



**PARK CITY PUBLIC ART ADVISORY BOARD MEETING
SUMMIT COUNTY, UTAH
December 2, 2024**

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

Zoom Link: <https://us02web.zoom.us/j/87505710988?pwd=4hllHD85zpaNbZzzcEKtIKbNb6R99G.1>

CLOSED SESSION

The Public Art Advisory Board 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 - 4:00 p.m.

I. ROLL CALL

II. PUBLIC COMMENT: Any Items Not on the Agenda

III. CONSIDERATION OF MINUTES

1. Consideration to Approve the Public Art Advisory Board Minutes from November 4, 2024.

IV. APPROVE THE MEETING SCHEDULE 2025

1. PAAB meetings are held on the second Monday of each month. Vote
 - Proposed dates: Jan 13, Feb 10, Mar 10, April 14, May 12, June 9, July 14, Aug 11, Sept 8, Oct 13, Nov 10, Dec 8

V. SLATE NOMINATIONS Jo Ann

VI. BUDGET/PROJECT UPDATES Stephanie

VII. STAFF AND BOARD COMMUNICATIONS

1. SCPAB/ Arts Council
2. PAAB can deliberate on procurement in a Closed Session or keep it public.
3. Council December 12

VIII. RECREATION CONSTRUCTION PROJECT UPDATES

1. Pool
 - Timeline
 - Artwork component
 - Pools are a 2025 priority for the Recreation team

2. Community Center
 - Timeline
 - Artwork component
 - This would be a 2026 project.

IX. PROCUREMENT DELIBERATION

1. Creekside Shade Structure
2. Bus Stop Art

X. ADJOURNMENT

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



Public Art Advisory Board Minutes

For more information, go to www.parkcity.org

Date: Monday, November 4, 2024

Meeting Place: Marsac Executive Conference Room, 445 Marsac Avenue, Park City, UT 84060

Time: 5:00 p.m. to 7:00 p.m.

Minutes: Stephanie Valdez, Administrative Analyst/Art Coordinator

Next Meeting: Next meeting is Monday, December 2, 2024, at 4:00 p.m.

Topic 1: Call Meeting to Order (5:04 p.m.)

Pam moved the meeting to order at 5:04 p.m.

Present: Elsa Gary, Jo Ann Stacks, Jess Griffiths, Terri Smith, Molly Guinan (virtual) Pam Bingham, Jocelyn Scudder, Chris Phinney, Special Events Manager, Sarah Pearce, Deputy City Manager, Adriane Juarez, Library Director, Steven Dennis, Capital Projects Manager-Engineering

Absent: Kara Beal, Sam Osselaer

Topic 2: Public Comment: Any Items Not on the Agenda

No public comment at this time

Topic 3: Approve Minutes from the October meeting

No changes to the minutes. Jess motioned to approve the minutes as written from the October meeting. Jo Ann seconded.

Topic 4: Staff / Board Communications

Sarah introduced Chris Phinney, the new Special Events Manager. Chris has been with the City for seven years as a Special Events Coordinator and is excited to learn more about the projects and goals of the Public Art Advisory Board.

Sarah also suggested conducting a neighborhood poll to determine where everyone lives for the General Plan work. Having a PAAB representative in each neighborhood would be beneficial if any outreach is conducted and would also assist with neighborhood projects currently on the project list.

Pam- Park Meadows against Quarry Mtn.

Terri- American Flag, Deer Valley

Elsa- Upper Park Meadows

Jo Ann- Aspen Springs/Thaynes Canyon

Jess- Park Meadows/Holiday Ranch Loop

Jocelyn- Old Town

Molly- Lower Park Ave

Sam- Lower Park Ave

Kara- Sunnyslope. Park Meadows

47 Jocelyn will be presenting to the Council on November 7, 2024, at 5:30 p.m. Her
48 presentation will include the Arts and Economic Prosperity Study conducted last year, a
49 major study by Americans for the Arts, a leading advocacy organization based in
50 Washington, D.C. This study, conducted since the 1990s, provides valuable economic
51 and social data on arts nonprofits nationwide.

52
53 Jocelyn added that they are currently developing the Arts & Culture Master Plan for all
54 of Summit County and have just launched a county-wide survey. This survey invites
55 community members to share their vision for the future of arts and culture, helping to
56 identify priorities such as more public art, cultural facilities, literary arts, performing arts,
57 and visual arts across Summit County.

58
59 Jocelyn encouraged the PAAB to promote the survey in their outreach efforts, as they
60 serve as ambassadors for arts and culture in the community.

61
62 Elsa noted that the Día de los Muertos event was incredible. Jocelyn added that Andrea
63 Zavala put in a tremendous effort organizing the event and is deeply engaged with the
64 Latino community.

65 **Topic 5: Slate Nominations**

66 Pam's term as Chair has ended, and she nominated Jo Ann as the new Chair and Jess
67 as Vice Chair. Terri seconded the nominations, and all were in favor.

68
69
70 Jess mentioned that he will be unavailable for the December meeting on the 9th and
71 suggested rescheduling it to December 2nd at 4 p.m. The board agreed, and Stephanie
72 will send out an updated meeting invitation.

73 **Topic 6: Update on Bus Stops**

74 Steven Dennis, Capital Projects Manager in Engineering, provided the board with an
75 update on the bus stop locations. He shared an updated map showing the stops with
76 shelters and benches, noting that 18 stops have been improved this year, including
77 shelters at nine of them. Steven explained that the initial procurement for benches was
78 unsuccessful due to specific federal requirements, so the procurement process will be
79 reopened.

80
81
82 Sarah added that the Bus Stop RFP closed on October 30th, with 16 submissions
83 received. She suggested that after Steven's presentation, the board consider options for
84 either issuing a new RFP or extending the current one to encourage additional
85 submissions.

86
87 Steven added that eight stops are scheduled to receive benches, though there is no
88 confirmed delivery date or finalized design for the benches yet. He also noted that one-
89 stop currently has a concrete pad in place.

90
91 Steven explained that they are considering re-advertising for the benches and one
92 potential opportunity is incorporating specific art elements into the procurement process.
93 By using the federally funded project budget to purchase the benches, the \$95k
94 currently allocated for this project could instead be directed toward shelter
95 improvements. For this approach to be successful, the board would need to define the
96 art elements to communicate to the vendors. This could involve a community-wide

97 competition or neighborhood-specific designs, depending on what the board decides.
98 The board could select 10-25 designs, which would then be communicated to the
99 vendor when the re-advertisement goes out.

100

101 Molly asked about the timeline that Engineering is aiming for, and Steven responded
102 that they hope to have the final designs by January 2025. The goal would be to run the
103 procurement with 10-25 designs, then work with the board to finalize those designs and
104 communicate them during contract negotiations with the vendor.

105

106 Jo Ann inquired whether the submittals could include colorful images whether the
107 benches would be made of specific materials or if the designs could be engraved.
108 Steven explained that it depends on what the board decides. It could also involve
109 specifying that the vendor leaves space, like a window, where a mosaic could be
110 placed.

111

112 Sarah noted that while a call for community art could be an option, completing it by
113 January might be a tight timeline. Pam liked the idea of a neighborhood theme, as it ties
114 in well with the concept of connectivity.

115

116 Molly asked if there was a delay with federal funding, inquiring whether it was related to
117 the funding or the bench design. Steven clarified that the issue is more about the
118 process—the selection involves multiple forms and a package of amenities, which is
119 causing delays with the details. If they were to move forward with just the benches, the
120 process would be streamlined, and the advertisement would be focused solely on the
121 benches.

122

123 Terri asked about the locations for the benches, and Steven shared that for Phase I, the
124 benches are planned for a few spots near Little Kate, the MARC, the bike park, the
125 firehouse, near Empire, a few locations on Marsac, and a couple near the 28. There's a
126 good mix, with many near Park Meadows in this phase. All shelters are currently in
127 place.

128

129 Steven added that there are ongoing discussions regarding shelters in the current RFP
130 or a possible revision to include artists in the design of the shelters. This would help
131 leverage the full funding amount, and those shelters could be perceived as a more
132 immediate priority. The benches, however, are planned for installation later next year.

133

134 Pam asked for clarification on the shelters, specifically if artwork could be placed on the
135 outside of the shelters. Steven explained that the RFP allows for designs on the wooden
136 panels in the back of the shelters, but not on the exterior.

137

138 Pam also inquired that if the RFP were revised, would it specify how many benches and
139 which designs? Steven clarified that he would advocate for including several designs
140 and using those to procure 200 benches to be installed throughout the City.

141

142 Jocelyn asked if the benches could have artful elements but not be designed by a
143 specific artist. Steven confirmed that the art would be selected by the board through the
144 RFP process, and the vendor would implement the design.

145

146 Sarah asked if the shelters have benches. Steven responded that they do have a small
147 bench inside each shelter.

148
149 Jo Ann asked if there are currently submittals for the Bus Stop Art, and Sarah clarified
150 that there are 16 submissions. The board will need to decide whether to revise the RFP,
151 extend it, or create a separate RFP specifically for the bench designs.

152
153 Molly asked if there is enough time for another RFP for benches that includes
154 community involvement. Steven responded that it depends on the installation timeline,
155 but it's becoming tight to have the vendor fabricate and begin installing by spring. Pam
156 suggested that an RFP for the benches could still be feasible, especially with the
157 board's network and potential for community engagement and outreach within
158 neighborhoods.

159
160 Molly also asked if the project would be phased, given the idea of having 200 benches
161 with 20 different designs. Steven agreed it was a good point and suggested moving
162 forward with 30 benches early next year using the selected designs. Sarah mentioned
163 that designs could be released in phases. Steven also noted that one consideration
164 would be the compensation for both the vendor and the design team, and Sarah
165 confirmed that the board's budget could cover it.

166
167 Jo Ann asked if a decision had been made to revise the shelter RFP. Pam clarified that
168 there are enough submissions for the shelters but not enough for the benches.

169
170 Sarah asked Steven if he could create a priority location list based on bus stops and
171 specific neighborhoods to help prioritize the bench installations.

172
173 Terri inquired about the quality of the submissions, and Stephanie suggested that the
174 RFP might need to be redone or extended. Sarah recommended sharing the received
175 submissions and their scores with the board to determine the next steps. Molly
176 emphasized the importance of getting the bench RFP out and ready. Jo Ann asked right
177 now there are submittals for the Bus Stop Art. Sarah added that the question is if we
178 received enough submissions, currently there are 16 submissions. It's up to the board to
179 decide if they want to revise the RFP, extend it, or have a separate RFP for the design
180 of the benches. Molly asked if there's enough time for another RFP for benches to
181 include community involvement.

182
183 Stephen stated that it depends on when the benches will be installed, but the timeline is
184 tight for having the vendor fabricate and begin installing them by spring. Pam added that
185 she doesn't see why the board couldn't issue an RFP for the benches, especially now
186 that they have the network and resources to facilitate a community engagement project
187 and outreach within the neighborhoods.

188
189 Molly asked would project be phased, if there were two 200 benches with the 20
190 designs. Stephen stated that's a good point to move on 30 benches early next year with
191 what designs are selected. Sarah added you can release designs in different phases.
192 Stephen stated one thing to consider is the compensation for the vendor and the design
193 team, Sarah added that the board's budget can cover it.

194

195 Jo Ann inquired whether a decision had been made to revise the shelter RFP. Pam
196 responded that there are sufficient submissions for the shelters, but not enough for the
197 benches.

198
199 Sarah asked Stephen to create a priority location list based on stops and specific
200 neighborhoods.

201
202 Terri requested an update on the submission quality. Stephanie mentioned the
203 possibility of either redoing the RFP or extending it. Sarah proposed sharing the
204 received submissions with the board for scoring before determining the next steps.
205 Molly emphasized the need to expedite the bench RFP.

206
207 Stephen noted that the RFP contains a stipulation that Engineering will review
208 submissions to ensure they meet federal requirements. Stephanie will send the
209 submissions to Stephen for review before sharing the final results with the board.

210
211 Molly inquired about the initial batch of benches, asking if they would be placed in
212 specific neighborhoods and other locations throughout the City.

213
214 The next steps for the bus stop art will occur in December with a vote to accept the
215 designs or extend the RFP. In the meantime, a draft for the bench RFP, incorporating
216 priority locations, will be prepared. Stephen will collaborate with Stephanie on the
217 specific requirements for the benches, and the board will need to prioritize
218 neighborhoods.

219
220 Jo Ann asked if artist payments would be consistent with those for the shelters and
221 benches. Stephen indicated he would coordinate with Stephanie on this matter.

222
223 Chris, Sarah, and Stephanie will review the bench budget and work on the RFP and
224 scope of work, bringing their findings back to the board.

225
226 Pam inquired about the design of the shelters. Stephen clarified that artwork would be
227 limited to the wood panels on the interior, and there were no specific guidelines
228 regarding the placement of artwork on either side.

229
230 Sarah informed the group that a calendar has been created to outline the board's
231 activities for the upcoming year, which will be included in the board packet.

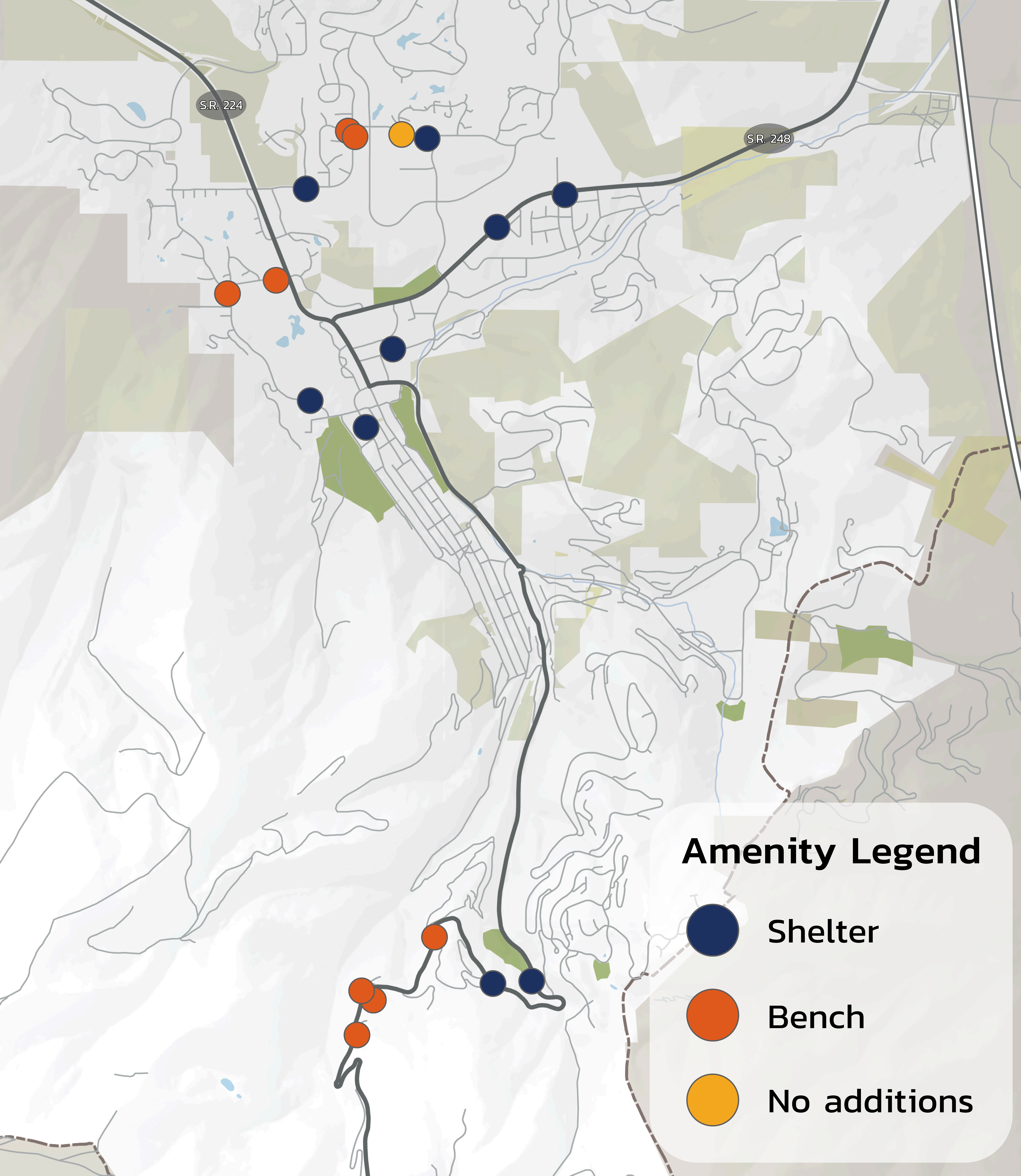
232
233 Pam motioned to move into a closed meeting for procurement deliberation; Jo Ann
234 seconded the motion.

235
236 **Topic 7: CLOSED SESSION**

237 Procurement deliberation for the Art for the Library Study Rooms.

238
239 Pam Bingham, Chair moved to Closed Meeting for Library Study Room Artwork Procurement
240 Deliberation at 5:04p.m.

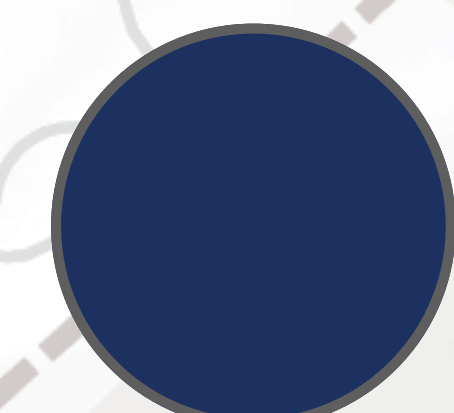
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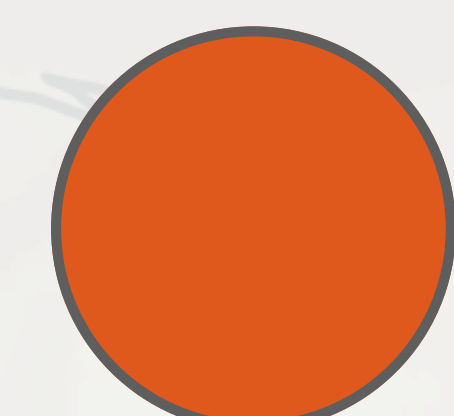
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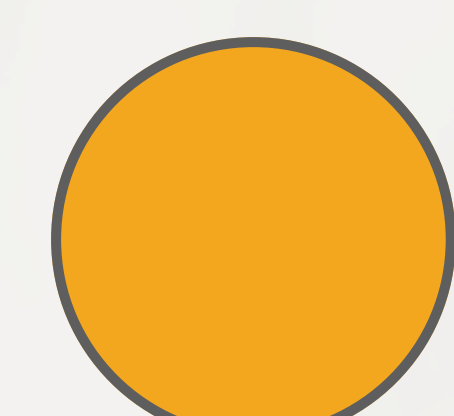
Amenity Legend



Shelter



Bench



No additions