing condominium unit—requires a plat amendment to reflect as-built or proposed conditions and changes to private, common, or limited common areas. As a result, even minor changes require Planning Commission review and approval. On April 8, 2026, the Planning Commission requested staff research possible LMC amendments to create an administrative review process for certain limited condominium plat amendments to streamline reviews and allow the Planning Commission time on agendas to focus on more impactful applications (Minutes, p. 15).

The Planning Commission conducted a work session to review possible LMC amendments on May 27, 2026 (Packet, Item 6.A; Minutes, p. 2). On July 8, 2026, the Planning Commission opened a public hearing and unanimously forwarded a positive recommendation to City Council to establish an administrative review for the following

[2] LMC § 15-1-2 *Statement of Purpose*
[3] LMC § 15-1-7 *Amendments to the Land Management Code and Zoning Map*
[4] Utah Code § 10-20-805(10)
[5] Utah Code § 10-20-805(9)(b)

condominium plat amendments:

- Creation of a private loft, mezzanine, or habitable area within an attic, crawl space, or similar unfinished space;
- Conversion of residential common area to reflect City-approved as-built conditions that comply with LMC requirements;
- Enclosure of a compliant deck up to 100 square feet;
- Combination of up to two adjacent residential condominium units under one ownership (Packet, Item 5.G; Meeting Media) (Ordinance lines 19-23, 64-65, 102, 201-300).

These amendments will have a measurable effect. Roughly 40% of condominium plat amendments reviewed by the Planning Commission in the last three years would have qualified for administrative review under the proposed LMC amendments. This streamlined process is also appreciated by property owners and applicant representatives because it allows for their applications to be reviewed in a matter of weeks rather than months.

(II) Align with Senate Bill 284 *Local Land and Water Modifications*.

This year, the Utah Legislature enacted Senate Bill 284 *Local Land and Water Modifications* requiring updates to (a) Planning Commissioner removal, recusal, and annual training; (b) City Council authority to enact a land use regulation if the Planning Commission does not timely forward a recommendation; (c) revise the review process for new and unlisted business licenses; and (d) clarify the burden of proof and standard of review for land use appeals.[6] On June 24, 2026, the Planning Commission reviewed these amendments and unanimously forwarded a positive recommendation for City Council consideration (Packet, Item 6.E; Minutes, p. 19).

(a) Planning Commissioner removal, recusal, and annual training.

LMC Chapter 15-12 outlines terms and eligibility, and the rules, powers, and duties of the Planning Commission. The following amendments are recommended to align with state law:

Grounds for Removal – LMC § 15-12-3 *Grounds for Removal* currently outlines that any Planning Commissioner who is absent from two consecutive regularly scheduled meetings or four regularly scheduled meetings per calendar year, or who violates Municipal Code of Park City Title 3 *Ethics*,[7] may be asked to resign or be removed for

[6] Senate Bill 284 also requires updates to Accessory Dwelling Units, which take effect in October. The Planning Commission is continuing to review potential updates to the LMC as part of the affordable housing LMC updates.

[7] Municipal Code of Park City Title 3 *Ethics* outlines requirements regarding fair and equal treatment, agents of public purpose, gifts and use of office for personal benefit, use of public property, ex parte communications, City allegiance and proper conduct, avoidance of impressions of corruptibility, political activity of municipal officers, and later case interest/future employment. Planning Commissioners complete annual training and submit an Annual Ethics Pledge verifying understanding of and compliance with the rules.

cause by the City Council.

- Senate Bill 284 now requires cause for removal to also include:
  - Using public funds for a political purpose.
  - Violating the Municipal Officers' and Employees' Ethics Act.
  - Acting with the intent to influence a land use decision or an appeal of a pending land use application in a manner that creates actual impermissible bias or an unacceptable risk of impermissible bias in the Planning Commissioner's administrative or quasi-judicial duties.

As a result, LMC § 15-12-3 *Grounds for Removal* is proposed be amended to reflect these updates (Ordinance lines 302-317).

Recusal – Municipal Code of Park City Title 3 *Ethics* establishes the code of ethics for public officials, including disclosure, conflicts of financial interest, use of public property, ex parte communications, and other requirements and standards. Senate Bill 284 requires that the Ordinance establishing the Planning Commission provide requirements for when recusal is required from deliberating or voting on certain land use applications.[8] As a result, LMC § 15-12-2.1 *Recusal* is proposed to be enacted to reflect this requirement (Ordinance lines 319-321).

Annual Training – In 2021, the Utah Legislature enacted H.B. 409 *Municipal and County Land Use and Development* to establish annual Planning Commissioner training requirements. Each year, Planning Commissioners must complete:

- One hour of annual training on general powers and duties.
- Three hours of annual training, which may include topics ranging from appeals to real estate procedures and financing.[9]

Senate Bill 284 now requires that annual training also include:

- The role of the Planning Commission in administrative, legislative, and quasi-judicial functions.
- Ex parte communication.
- Conflict of interest.

As a result, LMC § 15-12-2.2 *Annual Training* is proposed to be enacted to reflect this requirement (Ordinance lines 323-325).

(b) City Council authority to enact a land use regulation if the Planning Commission does not timely forward a recommendation.

Utah Code § 10-20-102(43) defines "land use regulation" as:

- A legislative decision enacted by ordinance, law, code, map, resolution,

[8] Utah Code Section 10-20-301(1)(v)

[9] Planning Commissioners participating in 12 Commission meetings within a calendar year qualify for one completed hour of training. The Park City Planning Commissioners have completed the required annual training since enacted in 2021.

engineering or development standard, specification for public improvement, fee, or rule that governs the use or development of land;
- Includes the adoption or amendment of a zoning map or the text of the zoning code.

Regarding preparation and adoption of a land use regulation, prior to the Utah legislature's adoption of Senate Bill 284, Utah Code § 10-20-502(2)(c) stated "[a] legislative body could consider the Planning Commission's failure to make a timely recommendation as a negative recommendation if the legislative body has provided for that consideration by ordinance."

The City Council established such authority in LMC § 15-1-7 *Amendments to the Land Management Code and Zoning Map*. Subsection (B) requires that the Planning Commission conduct a public hearing for LMC amendments and zoning map amendments and subsection (C) requires that the Planning Commission forward a formal recommendation to the City Council prior to Final Action. "If the Planning Commission fails to take action within thirty (30) days of the public hearing, the City Council may consider the matter forwarded from the Planning Commission with a negative recommendation and may hear the matter."[10]

Senate Bill 284 now requires updates to the LMC stating the legislative body may adopt or reject a proposed land use regulation without waiting for a recommendation from the Planning Commission if:
- A land use applicant makes a request pursuant to Utah Code § 10-20-905(2)(b) (known as the "ripcord provision" wherein the applicant may request final action on a complete application within 45 days), or
- A legislative body determines the Planning Commission has had adequate time to consider the land use regulation.

As a result, LMC § 15-1-7 is proposed to be amended to reflect this Council authority (Ordinance lines 2-17).

(c) Revise the review process for new and unlisted business licenses.

The Use Table for each Zoning District establishes allowed, conditional, and prohibited uses. In 2025, the Utah legislature adopted Senate Bill 179 *Local Regulation of Business Entities Amendments* requiring that municipalities create a timely review process for new and unlisted uses that are proposed through a business license. As a result, on June 5, 2025, the City Council adopted Ordinance No. 2025-11 to amend LMC § 15-1-8(J) to:
- Require that the Planning team evaluate and approve a proposed new or unlisted use if it aligns with an existing use and does not:
    - Generate new vehicle trips,
    - Increase demand for delivery and service vehicles, loading and unloading

[10] LMC § 15-1-7(C)

zones, and trash and recycling,
    - Increase parking, or
    - Generate noise, vibration, odors, steam, or other mechanical factors.
- If it does not align with an existing use or creates the impacts listed above, the proposed new or unlisted use must be reviewed by the Planning Commission within 45 days for recommendation to the City Council on whether it should be allowed, conditional, or prohibited.
- The City Council then considers the proposed use within 45 days after receiving the Planning Commission's recommendation for Final Action.

This year, the Utah legislature adopted Senate Bill 284 to revise the process and eliminate Planning Commission review and recommendation. As a result, LMC § 15-1-8(J) is proposed to be amended to reflect this change (Ordinance lines 25-63).

(d) Clarify the burden of proof and standard of review for land use appeals.

LMC § 15-1-18 *Appeals and Reconsideration Process* subsection (G) establishes the burden of proof for an appeal of a land use decision: "[t]he appellant has the burden of proving that the land use authority erred," meaning the appeal authority reviews substantial evidence on the record.

However, Senate Bill 284 repealed and reenacted Utah Code § 10-20-1105 – *Burden of proof* to establish two burdens, one for a land use applicant (the property owner or designee[11]) and a higher burden of proof for an adversely affected party (a person who owns real property adjoining the property or will suffer a damage different in kind than, or an injury distinct from, that of the general community as a result of a land use decision[12]).

Utah Code § 10-20-1105 now states:

In an appeal described in this part:

(1) *if the appellant is a land use applicant, the appellant has the burden of proving that the land use authority's land use decision is illegal or is not supported by substantial evidence; or*

(2) *if the appellant is an adversely affected party, the appellant has the burden of proving that the land use authority's land use decision is illegal, or that the factual findings are clearly erroneous.*

As a result, LMC § 15-1-18(G) is proposed to be amended to reflect this change (Ordinance lines 69-99).

Additionally, last year, the Utah legislature enacted Utah Code § 10-20-1101(5) prohibiting municipalities from conducting public hearings for appeals and variances.

[11] Utah Code § 10-20-102(38)
[12] Utah Code § 10-20-102(2)

Through Senate Bill 284, the Utah legislature further amended Utah Code § 10-20-1106 – *Due Process*:

> *(3) An appeal authority may only allow the following people to present or speak during an appeal hearing:*
>
> *(a) the appellant or the appellant's representatives;*
>
> *(b) the land use applicant or the land use applicant's representatives; and*
>
> *(c) the municipality's representatives.*

No amendments to the LMC are recommended. We will continue to note this change and cite Utah Code for appeal and variance reviews.

(III) Update the Transportation Impact Study Guidelines and establish Transportation Demand Management criteria to clarify project review and traffic mitigation.

For developments or redevelopments that generate 25 new vehicle trips during the weekday PM peak hour, under the current process, an applicant submits a traffic scoping memo outlining a project's uses and estimated vehicular trip generation and Traffic Impact Study (TIS). The TIS analyzes traffic conditions with and without the project at five key intersections in the City. The TIS also analyzes a project's parking demand and site access. However, the current TIS Guidelines do not require a developer to implement strategies or programs to address traffic impacts associated with a project and there are no standards established in the LMC.

To address this gap, the Engineering, Planning, and Transportation Planning teams worked with a third-party consultant to update the TIS Guidelines and establish a TDM Toolbox to provide applicants and the Planning Commission and staff with consistent and measurable criteria to address transportation for new development and to establish annual reporting and flexibility for future modifications as needed.

Under the proposed TIS updates, projects generating more than 10 peak-hour vehicle trips are required to use the TDM Toolbox, which aggregates the proposed Uses for the project and calculates the number of peak-hour trips the project is expected to generate. Developers must earn credits toward offsetting at least 50% of the trips generated by the project by implementing TDM strategies:

- **Site Design and Layout:** Active street design, design elements for pedestrians, cyclists, and transit users.
- **Site Programs:** Car and bike share programs, on-site childcare, shared parking agreements, shuttle services.
- **On- and Off-Site Features and Infrastructure:** Activated streetscapes, enhanced crosswalks, improved bus stops.
- **Custom Features:** Developers may propose custom strategies for initial review by staff and final review and approval by the Planning Commission.

The Toolbox is designed to encourage and incentivize a variety of TDM strategies to create projects that provide pedestrian, bicyclist, transit, and vehicle transportation options for people coming to and from the site.

Additionally, the recommended LMC amendments prohibit leasing of approved parking spaces for other uses, with exceptions regarding Special Events. This is to address new technology and apps that enable property owners to lease parking spaces (Ordinance lines 105-200).

The Planning Commission conducted several work sessions and public hearings to review the proposed amendments:

- August 27, 2025 (Packet, Item 5.B; Minutes, p. 12)
- January 14, 2026 (Packet, Item 5.A; Minutes, p. 2)
- April 8, 2026 (Packet, Item 5.A; Minutes, p. 2)

On June 24, 2026, the Planning Commission opened a public hearing and unanimously forwarded a positive recommendation to City Council (Packet, Item 6.C; Minutes, p. 19).

(IV) Amend regulations for types and materials of fences in residential Historic Districts.

On November 18, 2025, the City Council directed staff and the Historic Preservation Board (HPB) to evaluate the type and materials for fences in residential Historic Zoning Districts and the location of fences that encroach in Rights-of-Way (Packet, New Business Item 1; Minutes, p. 8). In part, there was concern about a solid wood fence that had been installed without permits and discussion regarding whether solid fences should be allowed within the Historic Districts.

The 1983 *Historic District Design Guidelines* and the 2009 *Design Guidelines for Historic Districts and Historic Sites* recommended avoiding solid fences in the front yard. The 1983 *Historic District Design Guidelines* included dimensions for wood picket fences, indicating “the boards were 3 1/2” wide with a spacing of 1 3/4” between boards.” However, when the *Design Guidelines* were overhauled in 2019, these regulations were removed, allowing solid fence installations along the Historic District streetscapes. Yet, these are not reflective of the types and materials or compatible with the fences seen historically in Old Town. Fences in Old Town were generally picket, woven wire, and simple metal.

Figure 1: 1940s tax photo courtesy of the Park City Museum showing a picket fence.

Figure 2: 1940s tax photo courtesy of the Park City Museum showing a woven wire fence.

Figure 3: 1940s tax photo courtesy of the Park City Museum showing a woven wire and picket fence.

The Planning Department coordinated with the Engineering and Public Works Departments, conducted public outreach, and researched peer communities. The Planning Department then conducted two work sessions with the HPB:

- December 3, 2025 (Packet, Item 6.C; Minutes, p. 6)
- January 7, 2026 (Packet, Item 6.A; Minutes, p. 2)

On June 3, 2026, the HPB reviewed the draft ordinance and unanimously forwarded a positive recommendation of the draft ordinance, as amended, to the Planning Commission and City Council (Packet, Item 6.C; Minutes, p. 11). On June 24, 2026, the Planning Commission unanimously forwarded a positive recommendation for City Council consideration (Packet, Item 6.C; Minutes, p. 16).

The proposed amendments prohibit solid fences in the front yard and address the type and materials for fences in the Historic Zoning Districts to preserve the character. The following fence types are allowed:

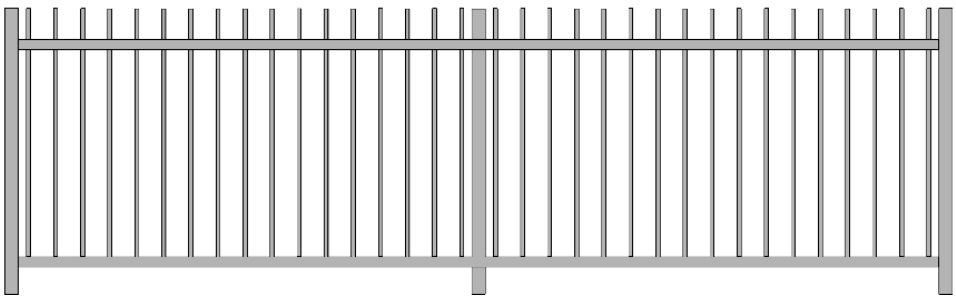


Figure 4: Example simple metal fence.

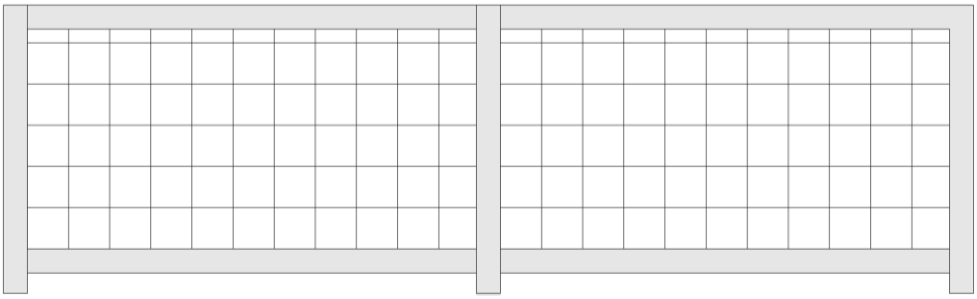


Figure 5: Example woven wire fence.

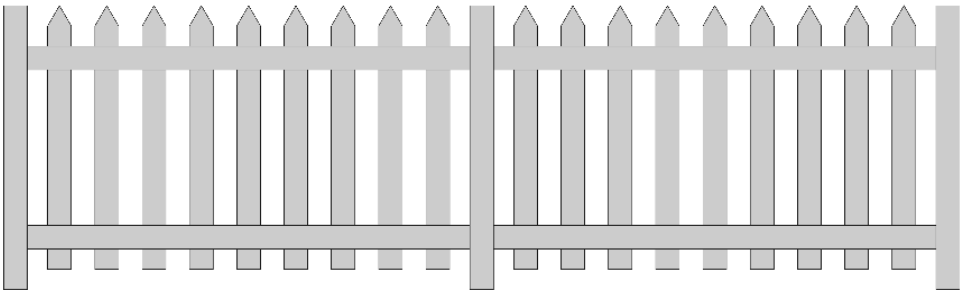


Figure 6: Example picket fence.

The proposed amendments establish the following:

- Fences shall be wood, metal, or a combination thereof in a similar style seen historically.
    - New alternative materials and non-historic materials may be used pursuant to the Master List of Non-Historic Materials and Finishes on file with the Planning Department.
- Picket fences, woven wire fences, and simple metal fences are allowed within the front yard or where visible from the Right-of-Way.
    - Picket fences shall have a minimum picket spacing of one-half (1/2) the width of the picket.
- Materials shall be weather resistant, or weather resistant coatings shall be utilized. Plastic and vinyl materials are prohibited.
- Solid, ornate wrought iron, board, split or horizontal rail, railroad tie, and timber fences within the front yard or where visible from the Right-of-Way are prohibited (Ordinance line 327-353).

Department Review

The Planning and Executive Departments and City Attorney's Office reviewed this report.

Notice

These amendments were publicly noticed in accordance with the requirements of LMC § 15-1-21 for Ministerial amendments that update the LMC to align with state law and affect entire Zoning Districts. Staff posted notice to the City and Utah Public Notice websites on July 20, 2026. The *Park Record* published notice on July 25, 2026.

Public Input
Staff did not receive any public input at the time this report was published.

Alternatives
The City Council may:

- Adopt Ordinance No. 2026-19.
- Deny Ordinance No. 2026-19.
- Request additional information and continue the discussion to a date certain.

Exhibit
A: Draft Ordinance No. 2026-19

Attachment 1 – Land Management Code Amendments
Attachment 2 – Transportation Impact Study Guidelines
Attachment 3 – Transportation Demand Management Toolbox

Ordinance No. 2026-19

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE TO STREAMLINE LIMITED CONDOMINIUM PLAT AMENDMENTS BY SHIFTING REVIEW FROM THE PLANNING COMMISSION TO STAFF, TO ALIGN WITH SENATE BILL 284 *LOCAL LAND AND WATER MODIFICATIONS*, TO UPDATE THE TRANSPORTATION IMPACT STUDY GUIDELINES AND ESTABLISH TRANSPORTATION DEMAND MANAGEMENT CRITERIA, AND TO AMEND REGULATIONS FOR TYPES AND MATERIALS OF FENCES IN RESIDENTIAL HISTORIC DISTRICTS

WHEREAS, the purpose of the Land Management Code (LMC) is to promote the general health, safety, and welfare of the present and future inhabitants, businesses, and visitors of the City and to protect and enhance the vitality of the City's resort-based economy, the overall quality of life, the Historic Character, and unique mountain town community;

WHEREAS, the LMC implements the goals and policies of the General Plan;

WHEREAS, to streamline reviews and support efficient City Council agendas and because the Planning Commission has expertise on the requirements of the LMC and relevant governing documents like annexation agreements and development agreements, the City Council adopted Ordinance No. 2023-49 shifting final action for plats from the City Council to the Planning Commission;

WHEREAS, under state law, if a final plat complies with the requirements of Utah Code and applicable municipal ordinances, the City must approve the plat;

WHEREAS, administrative or staff level review and approval of plats is permitted under state law;

WHEREAS, to further streamline reviews and support efficient Planning Commission agendas, on April 8, 2026, the Planning Commission requested staff research possible LMC amendments to create an administrative review process for certain limited condominium plat amendments;

WHEREAS, on May 27, 2026, the Planning Commission conducted a work session and provided input on proposed amendments for administrative review of limited condominium plat amendments;

WHEREAS, on July 8, 2026, the Planning Commission conducted a duly noticed public hearing on amendments for administrative review of limited condominium plat amendments and unanimously forwarded a positive recommendation to the City Council;

WHEREAS, the Utah Legislature passed Senate Bill 284 *Local Land and Water Modifications* updating Planning Commissioner requirements and powers and duties;

WHEREAS, to align with Senate Bill 284, amendments to LMC Chapter 15-12 *Planning Commission* are required regarding removal, recusal, and annual training;

WHEREAS, on June 24, 2026, the Planning Commission conducted a duly noticed public hearing and unanimously forwarded a positive recommendation on LMC amendments to address Planning Commissioner removal, recusal, and annual training;

WHEREAS, Senate Bill 284 also requires amendments to the LMC regarding City Council authority to enact a land use regulation if the Planning Commission does not timely forward a recommendation, updating the review process for new and unlisted business licenses, and revising the burden of proof and standard of review for land use appeals;

WHEREAS, on July 8, 2026, the Planning Commission conducted a duly noticed public hearing on LMC amendments to comply with Senate Bill 284 regarding City Council authority on land use regulations, business license reviews, and appeals and unanimously forwarded a positive recommendation to the City Council;

WHEREAS, the Mission Statement of the General Plan states that “[w]e will not increase our road network and look at creative-multimodal solutions to address traffic and mobility;”

WHEREAS, Transportation is one of the themes of the General Plan;

WHEREAS, the LMC implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of the present and future inhabitants, to protect and enhance the vitality of the City’s resort-based economy, to provide for safe and efficient traffic and pedestrian circulation, and to protect the small town experience;

WHEREAS, updates to the LMC are needed to reflect the Planning Commission’s review of Transportation Impact Studies and Transportation Demand Management programs associated with new developments and redevelopments;

WHEREAS, on August 27, 2025, January 14, 2026, and April 8, 2026, the Planning Commission conducted work sessions on the Transportation Impact Study Guidelines and Transportation Demand Management LMC amendments;

WHEREAS, on June 24, 2026, the Planning Commission conducted a duly noticed public hearing on the Traffic Impact Study Guidelines and the Transportation Demand Management LMC amendments and unanimously forwarded a positive recommendation to City Council;

WHEREAS, Historic Character is one of the core values in the General Plan;

WHEREAS, Strategy 5O in the General Plan is "[e]valuating the Historic District Design Regulations for consistency and potential modifications that further preservation efforts while supporting a degree of flexibility" and the related action is "[e]valuating streetscape standards that support walkability efforts and reinforce the historic nature of Park City's older neighborhoods/urban form."

WHEREAS, Strategy 5P of the General Plan is "[r]eviewing new construction for suitability and compatibility of infill development within the Historic Districts" and the related action is "[a]nalyzing the influence of site design and architecture as part of the review, including the impact of setbacks, fence height, and fence location on the streetscape and the pedestrian experience."

WHEREAS, the purpose of the Historic Preservation Board is to, in part, preserve the City's unique historic character and to encourage compatible design and construction in the City's Historic Districts and Historic Sites through periodic updates to LMC Chapters 15-11 *Historic Preservation* and 15-13 *Regulations for Historic Districts and Historic Sites*;

WHEREAS, pursuant to LMC § 15-11-11, from time to time, the Historic Preservation Board may recommend changes to the *Regulations for Historic Districts and Historic Sites* to the Planning Commission and City Council, provided that no changes in the guidelines shall take effect until adopted by an ordinance of the City Council;

WHEREAS, on December 3, 2025, January 7, 2026, and March 4, 2026, the Historic Preservation Board conducted work sessions on potential amendments to the LMC to consider updates to fence regulations in the residential Historic Districts and provided input to the Engineering and Public Works Departments on the location of a fence within a Historic District right-of-way;

WHEREAS, on June 3, 2026, the Historic Preservation Board conducted a duly noticed public hearing and unanimously forwarded a positive recommendation to updates on fence regulations in the residential Historic Districts to the Planning Commission and City Council;

WHEREAS, on June 24, 2026, the Planning Commission conducted a duly noticed public hearing on updates to fence regulations in the residential Historic Districts and unanimously forwarded a positive recommendation to the City Council;

WHEREAS, on August 13, 2026, the City Council conducted a duly noticed public hearing on the proposed LMC amendments.

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah, as follows:

SECTION 1. AMEND MUNICIPAL CODE OF PARK CITY TITLE 15 LAND MANAGEMENT CODE. The recitals are incorporated herein as Findings of Fact. Municipal Code of Park City Title 15 Land Management Code Sections 15-1-7 *Amendments to the Land Management Code and Zoning Map*, 15-1-8 *Review Procedure Under the Code*, 15-1-18 *Appeals and Reconsideration Process*, 15-1-21 *Notice Matrix*, 15-3-7 *Parking In Master Planned Development and Conditional Use Permits*, 15-6-4 *Process*, 15-6.1-9 *Parking*, 15-3-2 *Requirement*, 15-7-4 *Authority*, 15-7.1-3 *Classification of Subdivision*, 15-12-3 *Grounds for Removal*, 15-13-2 *Regulations For Historic Residential Sites*, and 15-13-8 *Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts* are hereby amended and Sections 15-12-2.1 *Recusal* and 15-12-2.2 *Annual Training* are hereby enacted as outlined in Attachment 1.

SECTION 2. ENGINEERING SPECIFICATIONS. The 2026 Transportation Impact Study Guidelines and Transportation Demand Management Toolbox are hereby adopted as outlined in Attachment 2.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED THIS 13th day of August 2026.

PARK CITY MUNICIPAL CORPORATION

_____

Ryan Dickey, Mayor

Attest:

_____

City Recorder

Approved as to form:

_____

City Attorney’s Office

ATTACHMENT 1

15-1-7 Amendments To The Land Management Code And Zoning Map

. . . .

C. ACTION BY PLANNING COMMISSION.

1. Following the hearing, the Planning Commission must adopt formal recommendation(s) to the City Council regarding the matter before it, approving, disapproving, or modifying the proposal. [~~If the Planning Commission fails to take action within thirty (30) days of the public hearing, the City Council may consider the matter forwarded from the Planning Commission with a negative recommendation and may hear the matter.~~]
2. The City Council may adopt or reject a proposed LMC or zoning map amendment without waiting for a formal recommendation from the Planning Commission if:
    a. The Applicant makes a request described in Utah Code Section 10-20-905(2)(b); or
    b. The City Council determines that the Planning Commission has had adequate time to consider the land use regulation.

. . . .

15-1-8 Review Procedure Under the Code

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H. Subdivisions and Major Condominium Plat Amendments are initially reviewed by staff and submitted to the Planning Commission for Final Action. Minor Condominium Plat Amendments are reviewed with Final Action by Planning staff.

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J. Proposed Business Classification Request. Applicants may submit a written classification request to the Planning Department that outlines a proposed business use.

1. If the proposed use aligns with an existing use defined in Section 15-15-1 and meets the criteria below, the Planning Department will inform the Applicant that they may submit a business license application subject to the regulations of the existing use in appropriate Zoning Districts.
    a. The proposed use will not generate more new vehicle trips than the existing use with which it aligns.
    b. The proposed use does not generate increased demand for delivery and service vehicles, loading and unloading zones, and trash and recycling than the existing use with which it aligns.
    c. The amount of off-Street parking for the proposed use is comparable to the existing use.
    d. The proposed use does not generate noise, vibration, odors, steam, or other mechanical factors that might affect people and property off-site.
2. If the proposed use does not align with an existing use, it will be determined to be a New or Unlisted Business Use, and the Planning Department will inform the Applicant that they may proceed under the New or Unlisted Business Use Section.
    a. If the Applicant disagrees with the classification, the Applicant may appeal to the Board of Adjustment.

3. New or Unlisted Business Uses. If a proposed business use is determined to be a New or Unlisted Business Use, Applicants may submit a written application for the approval of the New or Unlisted Business Use to the Planning Department. The Planning Department shall:

a. Within 45 days of the written request, provide a recommendation for the New or Unlisted Business Use as Allowed, Conditional, or prohibited in all Zoning Districts for review by the [~~Planning Commission and recommendation to the~~] City Council.

[~~b~~] [~~Within 45 days after receiving a recommendation from the Planning Commission, the City Council shall consider and determine whether to approve or deny the New or Unlisted Business Use.~~]

b[~~c~~] If the City Council approves a New or Unlisted Business Use, the City Council shall designate all appropriate Zoning Districts for the use.

c[~~d~~] If the City Council denies the New or Unlisted Business Use, the City Council shall notify the applicant in writing of each reason for the denial or classification. The Applicant may appeal a New or Unlisted Business Use determination to the Board of Adjustment.

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RECOMMENDATION (y) FINAL ACTION (X) and APPEAL (z)						
	Planning	**HPB**	**Board of Adjustment**	**Planning Commission**	**City Council**	**Administrative Hearing Officer**
Allowed Use	X					
Historic District Design Review	X		z			
Administrative Permits	X			z		
Conditional Use				X		z

RECOMMENDATION (y) FINAL ACTION (X) and APPEAL (z)						
	Planning	**HPB**	**Board of Adjustment**	**Planning Commission**	**City Council**	**Administrative Hearing Officer**
Conditional Use Admin.	X			z		
Determination of Significance		X	z			
MPD				X		z
Determination of Non-Conforming Use and Non-Complying Structures	X		z			
Change of Non-Conforming Use			X			
Historic Preservation Board Review for Material Deconstruction		X	z			
Subdivision Plat Amendment				X		z
Condominium Plat Amendment, Minor	X			z		
Condominium Plat Amendment, Major				X		z
Variance			X			
Subdivision and Condominium Plats				X		z
Annexation and Zoning				y Recommendation to CC	X	
Zoning Appeal			X			
LMC Amendments				y Recommendation to CC	X	

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15-1-18 Appeals and Reconsideration Process

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G. **BURDEN OF PROOF AND STANDARD OF REVIEW**.

1. The appeal authority shall act in a quasi-judicial manner.
2. The appellant has the burden of proving that the land use authority erred.
    a. If the appellant is a land use applicant as defined in Utah Code Section 10-20-102, the appellant has the burden of approving that the land use authority's land use decision is illegal or is not supported by substantial evidence.
    b. If the appellant is an adversely affected party as defined in Utah Code Section 10-20-102, the appellant has the burden of proving that the land use authority's land use decision is illegal, or that the factual findings are clearly erroneous.
3. The appeal authority shall review factual matters on the record, with deference to the land use authority.
4. The appeal authority shall determine the correctness of the land use authority's interpretation and application of the plain meaning of the land use regulations, and interpret and apply a land use regulation to favor a land use application unless the land use regulation plainly restricts the land use application. All appeals must be made in writing.
5. Review of petitions of appeal shall be limited to consideration of only those matters raised by the petition(s).
6. The land use authority may not review discretionary or quasi-legislative approvals pursuant to the zoning ordinance, including but not limited to granting additional height, setbacks, or parking exceptions pursuant to performance

zoning or site improvements in MPD and AMPD applications. Appeals of such determinations shall be directly to District Court in Summit County.

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N. **APPEAL FROM THE HEARING OFFICER**. The Applicant or any [~~Person~~] adversely affected party aggrieved by City action on the project may appeal the Final Action by a Land Use Hearing Officer to a court of competent jurisdiction. The decision of a Land Use Hearing Officer stands, and those affected by the decision may act in reliance on it unless and until the court enters an interlocutory or final order modifying the decision.

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15-1-21 Notice Matrix

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NOTICE MATRIX (See Section 15-1-12 for specific notice requirements)			
ACTION:	**POSTED IN A PUBLIC LOCATION WITHIN THE CITY:**	**MAILING:**	**PUBLISHED ON THE CITY WEBSITE AND ON THE UTAH PUBLIC NOTICE WEBSITE):**
ALL OTHER NOTICES:			
…			
Preliminary and Final Subdivision Plat Applications **Condominium Plats** **Condominium Plat Amendments** **Subdivision Plat Amendments**	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing to Property Owners within 300 ft.	14 days prior to the first hearing before the Planning Commission or Planning Director.
…			

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15-3-2 Requirement

A. An Applicant shall provide required Off-Street parking with adequate provisions for independent ingress and egress by automobiles and other motorized vehicles, required Electric Vehicle Charging Station Infrastructure, and Electric Vehicle Charging Station installations at the time a Building is erected or enlarged.

B. If any land, Structure, or Use is changed to create more Off-Street parking demand, the Owner must provide such additional Off-Street parking and required Electric Vehicle Charging Station Infrastructure and installation for the new Use.

C. Required parking must be on-Site unless the Planning Commission allows such parking on adjacent or nearby deed restricted Lots.

D. Off-Street parking required for approved Uses shall not be separately leased for Off-Site or alternate Uses unless specifically approved by the Planning Commission or the Special Events Department.

. . . .

15-3-7 Parking In Master Planned Development And Conditional Use Permits

A. In Master Planned Developments and in review of Conditional Use permits, the initial parking requirement is determined by referring to the requirements for the Use and the underlying zone. The Planning Commission may, upon review of an Applicant's Transportation Impact Study and Transportation Demand Management Plan, reduce this initial parking requirement to prevent excessive parking and paving. ~~The Applicant must prove by a parking study that the proposed parking is adequate.~~ The ~~parking study~~ Planning Commission must analyze ~~whether~~:

1. Whether parking Uses will overlap,
2. Whether commercial spaces within the project will serve those residing within the project rather than the general public, and
3. ~~or~~ Other factors that support the conclusion that the project will generate less parking than this Code would otherwise require.

B. Master Planned Developments with a parking demand of eight (8) or fewer Parking Spaces may not reduce required parking under any circumstance.

C. See Section 15-3-3 and Chapter 15-6 for Parking Area Landscaping Requirements for MPDs.

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15-6-4 Process

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C. **ADDITIONAL STUDIES.** The Commission may require Applicants to submit and fund additional studies for Master Planned Development proposals that significantly increase the Density and intensity of Use of a Site. [~~If the Commission requires an Applicant to submit a traffic study, the Transportation Department and City Engineer shall recommend a method of modeling and scope of the study area.~~] Applicants shall submit a Traffic Impact Study and Transportation Demand Management Plan pursuant to the City's adopted Transportation Impact Study Guidelines and Transportation Demand Management Toolbox.

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15-6-5 Master Planned Development Requirements

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E. **OFF-STREET PARKING**

1. The number of Off-Street Parking Spaces in each Master Planned Development shall not be less than the requirements of the Land Management Code, except that the Planning Commission may increase or decrease the required number of Off-Street Parking Spaces based upon a ~~Parking analysis~~ Transportation Impact Study and Transportation Demand Management Plan submitted by the Applicant at the time of Master

Planned Development submittal. The ~~Parking analysis~~ Planning Commission shall ~~contain, at a minimum,~~ consider the following information:

a. The proposed number of vehicles required by the occupants of the project based upon the proposed Use and occupancy.
b. A Parking comparison of projects of similar size with similar occupancy type to verify the demand for occupancy Parking.
c. Parking needs for non-dwelling Uses, including traffic attracted to Commercial Uses from Off-Site.
d. An analysis of time periods of Use for each of the Uses in the project and opportunities for shared parking by different Uses. This shall be considered only when there is Guarantee by Use covenant and deed restriction.
e. A plan to discourage the Use of motorized vehicles and encourage other forms of transportation.
f. Provisions for overflow Parking during peak periods.
g. An evaluation of potential adverse impacts of the proposed Parking reduction and Density increase, if any, upon the surrounding neighborhood and conditions of approval to mitigate such impacts.

The Planning Department shall review the ~~Parking analysis~~ Transportation Demand Management Plan and provide a recommendation to the Commission. The Commission shall make a finding during review of the Master Planned Development as to whether ~~or not~~ the ~~Parking analysis~~ Transportation Demand Management Plan supports a determination to increase or decrease the required number of Parking Spaces.

. . . .

15-6.1-9 Parking

A. Affordable Master Planned Developments shall comply with Chapter 15-3, Off-Street Parking.

B. The Applicant may request that the Planning Commission reduce the parking required by Section 15-3-6, Parking Ratio Requirements For Specific Land Use Categories. To request a parking reduction, the Applicant must:

1. Demonstrate that parking reductions materially increase the feasibility of the proposed Affordable Master Planned Development;
2. Fund and submit a ~~parking and traffic~~ Transportation Impact Study and Transportation Demand Management Plan. The City will complete a third-party review of the submitted study at the Applicant's expense ~~completed by a third party selected by the City~~; and
3. Demonstrate that the proposed Affordable Master Planned Development sufficiently addresses the parking demand for the project.

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15-7-4 Authority

A. By authority of ordinance of the City Council of Park City, hereinafter referred to as "City Council", adopted pursuant to the powers and jurisdictions vested through Title 10, Chapters 3 and 9a, and Title 17, Chapter 27a of the Utah Code, as amended, and other applicable laws, statutes, ordinances, and regulations of the State of Utah, the City Council hereby delegates the power and authority to review, approve, and disapprove plats for subdividing land within the corporate limits of Park City which show Lots, blocks, or Sites with or without new Streets or highways to the Planning Commission or Planning Director as follows:
   1. PLANNING COMMISSION: Preliminary and Final Subdivision Plats, Condominium Plats, Subdivision Plat Amendments, Major Condominium Plat Amendments
   2. PLANNING DIRECTOR: Minor Condominium Plat Amendments

B. By the same authority, the Planning Commission and Planning Director do~~es~~ hereby exercise the power and authority to pass and approve Development in Subdivisions, Re-subdivisions, or Boundary Adjustments of land already recorded in the office of the County Recorder if such are entirely or partially undeveloped.

C. The plat, Subdivision, Re-subdivision or Boundary Adjustments shall be considered to be void if:

1. the plat, Subdivision, Re-subdivision, or Boundary Adjustments have been recorded with the County Recorder's office without a prior approval by the Planning Commission or Planning Director, or in the case of a Simple Boundary Adjustment, its designated responsible official, or
2. the plat, Subdivision, Re-subdivision, or Boundary Adjustments have been approved by the Planning Commission or Planning Director where the approval has been granted more than three (3) years prior to granting a Building permit, on the partially or entirely undeveloped land and the zoning regulations, either bulk or Use, for the district in which the Subdivision is located, have been changed subsequent to the original final plat, Subdivision, Re-subdivision, or Boundary Adjustments approval.

D. A Transfer of land pursuant to a void plat is voidable.

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15-7.1-3 Classification of Subdivision

A. **SUBDIVISION**. At its discretion, the Planning Commission may waive one or more of the steps in the approval process by allowing the Applicant and/or Developer to combine the requirements of the Preliminary Plat and final Subdivision Plat into a single submittal.

1. **MINOR SUBDIVISION**. A Subdivision containing not more than three (3) Lots fronting on an existing Street, not involving any new Street or road, or the extension of municipal facilities, or the creation of public improvements.
    a. Final Plat. A Final Plat shall be approved in accordance with these regulations.
2. **MAJOR SUBDIVISION**. A Subdivision of land into four (4) or more Lots, or any size Subdivision requiring any new Street.
    a. Preliminary Plat. A Preliminary Plat may be approved in accordance with these regulations.
    b. Final Plat. A Final Plat shall be approved in accordance with these

regulations.

B. **PLAT AMENDMENT**. The combining of existing subdivided Lots into one or more Lots, any recombination of historically platted Properties located within either the Park City/Millsite or Snyder's Addition surveys, Full Boundary Adjustments, or the amendment of plat notes or other platted elements including but not limited to easements, limits of disturbance boundaries or areas, building pads, and house size limitations. Plat Amendments shall be reviewed according to the requirements of Section 15-7.1-6 Final Subdivision Plat and approval shall require a finding of Good Cause and a finding that no Public Street, Right-of-Way, or easement has been vacated or amended.

1. **FINAL PLAT**. A Final Plat shall be approved in accordance with these regulations.

C. **CONDOMINIUM**.

1. **FINAL PLAT**. A Final Plat shall be approved in accordance with these regulations.

D. **CONDOMINIUM PLAT AMENDMENT.**

1. **MAJOR CONODOMINIUM PLAT AMENDMENT**. A plat amendment including any of the following:
    a. creating additional condominium units;
    b. combining any number of commercial or more than two residential condominium units into a smaller number of condominium units;
    c. enclosing a deck greater than 100 square feet to create habitable space;
    d. converting private, common, or limited common areas within commercial condominium developments;
    e. any scope of work increasing a condominium's Off-Street parking requirement;
    f. additions involving exterior changes beyond the scope of a minor condominium plat amendment.
    g. any change or plat modification exceeding the criteria for Minor Condominium Plat Amendment review.

h. **FINAL PLAT**. A Final Plat shall be approved in accordance with these regulations.

2. **MINOR CONDOMINIUM PLAT AMENDMENT**. A plat amendment limited to any of the following:

a. creating a private loft, mezzanine, or basement without exterior changes to the condominium unit(s);

b. converting residential common or limited common area to private to reflect City-approved as-built conditions without exterior changes to the condominium unit(s);

c. enclosing a compliant deck up to 100 square feet to create habitable space;

d. combining up to two residential condominium units when the units are under one ownership, are adjacent, and comply with the requirements of Section 15-7.1-6(G).

e. **FINAL PLAT**. A Final Plat shall be approved in accordance with these regulations.

E. **SIMPLE BOUNDARY ADJUSTMENTS**. The relocation of the Property boundary line between two adjoining Lots.

1. **FINAL PLAT**. A Final Plat shall be approved in accordance with these regulations.

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15-12-3 Grounds for Removal

Any Planning Commission member may be called before the City Council and asked to resign or be removed for cause by the Council:

(a) who is absent from two (2) consecutive regularly scheduled meetings, or a total of four (4) regularly scheduled meetings per calendar year, [~~or~~]

(b) who violates Title 3, Ethics,

(c) who uses public funds for a political purpose under Utah Code Title 20A, Chapter 11, Part 12 *Political Activities of Public Entities Act*,

(d) who violates a provision of Utah Code Title 10, Chapter 3, Part 13 *Municipal Officers' and Employees' Ethics Act*,

(e) who acts with the intent to influence a land use decision or an appeal of a pending land use application in a manner that creates actual impermissible bias or an unacceptable risk of impermissible bias in the Planning Commissioner's administrative or quasi-judicial duties.

[~~may be called before the City Council and asked to resign or be removed for cause by the Council.~~]

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15-12-2.1 Recusal

Planning Commissioners must comply with disclosure and recusal requirements found in Title 3 *Ethics* and the Utah Code.

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15-12-2.2 Annual Training

Each member of the Planning Commission is required to complete annual training pursuant to the requirements of Utah Code Section 10-20-302(5).

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15-13-2 Regulations For Historic Residential Sites

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B. Specific Regulations

1. Site Design

e. Fencing

(1) Historic Fencing shall be preserved and maintained.

(2) Historic Fencing may be reconstructed based on photographic evidence. The reconstruction shall match the original in design, location, color, texture, and material.

(3) ~~[New fencing should reflect the building's style and period. New wood and metal fencing located where viewable from adjacent public rights-of-way should feature traditional design and pattern. Split or horizontal rail, railroad tie, or timber fencing may be located where not viewable from adjacent public rights-of-way, but should be avoided where visible from the primary public right-of-way. Vinyl or plastic-coated fencing is not appropriate.]~~

Fences shall be wood, metal, or a combination thereof in a similar style seen historically.

(4) Picket Fences shall have a minimum picket spacing equal to or greater than one-half (1/2) the width of an individual picket.

(5) Picket Fences, woven wire Fences, and simple metal Fences are allowed within the Front Yard or where visible from the Right-of-Way. New alternative materials and non-historic materials may be used pursuant to the Master List of Non-Historic Materials and Finishes on file with the Planning Department.

(6) Materials shall be weather resistant, or weather resistant coatings shall be utilized. Plastic and vinyl materials are prohibited.

(7) Solid, ornate wrought iron, board, split or horizontal rail, railroad tie, and timber Fences within the Front Yard or where visible from the Right-of-Way are prohibited.

~~(4)~~ (8) New fencing should be designed to minimize its environmental impact~~s~~. New fencing should use green material and should take into account site impacts such as shading, natural topography, ~~and~~ drainage, and snow removal and storage.

~~(5)~~ (9) Drought tolerant shrubs should be considered in place of fencing or walls.

~~(6)~~ (10) Arbors emphasizing a fence gate or entry shall be subordinate to the associated historic building or structure and shall complement the design of the historic structure and fencing in materials, features, size, scale, and proportion, as well as massing to protect the integrity of the historic site.

. . . .

15-13-8 Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts

. . . .

B. Specific Regulations

1. Site Design

e. Fences

(1) [~~New fencing should reflect the building's style and period. New wood and metal fencing located where viewable from adjacent public rights-of-way should feature traditional design and pattern. Split or horizontal rail, railroad tie, or timber fencing may be located where not viewable from adjacent public rights-of-way, but should be avoided where visible from the primary public right-of-way. Vinyl or plastic-coated fencing is not appropriate.~~]

Fences shall be wood, metal, or a combination thereof in a similar style seen historically.

(2) Picket Fences shall have a minimum picket spacing equal to or greater than one-half (1/2) the width of an individual picket.

(3) Picket Fences, woven wire Fences, and simple metal Fences are allowed within the Front Yard or where visible from the Right-of-Way. New alternative materials and non-historic materials may be used pursuant to the Master List of Non-Historic Materials and Finishes on file with the Planning Department.

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(5) Solid, ornate wrought iron, board, split or horizontal rail, railroad tie, and timber Fences within the Front Yard or where visible from the Right-of-Way are prohibited.

~~(2)~~ (6) New fencing should be designed to minimize its environmental impacts. New fencing should use green material and should take into

account site impacts such as shading, natural topography, ~~and~~ drainage, and snow removal and storage.

~~(3)~~ (7) Drought tolerant shrubs should be considered in place of fencing or walls.

~~(4)~~ (8) Arbors emphasizing a fence gate or entry shall be subordinate to the associated historic building or structure and shall complement the design of the historic structure and fencing in materials, features, size, scale, and proportion, as well as massing to protect the integrity of the historic site.

ATTACHMENT 2 – Traffic Impact Study Guidelines

Parametrix
ENGINEERING . PLANNING . ENVIRONMENTAL SCIENCES

~~4179 RIVERBOAT ROAD, SUITE 130 | SALT LAKE CITY, UT 84123 | P 801.307.3400~~

TECHNICAL MEMORANDUM

UPDATED JUNE 18, 2026

DATE: June 18~~23~~, 202~~63~~

~~TO: John Robertson, PE~~

~~FROM: Kyle Stahley, PE~~
~~Charles Allen, PE, PTOE~~

SUBJECT: Transportation Impact Study Guidelines

This memorandum includes the transportation impact study guidelines and transportation demand management toolbox prepared for Park City. The guidelines and toolbox are based on recommendations from the ITE Recommended Practice manual for *Multimodal Transportation Impact Analysis for Site Development* along with guidance from the UDOT *Traffic Impact Study Requirements.* Additionally, the toolbox was created based on multiple conversations with City staff and references similar work done by multiple agencies, and accepted resources such as the ITE Trip Generation Handbook and the Victoria Transport Policy Institute, amongst others. The guidelines and TDM toolbox were reviewed and revised by Park City staff and a third-party engineering consultant.

PARK CITY TRANSPORTATION IMPACT STUDY (TIS) GUIDELINES AND TRANSPORTATION DEMAND TOOLBOX

The following guidelines and toolbox have been approved by the City Engineer's Office of Park City Municipal Corporation and reviewed by the Planning Commission to provide a framework for when a transportation impact study and the TDM toolbox may be required for new land use developments or redevelopments in Park City. The required contents of the transportation impact study are also provided in these guidelines.

A project scoping memo and analysis of the site using the TDM toolbox ~~Transportation impact studies~~ should be submitted to the City concurrent with or prior to submittal of the development application as action will not be taken on the application until final approval of the transportation impact study. Along with the scoping memo ~~transportation impact study~~, the intake checklist attached at the end of this document should be completed and included with the submittal.

Project Scoping Memo

A scoping memo and a site plan, based on the results of applying the TDM toolbox, should be prepared and submitted to the Planning and City Engineering department prior to beginning the transportation impact study to clarify the details of the proposed development project~~should be prepared and submitted to the City Engineering department prior to beginning the transportation impact study to clarify the proposed development project details~~. The scoping memo should include the following items:

- Description of the proposed development's land uses,
- Anticipated construction schedule,
- Preliminary site plan,
- Project location and site access,
- Estimated vehicular trip generation and mode share assumptions,
- Project trip distribution,

- Proposed study intersections,
- Proposed traffic volume growth rates, and
- Any other relevant project-specific information.

Given the unique nature of vehicle traffic and seasonal patterns in Park City, city staff may amend the impact study requirements on a project-by-project basis.

Study Requirement Thresholds

A project scoping memo is required if a project generates 10 new peak hour (AM or PM) trips. A transportation impact study, in general, is required when ~~a proposed~~a proposed development or redevelopment is unable, at a minimum, to mitigate 50% of the new peak hour trips. To incentivize TDM features beyond the minimum requirement, every % above the minimum increases the trip impact threshold of analysis for a TIS. ~~will generate 25 or more net new vehicle trips during the weekday AM or PM peak hour or other analysis hour at the discretion of Park City staff~~. For example, a project must study all intersections receiving 25 or more project generated trips. If a project proposes credits adding up to 60% of the total trip generation (10% over the minimum), the threshold of analysis increases to 35 trips. (A transportation site assessment to document sight distance, turn lane warrants, circulation, parking, and safety issues may be required at the site driveways); UDOT may still require a TIS following state TIS standards.

Table 1 shows the approximate land use size that would generate 10~~25~~ new vehicle peak hour trips. ~~during the weekday PM peak hour. In addition to the weekday PM peak hour, the weekday AM peak hour should also be reviewed to estimate the trip generation of the proposed development. Studies are only required to analyze the peak hours in which the proposed project would be anticipated to generate 25 or more vehicle trips. Proposed developments may take credit for the vehicle trips generated by existing land uses to be replaced on the project site.~~

Table 1. Approximate Size of Development to Generate 10 ~~25 Weekday PM~~ Peak Hour Trips

Land Use	ITE Land Use Code	Land Use Size
Single Family Detached Housing	210	10~~25~~ dwelling units
~~Single Family Attached Housing~~	~~215~~	~~45 dwelling units~~
Multifamily Housing (Low~~Mid~~-Rise)	220~~1~~	20~~60~~ dwelling units
Hotel	310	15~~40~~ rooms
General Retail	822	1,~~35~~,000 sf
Office	710	~~1~~5,000 sf
Sit-Down Restaurant	932	2,500 sf
~~Fast Food / Fast Casual Restaurant~~	~~934~~	~~800 sf~~

Source: ITE *Trip Generation*, 11th Edition

Study Area Intersections

All transportation impact studies will analyze at least five main intersections in Park City, including the following:

- Park Avenue / Kearns Boulevard,
- Bonanza Drive / Kearns Boulevard,
- Comstock Drive / Kearns Boulevard,

- Park Avenue / Deer Valley Drive, and
- Bonanza Drive / Deer Valley Drive.

In addition to the required intersections listed above, the study should also analyze the site access driveway to the public roadway and intersections based on the following criteria:

- Roundabouts or traffic signals impacted by 20 or more new weekday peak hour vehicle trips,
- Stop-controlled intersections impacted by 20 or more combined new weekday peak hour vehicle trips on stop-controlled approaches, and
- Any additional study intersections (including side-street stop-controlled intersections) at the discretion of city staff based on the proposed project's location, size, or land use type.

Study Time Period

The design day for the transportation impact study should reflect a typical Friday during the peak winter (January to mid-March) period. Friday was chosen as the design day due to the combination of typical day-to-day traffic including school and employment as well as increased weekend visitor traffic. The required study time periods include the highest one hour of adjacent street traffic during the AM (8-10 a.m.) peak and PM (3:30-5:30 p.m.) peak hours.

Traffic Data

Existing traffic data will be collected by Park City at the five core signalized intersections (listed above) during the peak winter period and provided to the project developer for each of the required peak study periods. Traffic data at additional locations should be collected by the project developer at each intersection for each required peak period and adjusted using seasonal adjustment factors shown in Table 2. At some intersections, it may be appropriate to increase or decrease specific movements (e.g., those which would or would not be affected by seasonal traffic) by higher percentages than others; however, the total entering intersection volume should be adjusted consistent with the seasonal adjustment factor shown. The methodology used to factor intersection traffic volumes should be described in detail in the transportation impact study.

Proposals to use alternate traffic count data or alternate seasonal adjustment factors should be clearly stated with justifying information in the project scoping memo for approval by City Engineering staff.

Table 2. Traffic Count Adjustment Factors (Estimated Percent of Peak)

Count Season	AM Peak Hour	PM Peak Hour
Winter (11/1-4/1)	100%	100%
Spring (4/1-6/15)	70%	70%
Summer (6/15-9/1)	75%	85%
Fall (9/1-11/30)	75%	80%

Source: UDOT Continuous Count Station Data, 2022

Project Trip Generation

Site-generated trips for all modes of travel (e.g., vehicular, walking, bicycling, and transit) expected for the proposed development should be estimated using trip generation rates and methodologies described in the most recent editions of the ITE *Trip Generation* and ITE *Trip Generation Handbook*. Trip generation rates published in *Trip Generation* for the weekday peak hours may be used if Friday-specific data is not available for the project land uses(s). When available, additional information collected from surveys of similar developments, local mode

share data, or US Census data can also be utilized to aid in calculations of trip generation and mode split estimates. Assumptions used to determine the trip generation (including transit and non-motorized transportation mode splits), as well as any supplemental backup data, should be clearly described and documented in the project scoping memo for approval and in the completed transportation impact study.

Project Trip Distribution and Assignment

The project trip distribution should be determined using the best available information for the area with project trips assigned to the roadway network using realistic routing estimates. The methodology and assumptions used to develop the project trip distribution should be outlined and documented in the scoping memo and the completed transportation impact study.

Traffic Volumes

Traffic volumes should be developed for the following analysis scenarios:

- Existing,
- Year of project opening (if different from existing) without project-generated traffic volumes (baseline),
- Year of project opening with project-generated traffic volumes,
- Ten years beyond year of project opening without project-generated traffic volumes, and
- Ten years beyond year of project opening with project-generated traffic volumes.

Any intermediate project phases anticipated to be completed and occupied before project buildout should also be evaluated.

Existing traffic volumes should be based on counted and seasonally adjusted traffic data. Future, without-project traffic volumes should be developed using annual growth rates determined from the Summit County Transportation Demand Model as well as include traffic volumes from other in-process developments that have been submitted with complete applications but yet to be constructed. Park City staff will provide a list of in-process projects to be considered.

Traffic Operations Analysis

Traffic operations at study intersections should be analyzed using the most recent *Highway Capacity Manual* methodology. Peak hour factors should be calculated and applied to the intersection as a whole, whereas heavy vehicle percentages should be applied by approach or individual movement. Each study intersection's level of service (LOS) and average vehicle delay should be reported. The City requires an operational standard for intersections that maintains overall steady traffic conditions with higher densities that may experience congestion on critical approaches, equivalent to LOS D or better.

In addition to vehicular level of service, the 50th and 95th percentile queue lengths and available queue storage should be reported for each intersection. At intersections where the 50th percentile peak hour queue exceeds the available storage, the traffic operations analyses should be reviewed to determine if spillback queueing affects the traffic operations at other intersections within the roadway network.

Context-sensitive mitigation measures should be examined for intersections that exceed the level of service standard or produce queues that affect traffic operations at other intersections. These measures may include, but are not limited to, the implementation of transportation demand management and trip reduction agreements, physical roadway improvements, and/or changes to traffic control or optimization of traffic signal timing.

Software files for all analysis and mitigation scenarios should be submitted to the City Engineers office along with the transportation impact study.

Site Access Analysis

The connection of how each vehicular site access connects to the existing roadway system and the level of service at each access point should be evaluated. Include analysis showing the driveway sight triangles meet sight distance requirements published in the AASHTO *A Policy on Geometric Design of Highways and Streets*. The access points for people walking and biking to the proposed development should be described. The location of commercial vehicle access for loading/unloading and deliveries should be evaluated.

Parking

The parking demand for the proposed project should be estimated and compared to the proposed supply and the requirements specified in the Park City Municipal Code. Reductions to the parking supply requirements described in the Park City Municipal Code may be presented for Planning Commission approval. Coordination with Park City planning department staff should be initiated before submittal of the study for any parking reduction requests.

The location, access, and quantity of on-site bicycle parking that is being provided for both short-term users and secure, long-term use should also be documented.

Traffic Safety

Historical crash data should be summarized at each study intersection for the previous five-year period using records from the Numetric database. Crash patterns should be identified and described along with anticipated changes that could occur with the proposed project's development. For any proposed roadway improvements, a safety analysis using crash modification factors as outlined in the AASHTO *Highway Safety Manual* should be conducted to compare the predictive safety of different types of treatments that could be implemented at the location.

Non-Motorized Transportation

The estimated mode share and number of trips for people walking and bicycling to the proposed development, completed as part of the trip generation, should be documented. The pathways and routes people will use to connect to the non-motorized transportation network (including any planned improvements) should be documented.

Transit Access Analysis

Existing transit lines and service headways within one-quarter mile of the proposed project should be documented. The estimated mode share and number of trips for people walking to transit, completed as part of the trip generation, should be described along with evaluating the safe walking route and estimated distance to access the nearby transit stops from the proposed development.

Park City Transportation Impact Study (TIS) Intake Checklist

Project Address: _____

Project Land Use(s) and Quantity: _____

TIS Scoping Memo Submittal Date: _____ Approval Date: _____

ITE *Trip Generation* Edition: _____

Weekday AM Peak Hour Net New Trip Generation: _____

Analysis Required: Yes ☐ No ☐

# of Study Intersections: _____

Weekday PM Peak Hour Net New Trip Generation: _____

Analysis Required: Yes ☐ No ☐

# of Study Intersections: _____

Traffic Operations Analysis Software / Edition: _____

AASHTO *A Policy on Geometric Design of Highways and Streets* Edition: _____

ITE *Parking Generation* Edition: _____

Proposed Parking Supply: _____

Estimated Parking Demand: _____

Crash Records Source / Years: _____

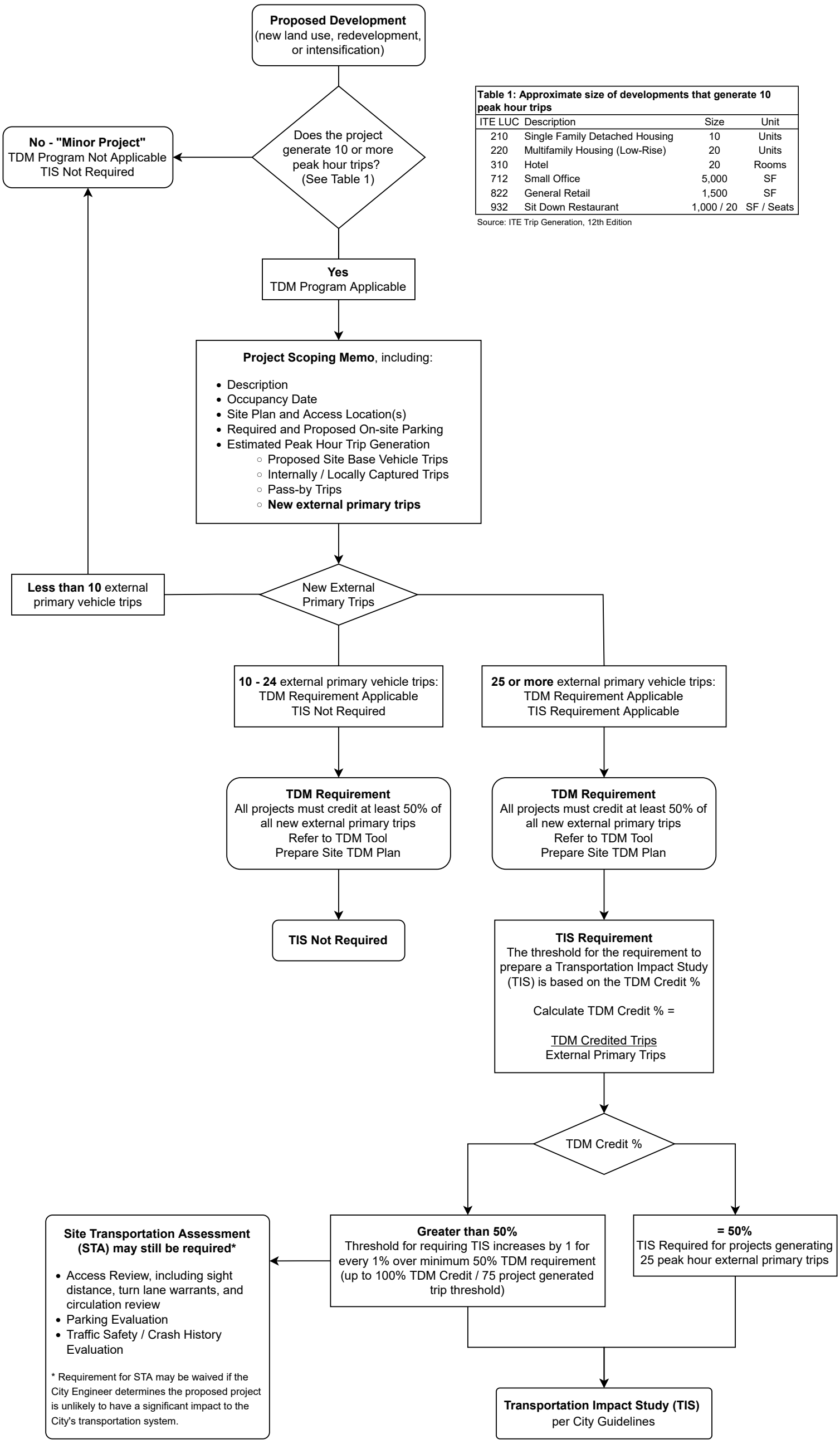


Table 1: Approximate size of developments that generate 10 peak hour trips

ITE LUC	Description	Size	Unit
210	Single Family Detached Housing	10	Units
220	Multifamily Housing (Low-Rise)	20	Units
310	Hotel	20	Rooms
712	Small Office	5,000	SF
822	General Retail	1,500	SF
932	Sit Down Restaurant	1,000 / 20	SF / Seats

Source: ITE Trip Generation, 12th Edition

ATTACHMENT 3 – Transportation Demand Management Toolbox

THIS TOOL IS IN DRAFT FORMAT
The TDM Tool is in development; process and values are draft and in development

I understand, show me the base tool!

Step 1: Enable VBA Macros for functionality

In Windows Explorer, right click on the file and select "Properties"
In the "General" tab, check the "Unblock" box, select "OK"
Reopen the file; in the warning banner below the ribbon, click "Enable Content"
Directions to enable VBA Macros are located here: Steps to Enable VBA Macros

Reset yellow cells

Step 2: Define the Project

Project Name

Enter the estimated size of the general land use below in the yellow boxes below:

Land Use		Units
Residential - Single Family Detached Housing		Dwelling Units
Residential - Multifamily / Attached Housing		Dwelling Units
Hotel / Lodging		Rooms
Commercial - Office		Square Feet
Commercial - Retail		Square Feet
Commercial - Restaurant		Seats
Medical / Institutional / School		Square Feet
Childcare		Students
Other		Square Feet

TDM Policy is not applicable to the proposed project.
No further TDM Steps needed.

Step 3: Prepare Project Scoping Memo

Refer to Park City TIS Guidelines:
https://parkcity.gov/home/showpublisheddocument/74556/638423924640122877

Enter the following information in the yellow cells:

Proposed Site PM Peak Hour Primary External Vehicle Trips[1]	
Baseline TDM Credit Requirement	50%
TDM Credit Adjustment (to be confirmed by City)[2]	0%
Adjusted TDM Credit Requirement	50%
Total Trip Credit Requirement	0

Required On-Site Parking from Zoning Code	
Provided On-Site Parking from Site Plan[3]	

[1] Site trip generation subtracting internal capture, pass-by trips, and walk-bike-transit mode trips. Trip generation estimate and trip classification methodology must follow standard engineering practice and be documented in the Project Scoping Memo.
[2] Adjustment to credit requirement (up to 50%) possible based on proportional share of trips generated by priority land uses (workforce housing, child care, etc.); coordinate adjustment with City staff.
[3] Parking spaces designated for carsharing are not intended to count towards on-site parking requirements.

Step 4: Go to Project Specific TDM Tool

Add TDM Features proposed as part of the project. TDM features are broadly grouped into:

Site Design and Layout
Site Programs and Policies → These TDM features will likely require annual reporting
On- and off-site Infrastructure

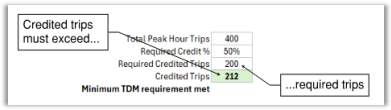
Only TDM Features applicable to the proposed land uses entered above will be visible.

Details of each TDM Measure are available by clicking on the link in the main TDM Tool tab body:

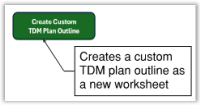
In the Details tab, enter the appropriate information about how the TDM Measure will be applied.
Enter values in yellow highlighted cells only

Return to the main TDM Tool tab by clicking the "<<Main Page" link in the upper right of each tab.
Click the "Reset" button to erase all values in the yellow cells. **WARNING**: This cannot be undone.

A running total of the TDM credited trips compared to the TDM requirement is in the upper right hand corner. As TDM Features are added, the cumulative number of credited trips is summed in cell O6.
To meet the TDM Requirement, the total credited trips must equal or exceed the TDM Trip Credit Requirement (cell O5).



When the TDM features have been entered and you are ready to prepare an outline of the TDM Plan based on the slected features, you may click the green "Create Custom TDM Plan Outline" which will create a list of the features selected and ther required documentation and reporting for the feature.



I understand, show me the base tool!

Created by WCG / METHODS Consulting with support from Park City Public Works and Planning Commission Staff
Adapted from TDM Guidelines and Policies from communities throughout the United States, with special thanks to Aspen CO, Jackson WY, South Burlington VT, and many others.

For more information on the development of this tool, please email hello@methodsconsulting.com or visit https://methodsconsulting.com/contact/

DRAFT TOOL - Tool, process, and values are under development - DRAFT TOOL

Required from all Projects:

TDM Plan Coordinator / Administrator	Total Peak Hour Trips	
Participate in annual survey	Required Credit %	50%
Distribute annual TDM information	Required Credited Trips	0
Monitoring / Reporting	Credited Trips	**0**
Plus credits totaling 0 from menu below	**TDM Requirement not applicable**	
	TIS Trip Generation Analysis Threshold	25

Menu Category	Brief Description	Level of Application	Credits
Site Design & Layout			
SDL 1: Active street level land uses	Ground-level land uses open to the public fronting to a street-facing sidewalk	None	0
SDL 2: Site designed for transit, walking, bike access	Layout and site design supportive of walk, bike, or transit access	None	0
SDL 3: Provide perpetual public access easement for sidewalk, trail, signature trail, or grade seperated crossing	Easement along roadway frontage for planned / future bike-ped facilities	None	0
SDL 4: Provision for future sidewalk or trail connection to / through adjacent properties	Direct bike-ped connections to adjacent lots	None	0
SDL 5: Pedestrian Directness Factor	Direct pedestrian connections from building entrances to the pedestrian network	None	0
SDL 6: Site access consolidation	Reduce the number of access points from the site to the public road network	None	0
SDL 7: Complimentary on-site amenities	Features within the development that reduce external trips	None	0
SDL 8: Centralized delivery of goods for multi-tenant facilities	Consolidated service vehicle access	None	0
Site Programs			
SP 1: Car share program	Car share program on- or near site	None	0
SP 2: Bike share program	Bike share program on- or near site	None	0
SP 3: Transit incentives	Benefits provided to residents / guests / employees who travel via transit modes	None	0
SP 4: Parking reduction / parking below required minimum	Incentive to limit parking spaces and reduce vehicle travel to site	None	0
SP 5: Parking above required minimum	Disincentive to increase parking spaces and encourage vehicle travel to site	None	0
SP 6: Parking management / shared parking	Parking management practices to reduce vehicle demand to site	None	0
SP 7: Employee parking cash out	Employee incentives to reduce vehicle demand to site	None	0
SP 8: Unbundle residential parking	Onsite parking is an additional monthly cost in rental agreement	None	0
SP 9: Alternative work schedules / flex time / telecommuting	Modifications to standard work days / shift periods to reduce peak hour travel demand	None	0
SP 10: On-site childcare	Service available to on-site caregivers to reduce external peak hour trips	None	0
SP 11: Service vehicle / delivery vehicle management	Management of service vehicles to reduce external peak hour trips and sustainable delivery methods	None	0
SP 12: Shuttle service	Dedicated or shared shuttle service for residents, guests, contractors, and/or employees	None	0
On- and/or Off-Site Features / Infrastructure			
FI 1: Activated internal streetscape	Enhanced elements within the site to increase comfort and convenience for people walking and biking	None	0
FI 2: Activated public road streetscape	Enhanced elements within the public ROW to increase comfort and convenience for people walking and biking	None	0
FI 3: Enhanced crosswalk elements	Features to improve pedestrian safety and comfort at crossing locations	None	0
FI 4: Construct segment of sidewalk, trail, or signature trail	New or substantially improved bicycle and pedestrian network	None	0
FI 5: Pedestrian amenities	Features to make the pedestrian environment more comfortable and inviting	None	0
FI 6: Transit stop amenities	Features to make the transit environment more comfortable and inviting	None	0
FI 7: End-of-trip bicycle facilities	Features to make the bicycle environment more comfortable and inviting	None	0
Custom / Site Specific TDM Features, Programs, and / or Elements			
C 1: **Coordinate with City Staff**			0

Active street level design

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To meet this criteria the project must meet the following requirements:

Credit Calculator

	yes / no
A. Buildings should have an active use on the ground level. Includes retail establishments, retail services, daycare facilities, community meeting spaces, educational and medical uses, civic spaces (theaters, museums, etc.), restaurants, bars, art and craft studios, Public Recreation Facilities. For buildings that are 100% residential, a lobby or other common space shall meet this requirement. Active uses do not include Private Recreation Facilities, private clubs, and other similar exclusive uses.	
B. All buildings shall have at least one main entry on all street-facing facades. This entry should be easily seen from the street and adjacent pedestrian way.	
C. On corner lots, two (2) entrances should be provided. At least one (1) of these entries should be located within twenty feet (20') of the corner	
Level of Application	**None**
3% Possible Credit — Credit	**0%**

Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:

Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

The feature contributes to a transit oriented design.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature improves the pedestrian network.

Site designed for transit, walking, bike access

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To meet this criteria, the project must meet the following requirements:

Credit Calculator

y/n Criteria Met?			
	To qualify for "Low", must meet all four:	None	0%
	A. Minimal setbacks		
	B. Building entrance onto fronting street(s) with direct continuous sidewalk connection		
	C. Within 1/4 mile of transit stop		
	D. Parking in rear of building or underground		
		Low	3%
	To qualify for "Med", must meet "Low" plus one of the following:		
	D: Site integrated with and adjacent to transit stop		
	E: Along connected shared use path network		
		Med	5%
	To qualify for "High", must meet "Low" plus both of "Med".	High	8%

None	Level of Application
0%	Credit

Source(s):

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CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

The feature contributes to a transit oriented design.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature improves the pedestrian network.

Provide perpetual public access easement for sidewalk, trail, signature trail, or grade seperated crossing

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To meet this criteria the project must meet the following requirements:

A. Provide adequate space for the city to provide their planned facility on each side of the building fronting a public right-of-way.
B. If there is adjacent proposed tunnel, provide adequate space for tunnel to get up to grade without switchbacks.

Easement should support City bicycle and pedestrian network goals, coordinate with city transportation planning staff.
Current Park City bicycle and pedestrian plan: https://engageparkcity.org/bike-ped

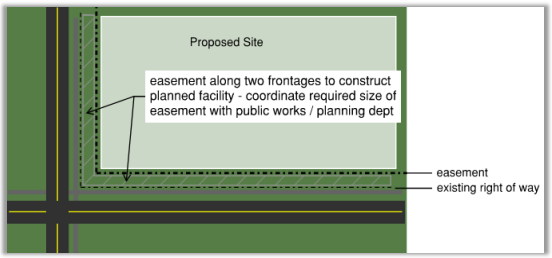
How to calculate:

Earn 1% point for one frontage with easement
Earn additional 3% if easement is for a priority project / identified in planning documents
Maximum 5%

Credit Calculator

		Credit
	Number of frontages with easement (0-4)	0%
	Is easement for a priority project?	0%
		0%
None	Level of Application	Max 5%
		Total Credit 0%

Example of a site with two frontage easements for a planned facility; coordinate with public works and planning departments to identify planned or priority projects



Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:
Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

The feature contributes to a transit oriented design.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature improves the pedestrian network.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

The feature improves street connectivity.

Provision for future sidewalk or trail connection to / through adjacent properties

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To meet this criteria the project must meet the following requirements:

A. Identify a continuous internal walkway, trail, or pathway route to an adjacent property / development
B. Route must be at least 50% more direct than route along frontages
C. Route must be accessible and open to the public
D. Route must be constructed as soon as receiving facility is complete
Neighboring sites should be commercial, mixed use, multi-family residential, a planned unit development, or a complimentary land use with a desireable pedestrian access connection

See also: Reduction in Pedestrian Directness Factor
Provision for future sidewalk or trail connection to / through adjacent properties

How to calculate:
Earn 1% point for each connection
Maximum 3%

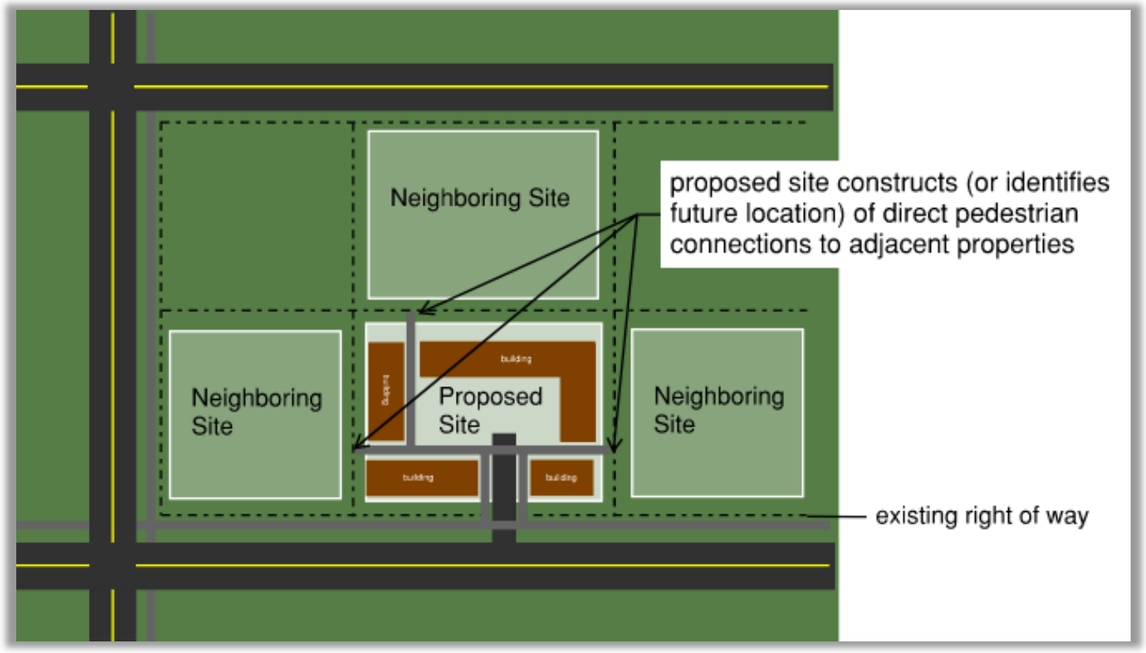
Credit Calculator

		Credit
	Number of inter-lot connections (0-3)	0%
		0%
None	Level of Application	Max 3%
		Total Credit **0%**

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Source(s): Quote:
Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

Example of a site with three connections to neighboring sites



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CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

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CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

The feature improves street connectivity.

Pedestrian Directness Factor

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Pedestrian route directness is the ratio of route distance to straight-line distance for two selected points. The lowest possible value is 1.00, where the route is the same distance as the "crow-flies" distance. Numbers closer to 1.00 indicate a more dirtect route and a more connected and convenient pedestrian network.

How to calculate:

1. Identify a representative building entrance. If multiple building entraces are present, the most remote entrance should be used.
2. Estimate the route distance, striaght line distance, and directness factor from representative entrance to each pedestrian network frontage access point, including future through lot connections (if proposed). Route distance must be along dedicated accessible pedestrian infrastructure.
3. Calculate the average directness factor (ADF).

Average Directness Factor (ADF)

Range High (equal or less than)	Range Low (above)	Credit	
1.50	1.40	1%	Low
1.40	1.20	3%	Med
1.20	1.00	5%	High

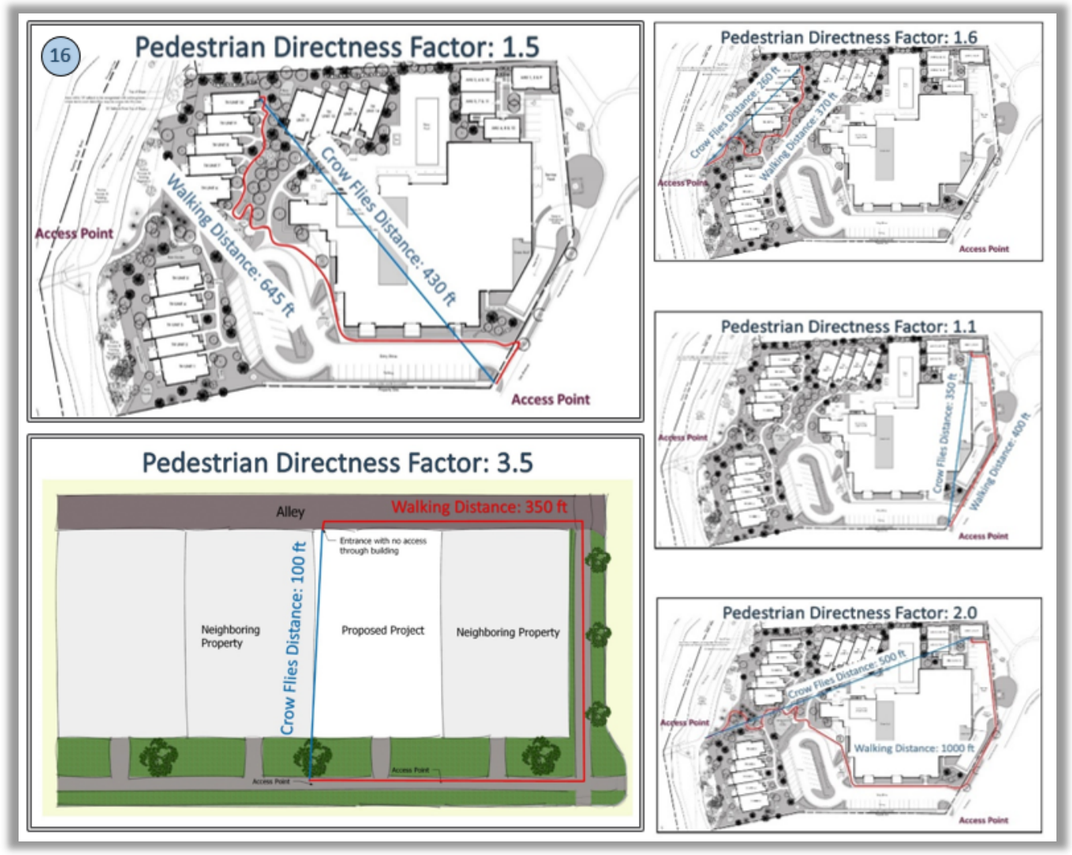
Credit Calculator

		Credit	
	Average Directness Factor	#N/A	#N/A

None Level of Application

Total Credit **0%**

From City of Aspen CO TDM and MMLOS Toolkit:



Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

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https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

The feature contributes to a transit oriented design.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature improves the pedestrian network.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

The feature improves street connectivity.

Site access consolidation (removing a driveway)

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To meet this criteria the project must meet the following requirements:

Project must eliminate at least one access to the public road network / and or consolidate driveways with an adjacent property.

When an existing site has multiple driveway accesses to the road network, removing a driveway reduces conflicts with people walking and biking, improves comfort for people walking and biking, and improves operational efficiency.

Credit Calculator

	Credit per access removed 2%
	Number of existing site accesses (up to 3)
	Number of proposed site accesses
0	Number of accesses removed
	0%

None Level of Application

Total Credit **0%**

Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:

Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

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CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature improves the pedestrian network.

Complimentary on-site amenities

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To meet this criteria the project must meet the following requirements:

Complimentary on-site amenities are intended to represent minor site features that may eliminate travel needs for the primary land uses on site. Examples may include shared laundry facilities for residential units; vending machines for commercial / office space; business center within a hotel; coworking space within a residential development; ATM on site; etc.

How to calculate:

Credit Calculator

Sum up points based on provided features

y = yes
n = no

Included?	Features:	Required Land Uses:	Points:
	Shared laundry / laundry on-site	Residential	4
	Bodega		4
	Vending machines	Commercial / Institutional / Lodging	1
	Business center	Lodging	2
	Coworking Space	Residential	2
	ATM		1
Other amenities (describe, confirm with City Staff)			

Applied Points: 0

Total Points:

More than	Less than or equal to	Credit %
0	3	1%
3	8	2%
10	100	3%

Total Credit **0%**
Number of Features **0**

Source:

Institute of Transportation Engineers Trip Generation Handbook, 3rd Edition
Section 6: Trip generation for mixed use developments

The feature adds potential for reduced trips similar to internal capture from mixed use developments.

Centralized delivery of goods for multi-tenant facilities

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To meet this criteria the project must meet the following requirements:

Centralized delivery of goods is intended to provide a single point of access for deliveries; this is intended to reduce delivery trips between buildings and concentrate delivery activity to designated locations. Examples may include a single package / mailroom for tenants within multi-building developments, designated delivery vehicle parking, shared loading docks, etc.

Credit Calculator

	Possible Credit	1%
Does the site design support centralized delivery of goods?		

Level of Application: **None**

Total Credit: **0%**

Source(s):

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

The feature reduces heavy vehicle conflicts and contributes to an improvemenet in the pedestrian network.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

The feature reduces heavy vehicle conflicts and contributes to an improvemenet in the pedestrian network.

Institute of Transportation Engineers Trip Generation Handbook, 3rd Edition
Section 6: Trip generation for mixed use developments

The feature adds potential for reduced trips similar to internal capture from mixed use developments.

Car share program

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To meet this criteria the project must meet the following requirements:

Dedicated / contracted car share vehicle(s) available to the public / tenants of the proposed site

Credit based on:

- car share vehicles within project or adjacent to the project parcel (within 1/2 mile of entrance along accessible route)
- each additional vehicle within project or adjancent parcel increases the base credit by 50%
  - For example: one car share vehicle on site, one car share vehicle on adjacent parcel
  - 5% base credit + (5% x 50% additional vehicle bonus) → 7.5% total credit, rounds to 8%
- max additional credit is 100% increase to base credit
  - For example, three car share vehicles on adjacent parcel within 1/2 mile of entrance
  - 3% base credit + (3% x 100% additional vehicle bonus) → 6% total credit

Credit not applicable towards retail, restaurant land uses.

Credit Calculator

mark one "x"	Nearest available vehicle	Possible Base Credit	Applied Base Credit
	Car share vehicle(s) in adjacent parcel	3%	0%
	Car share vehicle(s) within proposed development	5%	0%
		Base Distance Credit	0%
	Total number of vehicles within 2,600 feet of primary entrance		
↑ must be at least 1 for credit		Additional Vehicle Credit	0%
		Max Additional Vehicle Credit	100%
None	Level of Application		
		Total Credit	0%

Documentation Requirement:

Service provider plan / agreement; agreement with adjacent property owner, if applicable
Annual program confirmation

Source(s):

https://www.vtpi.org/tdm/tdm9.htm?
A comprehensive Commuter Trip Reduction program typically reduces peak-period automobile trips by 4-20% at a worksite (Rye 2002; Boarnet, Hsu and Handy 2014),

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf

CAPCOA 21 treatment T-21-A/B Implement Conventional Carshare Program (up to 0.15% in VMT)

Car share program may reduce vehicle ownership and reliance on vehicle based trips.

Bike share program

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To meet this criteria the project must meet the following requirements:

Dedicated / contracted bike share bicycle parking spots available to the public / tenants of the proposed site.
May include private program bicycles on site dedicated to tenants / guests.

Credit based on:

- distance from primary building entrance to the bike share location
- if multiple primary entrances, use the average distance from entrance
- distance must be measured along accessible pedestrian route

Bikes must be maintained in serviceable condition and adjustable for most adult rider sizes.

Credit Calculator

mark one "x"	Nearest available vehicle	Possible Base Credit	Applied Base Credit
	Bike share vehicle(s) within 1,500 feet of primary entrance	1%	0%
	Bike share vehicle(s) in adjacent parcel and <1,500 feet	3%	0%
	Bike share vehicle(s) within proposed development	5%	0%
		Base Distance Credit	0%

None Level of Application

Total Credit **0%**

Documentation Requirement:

Service provider plan / agreement; agreement with adjacent property owner, if applicable
Annual program confirmation

Source(s):

https://www.vtpi.org/tdm/tdm9.htm?
A comprehensive Commuter Trip Reduction program typically reduces peak-period automobile trips by 4-20% at a worksite (Rye 2002; Boarnet, Hsu and Handy 2014),

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-22-A/B Implement Bikeshare Program (up to 0.15% in VMT)

Bike share program may encourage bicycle trip making and reduce vehicle ownership and reliance on vehicle based trips.

Transit incentives

To meet this criteria the project must meet the following requirements:

Provide significant incentives for transit usage. Credit based on cumulative point value of incentives.

Credit Calculator

y / n Provided?	Incentive	Points
	Flexible work hours to match transit schedules	1
	Transit use monthly bonuses	2
	Priority on-site perks like reserved locker space	1
	Pre-tax commuter benefits	1
	Paricipation in employee vanpool programs	3
	Participating in City-sponsored transit incentive programs, such as Ride-On.	1
	Welcome package coordinated with airport shuttle (requires airport shuttle)	2

Other Incentives

	Description	

0

Total Points:

More than	Less than or equal to	Credit %	
0	2	1%	Low
2	7	3%	Med
7	100	5%	High

Total Credit **0%** **0** Level of Application

Number of Incentives **0**

Documentation Requirement:

Transit incentive plan

Annual program confirmation

See also: Alternative work schedules / flex time / telecommuting

Source(s):

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-9 Implement Subsidized or Discounted Transit Program (up to 5.5% reduction in VMT)

This feature may incentivize transit-based trips.

Parking reduction / parking below required minimum

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To meet this criteria the project must meet the following requirements:

Calculate parking requirement per zoning code (RP)
Document on-site parking (OP)
Parking spaces designated for carsharing are not intended to count towards the required minimum.
Document percent below required minimum (%BRM = [RP - OP] / RP)
For example: zoning-required parking = 100 spaces, on-site parking = 80 spaces
%BRM = (100 - 80) / 100 = 20%

Parking below required minimum may require parking management documentation and approval from city staff, including shared parking management, off-site parking, or other considerations

%BRM Range Low (greater than or equal to)	Range High (less than)	Credit	
1%	10%	1%	Low
10%	25%	5%	Med
25%	--	10%	High

Credit automatically calculated and applied based on "Project Details" tab.

Credit Calculator

Total Number of Parking Spaces
(↓ Should come from "Project Details" tab, cells G29 / G30) Project Details Tab

0	Required parking per zoning code	RP
0	Provided on-site parking	OP

% Below Required Minimum (%BRM) n/a

None Level of Application **Total Credit** **0%**

Documentation Requirement:
Parking waiver documentation

Source(s):
https://www.vtpi.org/tdm/tdm28.htm
In many situations, parking standards for new facilities, and the supply of parking at existing facilities, can be reduced without creating significant parking problems, particularly if implemented as part of an integrated parking management program. More accurate and flexible parking requirements

means that parking standards reflect the parking demand and costs at a particular location, taking into account geographic, demographic, economic and management factors. This allows parking requirements to be reduced in exchange for implementation of specific parking and mobility management strategies...

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-15 Limit Residential Parking Supply (up to 13.7% reduction in VMT)

Fewer parking spaces may incventivize non-vehicle trips.

Parking above required minimum

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If the project proposes parking above the required a minimum, the project is expected to induce vehicle travel.
This does not apply to remote parking lots, intercept lots, transit facilities or other similar land uses.
Parking spaces designated for carsharing are not intended to count towards the required minimum.

-20% Credit applied if provided parking exceeds minimum

Credit automatically calculated and applied based on "Project Details" tab.

Credit Calculator

Total Number of Parking Spaces
(↓ Should come from "Project Details" tab, cells G29 / G30) Project Details Tab

0	Required parking per zoning code
0	Provided on-site parking

Provided parking is at or below required minimum n/a

None Level of Application **Total Credit** **0%**

Source(s):

https://www.vtpi.org/tdm/tdm28.htm

Some communities limit on the maximum amount of parking capacity allowed at particular sites or within a particular area, particularly in growing Commercial Centers (Millard-Ball 2002; Manfille and Shoup 2004)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-15 Limit Residential Parking Supply (up to 13.7% reduction in VMT); applying the inverse

Excessive parking spaces may increase non-vehicle trips.

Parking Management / Shared Parking

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To meet this criteria the project must meet the following requirements:

The parking at the project must contain a combination of the following traits

- On-site or adjacent complimentary land uses (offset peak demands) with an agreement for shared parking
- Paid parking (hourly, daily, or longer term)
- Time limited parking (15-minute, 1-hour, etc)
- Participation in a parking management district
- Other management techniques subject to City approval

How to calculate:

Credit Calculator

Sum up points based on provided features

y = yes, management technique is included

(or blank) n = no, management technique is NOT proposed

Included?	Features:	Points:
	On-site or adjacent complimentary land uses with an agreement for shared parking	1
	Paid parking (hourly, daily, or longer term)	3
	At least 20% of parking is time-limited (commercial only)	2
	Participation in a parking management district	2
	Dedicated carpool / vanpool spaces (commercial only, 2% of total parking, min. 1)	3

Other parking management techniques (describe, confirm with City Staff)

Applied Points: 0

Total Points:

More than	Less than or equal to	Credit %	
0	2	1%	Low
2	6	3%	Med
6	100	5%	High

Total Credit **0%**

Level of Application **None**

Documentation Requirement:

Parking management plan details
Documentation of preferential parking spaces (if applicable)
Annual program confirmation

Source:

https://www.vtpi.org/tdm/tdm28.htm#_Toc128220475

Sharing parking spaces typically allows 20-40% more users compared with assigning each space to an individual motorist, since some potential users are usually away at any particular time. For example, 100 employees can typically share 60-80 parking spaces, since at any particular time some employees are on leave, away on business, or using an alternative commute mode. Even greater reductions are possible with mixed land uses, since different activities have different peak demand times. For example, a restaurant can share parking with an office complex, since restaurant parking demand peaks in the evening while office parking demand peaks during the middle of the day. Public parking facilities, including on-street parking spaces, can usually be shared efficiently among many destinations.

https://www.vtpi.org/tdm/tdm26.htm?

Shifting from free to cost-recovery parking (prices that reflect the full cost of providing parking facilities) typically reduces automobile commuting by 10-30%

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-12 Price Workplace Parking (up to 20% reduction in VMT for paid employee parking)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-24 Implement Market Price Public Parking (up to 30% reduction in VMT for paid public parking)

Various parking management techniques can reduce travel demand.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-8 - Provide Ridesharing Program (up to 8% reduction for carpool / vanpool)

Preferential parking may encourage carpool / vanpool use and reduce work-based trips.

Employee parking cash out

To meet this criteria the project must meet the following requirements:

Applicable only to commercial land uses
Employers must commit to a parking cash out incentive for employees: employees are offered a reasonable rate to commit to walk / bike / transit to site. The cash payment has to be equal to or greater than the parking subsidy the employer pays for the parking space; or market rate parking cost. Remote or off-site parking is allowed.

Credit based on estimated participation rate; actual participation to be verified during annual reporting.

Credit Calculator

			Mark Estimated Participation Rate with "x"
Low	2%	Full time employee participation < 10%	
Med	5%	10% ≤ FTE participation < 25%	
High	8%	FTE participation ≥ 25%	
None	**Level of Application**	**Total Credit**	**0%**

Documentation Requirement:

Parking cash out plan, including intended employee access strategies (How are employees getting to the site? If driving, where are they parking? Strategies to increase participation to match estimated participation rate?)
Enforcement procedures to ensure participants are not parking on site
Annual program documentation (number and percentage of employees utilizing program)

See also: Parking reduction / parking below required minimum
Emergency / guaranteed ride home program
Parking Management / Shared Parking

Source(s):
https://www.sciencedirect.com/science/article/abs/pii/S0967070X9700019X
This report presents case studies of eight firms that have complied with California's cash-out requirement.
For the 1,694 employees of the eight firms, the number of solo drivers to work fell by 17 percent after cashing out.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-13 Implement Employee Parking Cash-Out (up to 12% reduction in VMT)

Parking buy out may incentive alternative travel modes and reliance on vehicle based trips.

Unbundle residential parking

To meet this criteria the project must meet the following requirements:

Applicable only to multifamily residential land uses.

Property managers must charge a reasonable separate fee for parking spaces on-site; off-site / remote lot parking can be charged a separate rate (or included). Residents must be able to opt-out of the fee.

Credit Calculator

	Possible Credit	5%
Is on-site parking available at an additional fee that residents may decline?		

Level of Application **None** Total Credit **0%**

Documentation Requirement:

Residential parking plan and pricing structure, including strategies to manage on-site residential parking demand
Annual program documentation (parking pricing, number of permits sold)

See also: Parking reduction / parking below required minimum
Parking Management / Shared Parking

Source:

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-16 - Unbundle Residential Parking Costs from Property Cost (up to 15.7% reduction in VMT)

Separate parking fees may reduce vehicle ownership and reliance on vehicle based trips.

Alternative work schedules / flex time / telecommuting

To meet this criteria the project must meet the following requirements:

Applicable only to commercial office land uses.
Employers must allow alternative work schedules; reduction based on estimated utilization rate, utilization rate to be confirmed during annual TDM reporting.

Traditional working hours defined as Monday through Friday, with a typical arrival and/or departure periods between 7-9 AM and 4-6 PM. Other options such as" 4-10s" or "4-9-4s / half day Fridays", may accomplish the same goals.

Credit based on estimated participation rate; actual participation to be verified during annual reporting.

Credit Calculator

		Participation rate of employees who work non-traditional hours at least once per week	Mark Estimated Participation Rate with "x"
Low	1%	Full time employee participation < 5%	
Med	2%	5% ≤ FTE participation < 15%	
High	3%	FTE participation ≥ 15%	

None **Level of Application** **Total Credit** **0%**

How to calculate:

Low	1%	5% or less of employees work non-traditional hours at least once per week
Med	2%	Above 5% - 15% or less of employees work non-traditional hours at least once per week
High	3%	Above 15% of employees work non-traditional hours at least once per week

Documentation Requirement:

Annual program documentation (total number of employees, number of employees with non-traditional working hours)

Source:

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-5 - Implement Commute Trip Reduction Program (up to 4% reduction in VMT)

Alternative work schedules as a commute trip reduction strategy may reduce work-based trips.

On-site childcare

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To meet this criteria the project must meet the following requirements:

Project must include a childcare early education site with preferential enrollment for residents or employees of the other land uses on site.

Credit automatically applied based on "Project Details" tab.

Credit Calculator

		Possible Credit	5%
Is on-site childcare available?			n
		↑From "Project Details" tab, cell H28↑	
		Project Details Tab	
Level of Application	**None**	Total Credit	**0%**

Documentation Requirement:

Annual program documentation (confirmation of child care space)

Source:

https://www.vtpi.org/tdm/tdm9.htm

Table 1 indicates a 5% estimated reduction in Sacramento due to onsite childcare

On-site child care with preferential enrollment for residents or employees may increase internal capture.

Plans for delivery of goods for off peak times

To meet this criteria the project must meet the following requirements:

Applicable only to commercial land uses
Commercial operators must coordinate delivery of goods outside of peak periods; Peak periods include:
- Weekday (M-F) AM and PM peak periods, typically 7 AM - 9 AM and 4 PM - 6 PM (9 AM - 9 PM in Old Town)
- Weekend (Sat & Sun) peak periods, typically 9 AM - 11 AM, 3 PM - 5 PM
Does not apply to parcel deliveries.

Credit Calculator

		Possible Credit
Does the site operator restrict delivery of goods during peak periods?		2%
Food / goods delivery to consumer by bicycle?		2%

Level of Application **None** Total Credit **0%**

Documentation Requirement:

Development and annual certification of a Goods Delivery Plan

Source:

n/a

Direct reduction in peak hour trips

Shuttle service

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To meet this criteria the project must meet the following requirements:

The project must coordinate or participate in shuttle service to remote / off-site parking lots or high demand locations.

Limited service indicates only one vehicle dedicated to shuttle service with wait times of 30 minutes or more

Expanded service indicates more than one vehicle dedicated to shuttle service and wait times less than 30 minutes

Peak hours of operation are based on the land use and demand, typically two 2-hour periods per day

How to calculate:

Credit Calculator

Mark with "x"		Possible Points	Applied Points
Is the shuttle service for guests / residents or employees? **(mark one or both)**			
	Guests / residents		
	Employees		
What is the shuttle service period? How many hours per day is it available? **(mark one)**			
	Less then 4 hours per day	1	
	4-12 hours per day	2	
	12 or more hours per day	3	
For regular scheduled shuttle service, what is the frequency or wait time of shuttle service? **(mark one)**			
	Wait time more than 1 hour	1	
	Wait time between 30 minutes to 1 hour	2	
	Wait time 30 minutes or less	3	
Guest / resident shuttle service details:			
	Is an airport shuttle available?	10	
Employee shuttle service details: (mark one or both)			
	On-demand - operates on request outside of shift changes	2	
		Total Points	Error

	Total Points: More than	Less than or equal to	Credit %
Low	0	2	3%
Med	2	6	5%
High	6	12	10%
Extensive	12	100	25%

None Level of Application **0%**

Documentation Requirement:

Annual shuttle service documentation (confirmation of route, vehicles, service operation and frequency)

Source:

https://www.vtpi.org/tdm/tdm9.htm?
A comprehensive Commuter Trip Reduction program typically reduces peak-period automobile trips by 4-20% at a worksite (Rye 2002; Boarnet, Hsu and Handy 2014),

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-25 - Extend Transit Network Coverage or Hours (up to 4.6% reduction in VMT)
CAPCOA 21 treatment T-26 - Increase Transit Service Frequency (up to 11.3% reduction in VMT)

Shuttle service is a component of a comprehensive trip reduction program.

Activated internal streetscape

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To meet this criteria the project must meet the following requirements:

Internal road streetscape design includes enhanced elements to activate the internal streetscape and encourage walk-bike-transit trip making behavior.

Calculate credit based on number and type of elements. Elements and design to be coordinated with city staff.

Credit Calculator

Sum up points based on provided features

Features:	Possible Points (Each)	Quantity	Points:
bump out	1		0
street corridor with trees	3		0
enhanced landscaping area	1		0
parklets	3		0
on-street parking corridors	2		0
pedestrian scale lighted corridors	2		0
banner corridors	1		0
street furnishings	1		0
Other elements (describe, confirm with City Staff)			
			0
			0
			0
		Applied Points:	0

Total Points:

More than	Less than or equal to	Credit %	None
0	6	1%	Low
6	12	2%	Med
12	12+	3%	High

Total Credit	**0%**
Number of Features	**None**

Documentation Requirement:

Identification of elements in project plans; post construction inspection; maintenance plan

Source(s):

https://pmc.ncbi.nlm.nih.gov/articles/PMC12425138/?
10% increase in sidewalk tree cover within 500 m was associated with 19% increased odds of participating in active transportation

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:
Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

An activated streetscape is consistent with transit oriented design and an improved pedestrian network.

Activated public road streetscape

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To meet this criteria the project must meet the following requirements:

Puiblic road streetscape design inside the public right of includes enhanced elements to activate the internal streetscape and encourage walk-bike-transit trip making behavior.

Calculate credit based on number and type of elements. Elements and design to be coordinated with city staff.

Credit Calculator

Sum up points based on provided features

Features:	Possible Points (Each)	Quantity	Points:
bump out	1		0
street corridor with trees	3		0
enhanced landscaping area	1		0
parklets	3		0
on-street parking corridors	2		0
pedestrian scale lighted corridors	2		0
banner corridors	1		0
street furnishings	1		0
Other elements (describe, confirm with City Staff)			
			0
			0
			0
		Applied Points:	0

Total Points:

More than	Less than or equal to	Credit %	None
0	6	1%	Low
6	12	2%	Med
12	12+	3%	High

Total Credit	**0%**
Number of Features	**None**

Documentation Requirement:

Identification of elements in project plans; post construction inspection; maintenance agreement / MOU

Source(s):

https://pmc.ncbi.nlm.nih.gov/articles/PMC12425138/?
10% increase in sidewalk tree cover within 500 m was associated with 19% increased odds of participating in active transportation

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:
Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

An activated streetscape is consistent with transit oriented design and an improved pedestrian network.

Enhanced crosswalk elements

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To meet this criteria the project must meet the following requirements:

Project must construct enhanced crosswalk elements (beyond standard signs and striping).
Elements must be approved by City.

Calculate credit based on number and type of elements. Elements and design to be coordinated with city staff.

Credit Calculator

Sum up points based on provided elements within crosswalk(s):

Features:	Possible Points (Each)	Quantity	Points:
bump outs	1		0
raised features	3		0
pedestrian scale lighting	2		0
dual stage crossing / median refuge	3		0
activated warnings: RRFB	8		0
activated warnings: HAWK	12		0
grade seperated crossing	13		0

Other elements (describe, confirm with City Staff)			
			0
			0
			0

Applied Points: 0

Total Points:

More than	Less than or equal to	Credit %	None
0	4	2%	Low
4	12	4%	Med
12	12+	8%	High

Total Credit **0%**
Number of Features **None**

See also: Activated public road streetscape

Documentation Requirement:

Identification of elements in project plans; post construction inspection

Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:

Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

Enhanced crosswalks are a component of transit oriented design and improve the pedestrian network and connectivity.

Construct segment of sidewalk, trail, or signature trail

To meet this criteria the project must meet the following requirements:

Project must construct a portion of a sidewalk, trail, or signature trail; constructed portion must be accessible and open to the public along existing or new rights of ways or easements; constructed portion must include a logical start and ending point and fill a gap in the existing or future network of infrastructure.

Reconstruction of an existing facility is not applicable.

The appropriate type of facility (sidewalk, trail, or signature trail) is documented in city planning documents.

Refer to adopted transportation plans:
https://parkcity.gov/departments/transportation-planning/transportation-plans/park-city-forward/adopted-transportation-plans

Alignments must be approved by City.

Credit based on length and type of facility constructed.

Credit Calculator

	Proposed Length to be Constructed by Facility Type (feet)	Individual Level of Application
Sidewalk		None
Trail (Supplemental)		None
Signature Trail (High Comfort)		None

If sidewalk & supplemental trail both qualify as "Med", the combined level of application shall be "High"

Combined Level of Application	**None**
Combined Credit	**0%**

		Minimum Length (ft)		
Combined LOA	Credit	Sidewalk	Trail	Signature Trail
Low	3%	500		
Med	6%	1000	500	
High	10%	2000	1000	500

Documentation Requirement:

Identification of elements in project plans; post construction inspection

See also:

Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:

Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-19A - Construct or Improve Bike Facility (up to 0.8% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-17 - Improve Street Connectivity (up to 30% reduction in VMT)

Enhanced crosswalks are a component of transit oriented design and improve the pedestrian network and connectivity.

Pedestrian amenities

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To meet this criteria the project must meet the following requirements:

Project must construct enhanced pedestrian amenities to support the pedestrian environment.

Elements must be approved by the City and associated departments and organizations (historic preservation, arts council, etc.)

Elements must be maintained by the applicant unless a maintenance and operations memorandum of understanding is developed with the City.

Credit based on proposed amenities.

Credit Calculator

Sum up points based on provided features

Features:	Points (Each)	Quantity	Max Qty	Points:
shade structures	1		2	0
benches	1		2	0
water fountains / bottle filling stations	4		1	0
public restrooms	10		1	0
public art installations	3		1	0
historic markers	2		1	0
sidewalk / trail 50% wider than minimum (200-foot segments)	3		3	0
buffer 50% wider than minimum (200-foot segments)	2		3	0
significant activated outdoor public space	10		1	0
Other elements (describe, confirm with City Staff)				
				0
				0
				0
			Applied Points:	0

Total Points:

More than	Less than or equal to	Credit %	None
0	6	2%	Low
6	15	4%	Med
15	26	7%	High
26	26+	10%	Extensive

Total Credit	**0%**
Number of Features	**None**

Buffer distance is defined as the width between back of curb and front of sidewalk / trail.
Buffer to be landscaped with appropriate plantings or hardscaped with pedestrian amenities.

A significant outdoor public space includes plazas, playgrounds, linear parks, or traditional parks, open and accessible to the public. The outdoor space should be appropriate for the site and maintained by the project.

Documentation Requirement:

Identification of elements in project plans; post construction inspection; maintenance agreements

See also: Activated internal streetscape

Activated public road streetscape

Source(s):

https://www.transitwiki.org/TransitWiki/images/5/51/TCRP_TOD_Report.pdf

Quote:

Results of this research clearly show that TOD-housing results in fewer trips in the four urbanized areas that were studied. The research confirms the ITE trip generation and parking generation rates underestimate automobile trip reduction for TOD housing. The ITE manual presents weighted averages of trip generation. The weighted average vehicle trip rates for this study were computed for all 17 projects combined for weekday, AM peak, and PM peak. Over a typical weekday period, the 17 surveyed TOD-housing projects averaged 44% fewer vehicle trips than estimated by the ITE manual (3.754 trips versus 6.715). Weighted average differentials were even larger during peak periods: 49% lower rates during the AM peak and 48% lower rates during the PM peak.

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-3 - Provide Transit-Oriented Development (up to 31% reduction in VMT)

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-18 - Provide Pedestrian Network Improvement (up to 6.4% reduction in VMT)

Pedestrian amenities improve the pedestrian environment and contribute to pedestrian oriented design.

Transit stop amenities

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To meet this criteria the project must meet the following requirements:

Project must construct enhanced transit amenities to support transit ridership.

Elements must be approved by City and transit service operator.

Credit based on proposed amenities.

Credit Calculator

Sum up points based on provided features

Features:	Possible Points (Each)	Quantity	Max Qty	Points:
shade structures	1		1	0
seating / benches	1		1	0
bike racks	1		1	0
signs / transit information	1		1	0
trash collection	2		1	0
lighting	2		1	0
dynamic next bus information	4		1	0
shelter	4		1	0

Other elements (describe, confirm with City Staff)			
			0
			0
			0

Applied Points: 0

Total Points:

More than	Less than or equal to	Credit %	None
0	4	2%	Low
4	10	6%	Med
10	10+	12%	High

Total Credit **0%**

Number of Features **None**

Documentation Requirement:

Identification of elements in project plans; post construction inspection

See also: Activated public road streetscape

Source(s):

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-45 - Provide Transit Shelters (up to 0.32% reduction in VMT)

Transit stop amenities are a component of transit oriented design and improve the comfort of transit ridership.

End-of-trip bicycle facilities

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To meet this criteria the project must meet the following requirements:

Project must construct facilities to support people accessing the site on bicycle.

Elements must be maintained by the applicant.

Location of facilities to be convenient to bicyclists and approved by City staff.

Credit based on proposed amenities.

Credit Calculator

Sum up points based on provided features

Mark if included "x"	Features:	Points:	
	Bicycle racks above minimum	1	(see note below)
	Covered exterior bicycle racks	1	(at least 50% of exterior spaces)
	Identification of additional future exterior bicycle parking	1	
	Additional secure indoor bicycle storage above minimum	2	(see note below)
	Tool / repair station	1	(interior or exterior)
	Bike wash	2	
	Shower facilities	3	(commercial uses only)
	Lockers / changing facilities	3	(commercial uses only)
			(confirm with City staff)
			(confirm with City staff)
			(confirm with City staff)
	Applied Points:	0	

Total Points:

More than	Less than or equal to	Credit %	Level of Application
0	2	1%	Low
2	5	4%	Med
5	12	8%	High
12	100	14%	Extensive

0% **None**

Minimum number of exterior bicycle racks is greater of: capacity of 8, or 10% of vehicle parking, or as defined in city code

Bicycle racks above minimum is greatest of: an additional capacity of 4, or +5% of vehicle parking, or 50% more than minimum defined in city code
Minimum secure indoor bicycle storage is greatest of: capacity of 8 bicycles, or 10% of vehicle parking, or as defined in city code
Additional indoor secure bicycle parking is greatest of: an additional capacity of 4 bicycles, or +5% of vehicle parking, or 50% more than minimum as defined in city code

See also:

Source(s):

https://www.airquality.org/ClimateChange/Documents/2024%20Handbook%20Update_AB434.pdf
CAPCOA 21 treatment T-10 - Provide End-of-Trip Bicycle Facilities (up to 4.4% reduction in VMT)

https://www.vtpi.org/tdm/tdm85.htm
Bicycle Parking, storage and shower/changing rooms (collectively called *end of trip facilities*) are important ways to provide convenience and security for cyclists at destinations. Inadequate facilities and fear of theft are major deterrents to bicycle transportation.

End-of-trip bicycle facilities support bicycle access to work.

Project:

TDM Plan Outline

Site Design and Layout

SDL1: Active street level land uses

Describe the active street level land use:

Provide a site plan illustrating entrance relative to street.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SDL2: Site designed for transit, walking, bike access

Describe how the site plan supports walk, bike, and / or transit access to the site.

Provide a site plan illustrating required setbacks, street frontages, parking, nearest transit stop, integration with transit and / or shared use paths.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SDL3: Provide perpetual public access easement for sidewalk, trail, signature trail, or grade seperated crossing

Describe the easement and the infrastructure it will support.

Provide a site plan illustrating the easement area.

No annual reporting or documentation; coordinate easement requirements (size, recording, etc.) with City staff.

SDL4: Provision for future sidewalk or trail connection to / through adjacent properties

Describe the connections to adjacent properties.

Provide a site plan illustrating connection(s) to adjacent properties.

Construction of identified connection route(s) shall be completed when adjacent property receiving facility is constructed; annual review of receiving facilities.

SDL5: Pedestrian Directness Factor

Provide a site plan illustrating representative pedestrian routes and calculated Pedestrian Directness Factor.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SDL6: Site access consolidation

Provide a site plan illustrating the existing site accesses and proposed site accesses; identify the location and number of closed site accesses.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SDL7: Complimentary on-site amenities

Describe the location and nature of the complimentary on-site amenities; reported amenities include: .

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SDL8: Centralized delivery of goods for multi-tenant facilities

Describe the centralized delivery area and relation to the proposed land uses.

Provide a site plan illustrating centralized delivery area.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

Site Programs

SP1: Car share program

Describe where the vehicles will be located; credit taken for vehicle(s) within 2,600 feet of primary entrance.

Provide service / operator plan details.

Annual reporting / service confirmation required.

SP2: Bike share program

Describe where the bicycles will be located; if indoors / secure, descibe access requirements.

Provide service / operator plan details.

Annual reporting / service confirmation required.

SP3: Transit incentives

Describe where the bicycles will be located and accessed.

Provide service / operator plan details.

Annual reporting / service confirmation required.

SP4: Parking reduction / parking below required minimum

Document required parking from city code and proposed site parking; prepare parking requirement waiver for City staff review.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SP5: Parking above required minimum

Document required parking from city code and proposed site parking.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SP6: Parking management / shared parking

Describe the parking management / shared parking strategies and techniques; reported amenities include: .

Illustrate required designated parking on a site plan, as appropriate. Describe enforcement techniques, if required.

Annual reporting of parking strategy / management techniques required.

SP7: Employee parking cash out

Describe parking cash out program and offering; indicate estimated incentive and and estimated employee participation rate. Develop parking cash out plan, including intended employee access strategies: What is the incentive and parking subsidy? How are employees getting to the site? If driving, where are they parking? Strategies to increase participation to match estimated participation rate? Enforcement procedures to ensure participants are not parking on site?

Annual reporting of program details, number of participants, and participation rate.

SP8: Unbundle residential parking

Prepare residential parking plan, including estimated fees, participation rates, alternative transortation options, and documentation of alternative parking sites for residents.

Annual reporting of program details, permit sales, and parking rates.

SP9: Alternative work schedules / flex time / telecommuting

Describe expected alternative work schedule,C96 flex time, and telecommuting options to be offered.

Annual reporting of program details, number of participants, and participation rate; provide excerpt from employee handbook outlining program.

SP10: On-site childcare

Describe the expected child care service: expected ages of students, number of students, days and hours of operation; confirm preferential enrollment for residents / employees at the project site.

Illustrate on the site plan where the proposed child care center will be located.

Annual reporting child care center operation.

SP11: Service vehicle / delivery vehicle management

Prepare Goods Delivery Plan: describe goods to be delivered to the site, expected delivery operators, and mechanism to manage delivery times.

No annual reporting or documentation; confirm feature is incorporated into final site plan and post-construction.

SP12: Shuttle service

Describe the expected shuttle service: hours of operation, service area, service provider, frequency, number of vehicles, expected ridership, etc.

Provide a site plan illustrating the shuttle pick up / drop off locations.

Annual reporting of shuttle operations, including ridership and service details.

On- and/or Off-Site Features / Infrastructure

FI1: Activated internal streetscape

Describe the proposed features to be included in the activated streetscape. Identified features include:

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI2: Activated public road streetscape

Describe the proposed features to be included in the activated streetscape. Identified features include:

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI3: Enhanced crosswalk elements

Describe the proposed features to be included in the activated streetscape. Identified features include:

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI4: Construct segment of sidewalk, trail, or signature trail

Identify the location of the proposed construction of bicycle and pedestrian facilities.

Provide a site plan illustrating the location and length of the facilities; provide a cross section indicating the width and materials to be constructed of each facility type (sidewalk, trail, signature trail); confirm alignments with City staff.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI5: Pedestrian amenities

Describe the proposed amenities to be included. Identified features include:

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI6: Transit stop amenities

Describe the proposed amenities to be included. Identified features include:

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

FI7: End-of-trip bicycle facilities

#REF!

Provide a site plan illustrating the location of the proposed features; provide cut sheets / product specifications / sample installations of similar proposed treatments.

No annual reporting or documentation; confirm feature(s) is/are incorporated into final site plan and post-construction.

Custom / Site Specific TDM Features, Programs, and / or Elements

C1: Coordinate with City Staff

Describe the proposed custom TDM amenities; documentation, additional details, and annual reporting requirements to be coordinated with City Staff.