



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
July 27, 2018**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the City Council Chambers, 445 Marsac Avenue, Park City, Utah 84060 for the purposes and at the times as described below on Friday, July 27, 2018.

SPECIAL MEETING - 2:00 p.m.

I. ROLL CALL

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

III. OLD BUSINESS

1. Consideration to Approve a Request Made by Park City Institute (dba Park City Performing Arts Foundation) to Move Six of the Big Stars Bright Nights Concert Dates (8/5, 8/11, 8/12, 8/16, 8/24 and 9/2) from Quinn's Junction to City Park.
(A) Public Hearing (B) Action

[Big Stars Bright Nights Staff Report](#)

[Exhibit A: BSN Event Application and Site Map](#)

[Exhibit B: Background and Analysis](#)

[Exhibit C: Findings for Venue Change](#)

IV. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. 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. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4:00 p.m. to 9:00 p.m. Posted: See: www.parkcity.org

***Parking validations will be provided for Council meeting attendees that park in the China Bridge parking structure.**

Council Agenda Item Report

Meeting Date: July 27, 2018

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: OLD BUSINESS

Subject:

Consideration to Approve a Request Made by Park City Institute (dba Park City Performing Arts Foundation) to Move Six of the Big Stars Bright Nights Concert Dates (8/5, 8/11, 8/12, 8/16, 8/24 and 9/2) from Quinn's Junction to City Park.

(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Big Stars Bright Nights Staff Report](#)

[Exhibit A: BSNB Event Application and Site Map](#)

[Exhibit B: Background and Analysis](#)

[Exhibit C: Findings for Venue Change](#)



City Council Staff Report

Subject: Big Stars Bright Nights – Potential Venue Change to City Park
Author: Jenny Diersen, Special Events Manager
Department: Special Events
Date: July 27, 2018
Type of Item: Administrative

Staff Recommendation

Staff recommends City Council hold a public hearing and approve a one year request from Park City Institute's to move the remaining 6 Big Stars Bright Nights (BSBN) concerts to be held on 8/5, 8/10, 8/11, 8/16, 8/24, 9/2 from Quinn's Junction to City Park including that the dates of 8/10 and 8/11 are conditioned to start at 6:00 p.m. and end at 9:00 p.m. Additionally, staff recommends that Council maintain delegation of their authority of a final operations and logistics plan for each date of the City Park venue with staff including the Economic Development Manager, Chief of Police and Transportation Planning Manager.

Executive Summary

The City Council agreed to consider Park City Institute's request to explore moving the concert series to City Park at the July 19 City Council meeting, contingent on additional outreach, public input and evaluation of the application as per section [4A](#) of the code. After completing outreach regarding the proposed changes, staff recommends allowing a one year approval of the City Park venue for the remaining 6 concerts of the Big Stars Bright Nights concert series. The background and analysis regarding the BSBN Concert Series is Exhibit B.

The Problem and the Opportunity

Park City Institute (PCI) has held the Big Stars Bright Nights (BSBN) concert series for the past 14 years. The event supports the community through PCI's [mission](#) including providing educational opportunities to youth of Summit County and underserved constituents. PCI's programs support any community programs and support's Council's Top Priority of Arts and Culture.

While staff finds this application to be for a compelling community event, and believes it will provide economic and cultural vitality, the event will continue to cause impacts that are being mitigated with regards to transportation, public safety, accessibility, environmental sustainability, community engagement and costs to the City.

Council's current policy direction has been to reduce event impacts in town and on peak event weekends including not allowing additional events on major event weekends such as Tour of Utah, Arts Festival and Miners Day. While the impacts of the event are being mitigated, the change of venue will bring additional impacts into town on major event weekends.

Analysis

An analysis of venues can be found in Exhibit B including:

- Venue Re-Location Request – City Park (One Year Agreement), for all dates remaining dates including 8/5, 8/10, 8/11, 8/16, 8/24, 9/2 upon staff approval of a final operational and logistics plan and that the dates 8/10 and 8/11 are conditioned to start at 6:00 pm and end at 9:00 pm.
- Community Input – including a summary of comments received through outreach efforts
- Operations Coordination with Community, Community Partners and Existing Event Applicants – including a summary of comments received through outreach efforts
- Department Recommendations – including a summary of comments from City departments
- Operations and Logistics –The venue itself is available on the dates requested and staff is taking time to coordinate the use of City and private facilities with the Park City Institute in coordination with other activities and events going on. Staff is confident that a final successful operations plan will be coordinated even though each plan may have slightly different operations details.

Alternatives for City Council to Consider

A. Recommended Alternative

City Council should hold a public hearing and approve a one year request for Park City Institute's to move the remaining 6 Big Stars Bright Nights (BSBN) concerts to be held on 8/5, 8/10, 8/11, 8/16, 8/24, 9/2 from Quinn's Junction to City Park including that the dates of 8/10 and 8/11 remain conditioned to start at 6:00 p.m. and end at 9:00 p.m. Additionally, staff recommends that Council maintain delegation of their authority of a final operations and logistics plan for each date of the City Park venue with staff including the Economic Development Manager, Chief of Police and Transportation Planning Manager).

Pros

- Event Aligns with City Council's Top Priority of Arts and Culture.
- Event at a venue that is on existing transit route.
- Location allows better access to event venue operationally for staff.

Cons

- There are other events that have already been approved on this day and this approval does not align with Council's recent policy direction to reduce event impacts in town.
- Some community members have voiced concerns about adding to event impacts during an already busy time in the community.

B. Modify Alternative:

Council could modify the request to change the location of the Big Stars Bright Nights Concert Series by further limiting how many concerts they allow at City Park or by changing the event times. If Council requests staff to modify, staff recommends for Council to keep the approval authority of a final operations and logistics plan with staff

as there may be unforeseen circumstances that cause challenges with further modifications.

Cons

- Modifying the plan may introduce other operational, logistic and cost challenges that staff has not had time to mitigate or discuss.

C. Continue Alternative:

Council could continue this discussion to the August 2 meeting and take time to receive additional public input and coordination regarding the venue change.

Pros

- Allows more time to evaluate the request to move to City Park.

Cons

- Places pressure on the applicant and staff regarding timeline of approved changes and being able to make changes for the August 5 concert.

D. Deny Alternative:

City Council could deny the Park City Institute's request to move the remaining 6 Big Stars Bright Nights (BSBN) concerts to be held on 8/5, 8/10, 8/11, 8/16, 8/24, 9/2 from Quinn's Junction to City Park.

Pros

- Concert Series would continue to be held at Quinn's Junction.

Cons

- The concert series wouldn't happen at City Park.
- Some community members may view this as preventing a community based event from happening at a community venue.

Department Review

Special Events, Economic Development, Executive and Legal have reviewed this report. Budget, Transportation Planning, Transit, Public Works, Parking Services, Parks, Recreation, Police/Emergency Management, are aware of the request to change venue to City Park and are being coordinated with but have not had time to review this report.

Community Engagement

Staff worked to conduct several ways to give public input regarding this proposed change. An analysis of the public comment received is included in Exhibit B.

Funding Source

Funding for this event comes from the General Fund. Staff is working on an evaluation of the costs associated with this event. Any Special Event Fee Reduction would need to be approved through [Special Event Fee Reduction Process as per code](#) and City Policy which is anticipated to be presented to Council at a subsequent meeting in August.

Attachments

- A Big Stars Bright Nights Special Event Application & City Park Site Map
- B Big Stars Bright Nights Event Background & Analysis
- C DRAFT Big Stars Bright Nights Event Permit, findings, conditions

Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.

PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL IN WRITING AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4-8.

Applications for Special Event Permits are due no later than 90 days (Level 3), 60 days (Level 2), or 30 days (Level 1) prior to an event. Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. More information can be found at www.parkcity.org or by contacting specialevents@parkcity.org.

IF YOU HAVE QUESTIONS, OR WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Tommy Youngblood
tommy.youngblood@parkcity.org

435.615.5187

Chris Phinney chris.phinney@parkcity.org

435.615.5194

APPLICATION FEES & EXPENSES

Level Three Special Event Permit \$160.00
Level Two Special Event Permit \$80.00
Level One Special Event Permit \$40.00

- Application Levels are determined by the Special Events Department after reviewing complete applications.
- Additional fees for other City Services will be estimated and provided to the applicant upon receipt of a complete application.
- Applicants may incur additional expenses from other City, County or State jurisdictions.
- Fee Reductions for some City Services are considered bi-annually. Fee Reduction Applications are due on:
- **April 1**, for events July 1 – December 31; and **October 1**, for events January 1 – June 30.

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING: (Check all that you understand and agree to)

- ☒ To insure prompt and accurate processing of your application, ensure that ALL support materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application completed, with traffic and transportation plan, contingency plan – including operations plan, emergency plan, weather conditions and residential and notification outreach plan; site plan and permission of use for properties.
- ☒ Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.
- ☒ After the application is evaluated, the applicant will be responsible for providing proof that I have obtained other permits as necessary from City, County or State agencies, as well as the application fee amount based on the Level of event.
- ☒ I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application, and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal code 4-8-9 through the bi-annual fee reduction application and process.
- ☒ I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under Park City Municipal Code 4-8.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: <u>Big stars Bright Nights concert series</u>				
FIRST TIME EVENT:	Yes	☒ No	ANNUAL EVENT:	☒ Yes No
ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR:			IF ANNUAL, HOW MANY YEARS:	<u>15</u>
			Yes	☒ No
ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR:			☒ Yes	No
NAME OF APPLICANT (FIRST & LAST): <u>Maurice Hickay</u>				
TITLE / POSITION: <u>Managing Director</u>				
BUSINESS / ORGANIZATION NAME: <u>Park City Performing Arts Foundation</u>				
IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT				☒ Yes, a copy of IRS paperwork is attached No
MAILING ADDRESS OR BUSINESS / ORGANIZATION: <u>P.O. BOX 1297 / 1244 B. Ironhorse Dr.</u>				
CITY, STATE, ZIP: <u>Park City, Utah 84060</u>				



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PHYSICAL ADDRESS OF BUSINESS / ORGANIZATION:		On previous page.								
CITY, STATE, ZIP:										
PHONE (PRIMARY):	PHONE (SECONDARY):									
EMAIL: mhickey@parkcity.institute										
BUSINESS / ORGANIZATION WEBSITE: parkcity.institute										
SOCIAL MEDIA LINKS:										
DAY OF EVENT PRIMARY CONTACT										
ON-SITE DAY OF PRIMARY CONTACT NAME (FIRST & LAST): Moe Hickey										
ON-SITE DAY OF PRIMARY CONTACT CELL PHONE:										
ON-SITE DAY OF PRIMARY CONTACT EMAIL: mhickey@parkcity.institute										
PUBLIC EVENT INFORMATION										
WEB SITE FOR PUBLIC EVENT INFORMATION: www.parkcity.institute										
PHONE NUMBER FOR PUBLIC EVENT INFORMATION: 4. 655. 3114										
EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: boxoffice@parkcity.institute										
Overall event description is attached as a separate document, with the contingency plan and is submitted with the application.										
EVENT LEVEL DETERMINATION										
THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)										
☐ FESTIVAL / FAIR	☐ PARADE	☐ SKI / SNOW BOARD	☐ RUN	☐ BIKE	☐ WALK	☐ TRAIL USE	☒ CONCERT	☐ CULINARY	☐ FILMING	
☒ ARTS & CULTURE EVENT		☐ HOLIDAY CELEBRATION		☐ RECREATION / SPORTING EVENT		OTHER:				
THE EVENT WILL INVOLVE THE USE OF: (Check all that apply)										
☐ MAIN STREET	☐ RESORT PROPERTY	☐ SCHOOL DISTRICT PROPERTY	☐ PRIVATE PROPERTY	☐ CITY PARKS	☒ CITY FIELDS	☒ CITY FACILITY RENTAL	☐ RESIDENTIAL AREAS	☒ PARK CITY LIMITS	☐ MULTI-JURISDICTION	☒ AMPLIFIED SOUND
THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)										
☒ YOUTH / FAMILIES	☒ ADULTS	☒ LOCAL	☒ STATE-WIDE	☒ REGIONAL	☒ NATIONAL	☐ INTER NATIONAL	☒ SPECTATORS	☒ PARTICIPANTS	OTHER:	
THIS EVENT WILL: (Check all that apply)										
☒ LIMIT # OF PARTICIPANTS	☐ BE FREE FOR SPECTATORS		☐ BE FREE FOR PARTICIPANTS		☒ INCLUDE VENDORS OR SPONSOR		☐ BE FREE AND OPEN TO THE PUBLIC			
☒ LIMIT # OF SPECTATORS	☒ CHARGE ADMISSION FOR SPECTATORS		☐ CHARGE PARTICIPANTS		☐ NOT INCLUDE VENDORS OR SPONSOR		☒ BE A PRIVATE EVENT			
THIS EVENT WILL BE HELD: (Check all that apply)										
EVENT DATE(S): 7/3, 7/13, 7/23, 8/5, 8/10, 8/11, 8/16, 8/24, 9/2										
☐ MONDAY	☐ TUESDAY	☐ WEDNESDAY	☐ THURSDAY	☐ FRIDAY	☐ SATURDAY	☐ SUNDAY				
☐ WEEKLY		☐ MONTHLY		☐ SERIES		☐ ONE DAY				
NUMBER OF EVENT(S): 9		# OF CONSECUTIVE DAYS: single event days - two days are back to back								



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SIDEWALK & STREET USE (circle and complete all that apply)

THE EVENT WILL HAVE:

STREETS

☐ STREET CLOSURE MAP IS ATTACHED		☐ CLOSURE SIGN / MARKING	
☐ ROLLING CLOSURE	☐ PARTIAL CLOSURE	☐ FULL CLOSURE	☐ NO CLOSURE
NAMES OF STREETS TO BE CLOSED:		TIMES: (START / END OF CLOSURE)	
		START:	END:
		START:	END:
		START:	END:
		START:	END:

REASON FOR CLOSURE:

SIDEWALKS

☐ SIDEWALK CLOSURE MAP IS ATTACHED		☐ CLOSURE SIGN / MARKING	
☐ PARTIAL CLOSURE	☐ FULL CLOSURE	☐ NO CLOSURE	☐ CROWD CONTROL PLAN
ADDRESS:			
ADDRESS OF CLOSURE: (FROM / TO)		TIMES: (START / END OF CLOSURE)	
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:

REASON FOR CLOSURE:

TRAILS

☐ TRAIL COURSE MAP IS ATTACHED	☐ COURSE / SIGN MARKING INFORMATION IS ATTACHED
NAMES OF TRAILS TO BE USED:	

PARADE

ASSEMBLY AREA:	DISBANDING AREA:	# OF PARADE ATTENDEES:
PARADE IS:		
☐ WALKING ONLY	☐ VEHICLES & WALKING	☐ VEHICLES ONLY
☐ WILL HAVE ANIMALS		

OTHER PARADE INFO:



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ONE DAY EVENT HOUR(S)			
EVENT HOUR(S): Wed 6:00 to 9:00 p.m.		OPENING TIME: 4:30	EVENT ENDS: 9 pm
EVENT SET-UP DATE: 7/29 then day of show		BREAK-DOWN DATE: 12am. (same day)	
SET-UP TIME(S): 6 a.m. day of show		BREAK-DOWN TIME(S): 12am	
MULTIPLE DAY EVENT HOUR(S) – If different for each date			
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
INCLIMATE WEATHER INFORMATION:			
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
☒	No inclement weather date is required, and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions		
EVENT ATTENDANCE (Complete all that apply)			
IF ANNUAL EVENT:			
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: 27,000		TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: 2,100	
ALL APPLICANTS MUST COMPLETE THE FOLLOWING SECTION (NEW OR ANNUAL EVENTS)			
ESTIMATED # OF PARTICIPANTS:		ESTIMATED # OF VENDORS: 8	
ESTIMATED # OF SPECTATORS: 2,500		ESTIMATED # OF VOLUNTEERS: 50	
ESTIMATED # OF STAFF: 20		ESTIMATED DAILY ATTENDANCE: 2,500	
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 2,500		ESTIMATED TOTAL ATTENDANCE OF ENTIRE EVENT: 27,000	
☐ I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/			



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CITY PARKING FACILITIES REQUEST			
GENERAL PARKING (Where will you be directing event attendees to park cars?)			
HOW MANY PARKING SPACES DOES THE EVENT NEED?		AT HIGHEST POINT? 1,000	
☐ MAIN STREET	☐ CHINA BRIDGE	☐ FLAGPOLE LOT	☐ BREW PUB LOT
☐ SANDRIDGE PARKING LOTS	☐ PARK AVENUE	☐ CITY PARK	☐ MAWHINNEY LOT
☒ QUINNS LOT	☒ RICHARDSON FLATS	OTHER: School District	
WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:		☒ YES	☐ NO
ADA PARKING AVAILABLE?:		☒ YES	☐ NO
THE EVENT WILL REQUIRE PARKING REMOVAL?:		☒ YES	☐ NO
The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department			
NAME OF AREA OR STREETS:		BETWEEN:	
TIME - START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME - START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME - START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME - START / END:		REASON (what/who):	
TRANSPORTATION			
WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?			
☒ BUS	☒ BIKE	☒ WALK	
☒ THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE. THE APPLICANT HAS PROVIDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.			
NAME OF TRANSPORTATION PROVIDER / COMPANY: LeBUS			
PHONE:		EMAIL:	
☒ THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT. WE HAVE PROVIDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.			
☒ WE ARE PROVIDING WALKING AS AN OPTION TO ATTEND THE EVENT. WE HAVE PROVIDED WALKING PATH IDEAS ON THE SITE MAP WITH THIS APPLICATION.			
ADDITIONAL TRANSPORTATION INFORMATION:			
PUBLIC FACILITY USE			
CHECK ALL THAT APPLY: ☒	☒ MINERS HOSPITAL AT CITY PARK	☒ PARK CITY LIBRARY MEETING ROOMS	☒ JIM SANTY AUDITORIUM
	☐ SOUTH CITY PARK	☒ CITY PARK COVERED BBQ AREA	☒ CITY PARK GAZEBO / STAND
	☒ CITY PARK SOFTBALLFIELD	☐ CITY PARK RUGBY FIELD	☐ SKATE PARK AT CITY PARK
	☒ QUINN'S SPORTEX FIELDS	☐ ROTARY PARK	☐ SCHOOL DISTRICT FIELDS
	☒ DIRT JUMP PARK	☐ PARK CITY ICE ARENA	OTHER:



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TEMPORARY STRUCTURES & FLAMMABLE MATERIALS

☒ I UNDERSTAND ALL TEMPORARY STRUCTURES AND FLAMMABLE MATERIALS MUST BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT. SUCH INSPECTIONS WILL REQUIRE A FIRE/BUILDING PERMIT TO BE SUBMITTED 10 DAYS BEFORE THE EVENT, AS WELL AS AN INSPECTION THE DAY OF THE EVENT.

☐	TEMPORARY BLEACHERS	☐	INFLATABLES	☒	CANOPIES	☐	TEMPORARY BADGES	☒	TEMPORARY LIGHTING				
☒	TENTS 10X10 OR UNDER		HOW MANY: <u>up to 10</u>										
☒	TRAILER		HOW MANY: <u>up to 10</u>										
☐	STRUCTURES OVER 6 FEET TALL		PURPOSE:					HOW MANY:					
DOES EVENT HAVE ELECTRICAL NEEDS?:			☒	YES	NO	DOES EVENT REQUIRE USE OF GENERATORS			☒	YES	NO		
WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?:										☐	YES	☒	NO
WILL THE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS OR GASSES?:										☒	YES	☐	NO
NAME SUCH MATERIALS:													

WASTE MANAGEMENT AND RECYCLING

☒	THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.												
☒	THE EVENT WILL PROVIDE ITS OWN DUMPSTERS, WHICH IS INDICATED ON THE SITE MAP.												
☒	THE EVENT WILL USE THE CITY'S GARBAGE CANS AND WASTE MANAGEMENT, REQUIRING ADDITIONAL FEES.												
☐	THE EVENT WILL USE THE CITY'S DUMPSTERS, REQUIRING ADDITIONAL FEES.												
☒	THE EVENT WILL HIRE A COMPANY AND PROVIDE RECYCLING SERVICES FOR THE FOLLOWING MATERIALS:												
☒	PLASTIC	☐	PAPER	☒	ALUMINUM	☒	GLASS	☐	CARDBOARD	☐	COMPOST	☐	OTHER
☒	THE EVENT WILL UTILIZE CITY RESTROOM FACILITIES (List areas of city restroom facilities below:												
☒	THE EVENT WILL BRING ITS OWN RESTROOMS AND SANITARY STATIONS. (May be required by Summit County Health Department or Park City Building Department)												
WILL ANIMALS BE AT THE EVENT?:			YES	☒	NO	IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS							
TYPES OF ANIMALS:													
☐	I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN												
WILL DOGS BE ALLOWED AT THE EVENT?:			YES	☒	NO	LEASHED			UNLEASHED				
☒	WASTE MANAGEMENT PLAN HAS BEEN DESCRIBED IN THE CONTINGENCY PLAN ATTACHED TO THIS APPLICATION.												

FOOD & MERCHANDISE SALES

☒	I UNDERSTAND THAT ALL VENDORS MUST OBTAIN A PARK CITY BUSINESS LICENSE. ALL VENDORS SERVING FOOD OR DRINKS MAY BE REQUIRED TO OBTAIN A FOOD SERVICE OR FOOD HANDLERS PERMIT FROM SUMMIT COUNTY.												
WILL THERE BE SALE OF MERCHANDISE?:										☒	YES	NO	
WILL THERE BE COMPLIMENTARY FOOD?:										☐	YES	☒	NO
WILL THERE BE SALE OF FOOD?:										☒	YES	NO	
WILL THERE BE ALCOHOL FOR SALE?:										☐	YES	☒	NO
☐	BEER			☐	WINE			☐	LIQUOR				
☒	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.												



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☒	I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL (UDABC) MAY REQUIRE OTHER PERMITS.		
WILL FOOD ITEMS BE PRE-PACKAGED?: YES ☒ NO ☒			
WILL FOOD ITEMS BE COOKED ON SITE?: YES ☒ NO ☐			
☒	I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.		
WILL FOOD ITEMS BE PREPARED OFFSITE?: YES ☒ NO ☐			
DESCRIBE ITEMS:			
TEMPORARY SIGNS			
WILL THERE BE TEMPORARY SIGNS AT THE EVENT?: YES ☒ NO ☐			
☒	I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.		
SAFETY - SECURITY			
☒	THE EMERGENCY AND SECURITY PLAN HAS BEEN ATTACHED IN THE OPERATIONS PLAN, INCLUDING CROWD CONTROL, ACCESS, FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS.		
☒	THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.		
☐	THE EVENT WILL NOT REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.		
COMMUNICATION NEEDS			
WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?: YES ☒ NO ☐			
☒	INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.		
MARKETING OF EVENT			
PROPER MARKING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE: www.visitparkcity.com			
☒	I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.		
☐	I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.		
WHO IS THE TARGET MARKET FOR THIS EVENT?: multi generational music lovers			
WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)			
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☐ INTERNATIONAL
WILL THIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)		YES ☐ NO ☒	
☐ LOCAL	☐ REGIONAL	☐ NATIONAL	☐ INTERNATIONAL
PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER AND MAGAZINES:			
MEDIA (RADIO/TV): KPCW, KUER, & TBA			
NEWSPAPER: Park Record, Salt Lake, Utah Co. Herald			
MAGAZINES: Big Life, Mtn Express, TBA.			
OTHER:			
PLEASE SELECT RANGE OF MARKETING BUDGET:			
☐ \$100 OR UNDER	☐ \$100 - \$500	☐ \$500 - \$1,000	☒ \$1,000 - \$2,500
☐ ABOVE \$2,500			



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

APPLICANT AGREEMENT & SIGNATURE

I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein, including supporting documentation is complete and accurate.

Name (Printed):	MAURICE HICKEY	
Signature:	Maurice Hickey	Date: 6/30/18



PARK CITY MUNICIPAL CORPORATION
Special Event Hold Harmless and Indemnification Agreement

This Hold Harmless and Indemnification Agreement must be completed and returned to the Special Event Manager ten (10) working days prior to the event or the event will be cancelled.

PLEASE PRINT

MAURICE HICKEY
Name of Applicant

BIG STARS BRIGHT NIGHTS
Name of Special Event

7/31 7/13 7/23 8/5 8/10 8/11 8/12 8/24 9/2
Date(s) of Event

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to Park City Municipal Corporation that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid legal agreement and binding on such party and enforceable in accordance with its terms.

The person signing this Agreement represents and warrants to Park City Municipal Corporation that it has insurance coverage in place that covers the scope of activities associated with this event. This person further represents and warrants that the insurance coverage limits meet or exceed the coverage required to obtain this permit.

For and in consideration of Park City Municipal Corporation (PCMC) issuing a permit permitting the use of City streets and/or City owned/public property for the conducting of an event to be held as reported above, the undersigned hereby agrees to defend, hold harmless, and indemnify PCMC, its officers, agents, servants, employees, and their successors, from and against all claims, loss, or demands for damages, including claims for loss of life, personal injury or wrongful death and/or damage to property arising out of the conduct of said Special Event as defined by Title 4 of the Park City Municipal Code, and further agrees that Applicant is indemnifying and holding harmless PCMC irrespective of whether the scope or limits of Applicant's insurance policies adequately cover any of the aforementioned claims or demands.

MAURICE HICKEY
Name of Applicant

Maurice Hickey
Signature

MAURICE HICKEY
Name Printed

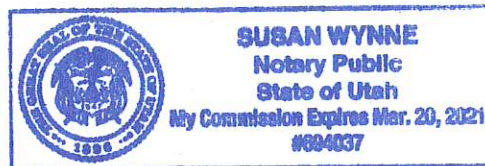
MANAGING DIRECTOR
Title

6/30/18
12448 IRON HORSE DR.
435 729 0233
Applicant Address and Phone Number

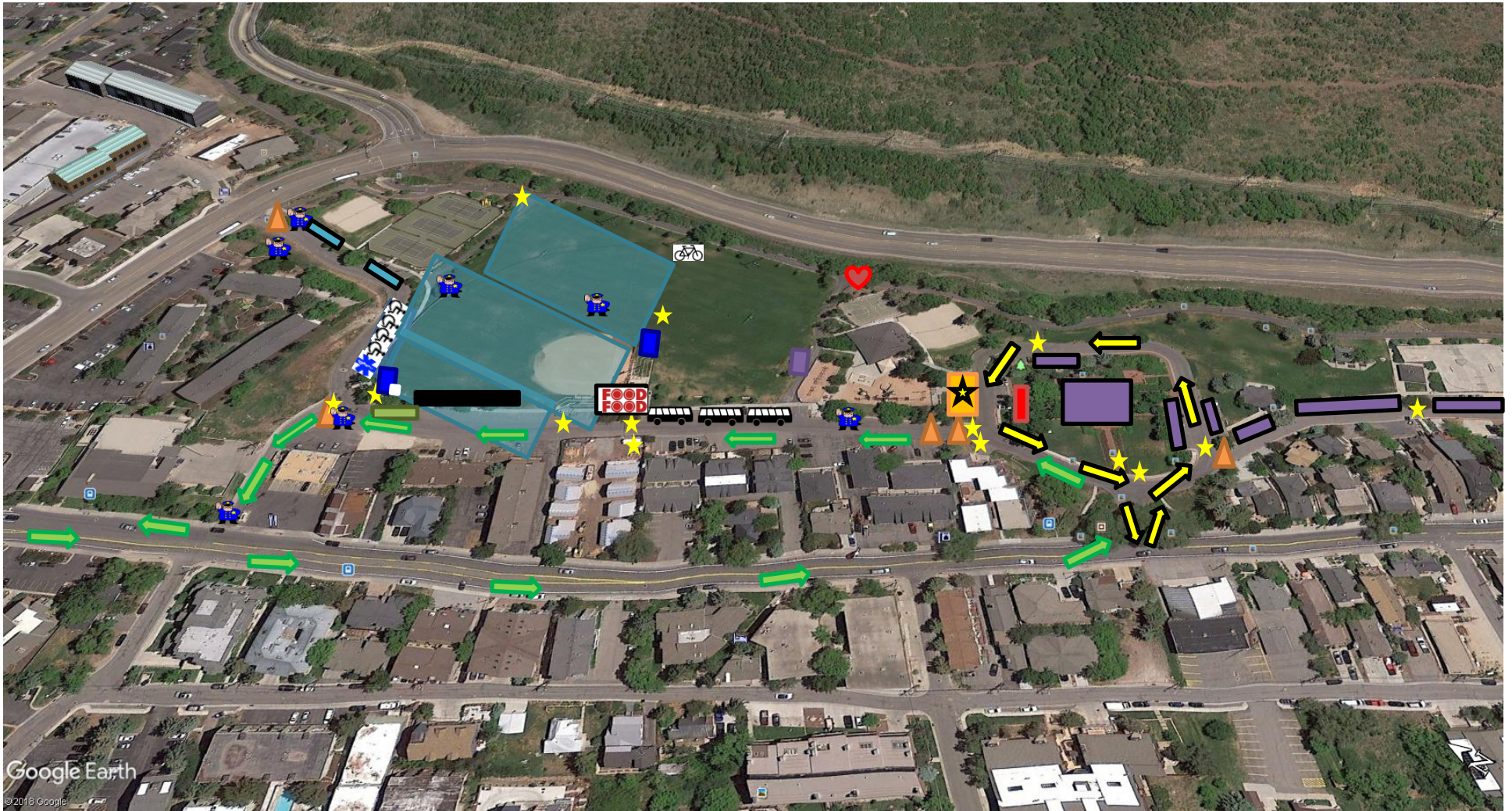
STATE OF UTAH)
)ss.
COUNTY OF SUMMIT)

On this 30 day of June, 2018, before me, the undersigned notary, personally appeared Maurice Hickey, personally known to me/proved to me through identification documents allowed by law, to be the person whose name is signed on the preceding or attached document, and acknowledged that he/she signed it voluntarily for its stated purpose as Managing Director for Park City Performing Arts Foundation

Susan Wynne
Notary Public



SITE MAP – NORTH CITY PARK-



- | | | | | | |
|---|--|---|--|---|-------------------|
|  | Le Bus Staging, Route & Drop Off |  | Concert Venue |  | No Parking |
|  | Taxi/Drop Off |  | Big Stars Bright Nights Staff Parking |  | Emergency Command |
|  | Police Officers (Police locations are not exact) |  | Big Stars Bright Nights VIP Check-in and VIP Parking |  | AED |
|  | Big Stars Bright Nights Volunteers |  | Concert Stage | | |
|  | Bike Valet |  | Talent Greenroom | | |
|  | ADA Parking |  | Will Call Big Stars Bright Nights | | |
|  | Road Closures |  | Food Court | | |

Background

The Big Stars Bright Nights Concert Series is entering its 15th year. The event is organized by the Park City Performing Arts Foundation (dba Park City Institute) who is dedicated to bringing world class performances and new ideas to the community. The event helps support the community by providing innovative experiences that entertain, educate and illuminate. The Big Stars Bright Nights Concerts have ticketed seating ranging in price from \$49 to \$89 per ticket. Revenues from the concert help fund the cost of school programs and experiences for local youth. Additionally, PCI provides many opportunities to those who are underserved to be able to attend shows and other year round programs.

The Big Stars Bright Nights Concert Series had been permitted as a Level 3 Special Event for the last 14 years in Park City. Aside from localized and occasional street parking issues at Deer Valley (not unique to BSN) and improving/increasing bus service to the Transit Center for load in/out, there were no unresolved mitigation issues with the event at its prior location.

Throughout the first 3 events of the 2018 season, there have been no unresolved issues with the event at Quinn's or City Park, and operations and logistics were mitigated at each location.

On Monday, July 16, staff received a request from Park City Institute to explore the possibility of moving the remaining 6 concerts of the Big Stars Bright Nights Concert Series to City Park.

On July 19, Council gave consent to move forward with exploring this location contingent on additional community input and the public process.

Previous Staff Reports and Discussions:

May 3, 2018	Staff Report / Minutes (pg 12 & 13)
May 17, 2018	Staff Report / Minutes (pg 9 – 11)
July 19, 2018	Agenda Item (no report) / Minutes not yet approved

Event Analysis

Venue Location

PCI explored many potential locations for their event in both Park City and Summit County areas (both private and public). While the Quinn's Junction location has been successful with regards to operations and logistics and impacts at the venue have been mitigated, Park City Institute requests to move the Big Stars Bright Nights Concert Series to City Park based on community support and feedback from the July 13th concert. Staff recommends allowing the remaining 6 concerts to be held at City Park after receiving public input and based on the following:

- While working with the applicant, staff found that both the Quinn's Sports Complex and Quinns' Junction could work and each had a list of pros and cons with regards to existing infrastructure (parking, proximity to highway and potential supplemental parking areas, transit), and ability to mitigate impacts to residential neighborhoods and businesses.
- After working through operations and logistics, staff has been able to continually reduce City Services required at each event at each location. Transit and Public Safety costs have been able to be reduced because of mitigated impacts and based on a 48 hour review of anticipated attendance with Park City Institute.
- A significant pro of the City Park venue is that it is in a central location within Park City allowing ease of access to the venue from the City's existing transit line and allowing patrons to bus, bike and walk easily to the venue. Having the venue on the City's existing transit line also allows the City to significantly reduce the LeBus transit requirement to 2 buses.
 - While the pros is that the venue is centrally located on the transit line and helps to reduce costs to Park City Institute, the accessibility to the venue due to bus, bike, walk also adds to the community feeling of the event and creates a more natural gathering space for community members than the Quinn's location.
- Another significant pro to the City Park venue is that it is centrally located and allows easier access for operations and logistics for staff including Police, Special Events, Transit, and Public Works.
- Moving the event to City Park reduces some of the concerns at Quinns Junction regarding closing access to the Hospital.
- After going through a concert at the Park on July 13th, Public Safety costs have been reduced to half the anticipated amount as compared to the July 13th concert. This is largely due to Park City Institute's hired private security and volunteers controlling the venue instead of City staff and also working through and now better understanding operations and logistics of the event itself.

Public Outreach

At the July 19 Council meeting, Council gave consent to move forward with exploring the location of City Park after receiving more public input. Staff worked to get to action quickly on public outreach and came up with a robust plan that included direct contacts for Council, Special Events Staff and Park City Institute. While staff understands public

comments have been received by Council both in support and opposing the venue change, staff believes the support of the venue change outweighs the opposition. Staff is specifically balancing both the public outreach, council's policy direction regarding reducing overall event impacts and the community nature of this event. A summary of outreach conducted includes the following topics:

- Door to Door Residential Outreach – included Sullivan Road, Park Avenue (between 9th and 15th Streets, Woodside, Empire, Lowell and Norfolk. A team of City Staff and Councilwoman Becca Gerber helped to complete the notification on Monday, July 23rd. This included walking door to door and knocking on doors. While most residents were not home, there was an overwhelming response of positive support for the event during this outreach. Staff is not aware of any staff members who received concern regarding the approval of the event during the outreach. That being said, many residents were not home, and staff is aware that some residents have subsequently sent emails to Council regarding their concerns or support of the venue request. The Special Event Manager has also submitted any emails received to Council.
- Neighborhood meetings held on Wednesday, July 25 –
 - The morning meeting was attended by two Park City residents including Cheryl that lived on Woodside who was in favor of the venue change and also disclosed she was a regular volunteer of the Park City Institute and praised the City for their event mitigation efforts. She said that she enjoys the concerts and music from her deck that she doesn't attend and thinks that the venue change is what allows Park City to continue to be unique and vibrant. Another resident from Thaynes Canyon Paula Hurd voiced her concerns about the venue including that this is another event adding to the pollution of Park City including transportation and noise. She was concerned about the venue and disclosed that after being a resident in Park City for 42 years and working for PCI previously, she did not recommend moving the venue to City Park. Paula also said that folks who were not supportive of moving the venue aren't open to providing feedback from her perspective.
 - The evening meeting was attended by 5 Park City residents including Wally and Lorraine, Peg Moss, Ed Parisian and Rob Slettom. Wally, Lorraine, Ed and Rob were in support of the event and disclosed that they attend Park City Institute concerts and that they create such a vibrant and community feeling. Pam is a new resident at the Retreat (1450/1460) and said she had questions and initial concerns about the concert series. After talking through some of her concerns including mitigation for people walking down the pathway though the residents, in the end of the meeting, she said she would support the change as long as concerns were mitigated. Staff reiterated that both they and Institute staff would follow up with Pam at a subsequent meeting and ensure they understood any additional concerns or questions were followed up with.

At the end of the meetings, staff reiterated that they were appreciative of the time and comments of all community members, and it was there comments and time that allows staff to make the best possible solutions. Staff encouraged the

community members to continue to stay involved in all City discussions including this one and invited them to attend the July 27th Council meeting.

- Staff has worked to reach out to many community groups/organizations and partners) such as Park City Mountain, Deer Valley and Park City School District, HPCA, Restaurant Association, the Chamber and various property owners on Main Street including Mike Sweeney, Rhonda Sedaris, Wendy Carney GM Marriott Summit Watch. While the groups and organizations have been generally supportive of the Big Stars Bright Nights Concert Series, some were concerned about adding additional event impacts into town during times when town is already busy. Other partners were in support of the venue change and willing to help further mitigate impacts and are willing to discuss operations and logistics. Staff has not heard back in detail from all of these community partners and contacts and needs time to talk through specific operational logistics in coordination with resort property owners.
- Event Applicant Outreach - Staff worked to reach out to other events occurring during the same times and days as the Big Stars Bright Nights Concert Series.
 - The Utah Symphony held at the same dates on August 10 and 11 as Big Stars Bright Nights with support from Deer Valley thanked the City for offsetting starting and ends times of the BSN event to help with transportation coordination of their event.
 - Staff does not recommend moving times of the BSN event later on nights when Deer Valley concerts are on the same night as Big Stars Bright Nights.
 - After a meeting with Kimball Art Center, they submitted an email to City Council addressing their concern of conflict regarding artist sales and attendance as well as transportation and parking coordination with Big Stars and suggested requiring Big Stars Bright Nights to be moved to 7:00 p.m.
 - While staff understands their concerns, staff does not find that there is a conflict with the start time of the event for the concerns that Kimball addressed or for event operations and logistics and decreased attendance to their event. However, staff is supportive of allowing Park City Institute to move their concert to 7:00 p.m. on this night as there is not a conflicting Deer Valley concert.
 - As a representative of Tour of Utah, staff talked to Bob Kollar of the Park City Chamber who did not see a conflict with the venue change. The Tour of Utah will come through Park City for the Saturday stage during the event operations and load in but staff has made findings that these events do not conflict.
 - Staff has had minimal time to talk with other events such as the Park City Baseball Tournament but based on conversations with other City Departments, believes other conflicts can be mitigated.
 - Staff has a meeting scheduled with Miner's Day on Friday morning and will discuss any operational details or further coordination and concerns of the event and report out to Council at the Friday morning meeting.

Exhibit B – Big Stars Bright Nights Background and Analysis

- Staff and Park City Institute are very thankful of the Park Silly Sunday Market who has continued to support the Big Stars Bright Nights concert series throughout the season. Park Silly Sunday Market and PCI continue to coordinate for any logistic or operational needs for the September 2 concert and do not find any conflict.
- Department Recommendations – staff worked with City Departments from Transportation Planning, Public Safety, Transit, Parking Services, Parks, Recreation, and Streets to discuss any concerns of venue changes. These departments agree that operationally, City Park has easier access and operations due to its central location and will help to reduce costs in City Services as well as to the Park City Institute.
 - While the Parks Department has agreed that they can support the City Park venue, they want to be sure that for any additional operations, Park City Institute will be required to place plywood down before the stage can be brought onto the field. Additionally, they have asked to ensure that trash and recycling are properly cleaned up, as at the first Quinn's concert the field was very clean when returned, but at the City Park concert debris was left afterwards.
 - Public Safety included a detailed analysis of the venue locations which staff can report out on however in summary, Public Safety agrees that the City Park location is a more central location and easier for operations.

Event Dates

Staff is supportive of approving five of the proposed dates, conditioned on a staff approved operational and logistical plan, and currently finds no conflicts with existing events on the following days:

1. Sunday, August 5 – Park City Arts Festival
2. Thursday, August 16 – Park City Baseball Tournament – staff is working to move Park City Baseball Tournament games back to Quinns Junction.
3. Friday, August 24 – No other events, watch coordination with School District (first week back to school and PCHS Football Game. Staff and PCI has worked with School District and we are all aware of increased coordination needed for transportation this evening and working to mitigate any concerns.
4. Sunday, September 2 – Park Silly Sunday Market and Miners Day Set Up – We do not believe that these events conflict and are working through operations and logistics with each of the events.

Additionally, staff is supportive of approving the following two dates, conditioned upon the times of the event being held to 6:00 to 9:00 p.m., and a staff approved operation and logistical plan.

1. August 10 – Deer Valley Music Festival, PCMR Resort Village Concert, (and a Parks Rental for the City Staff Summer Party)
2. August 11 – Deer Valley Music Festival, Tiny Tri, Park City Trail Series, & Saturday Stage of Tour of Utah, PCMR Resort Village Concert

Impact Mitigation/Details

Exhibit B – Big Stars Bright Nights Background and Analysis

- Parking is being coordinated. Staff is working to ensure that parking is available for existing uses such as Volleyball, Basketball, Trail Users and access for residents and businesses in the area. Accessibility to public spaces including trails, residential areas and surrounding businesses must be maintained.
- At all times, emergency access on roadways, and at the venue must be maintained.
- Maximum crowd size for the five recommended dates will be capped at 2,500 people – this includes staff, volunteers, and attendees.
- While obviously the concert approvals would involve a limited noise exception under applicable Municipal Code sections, noise and lighting for the event will be regulated and mitigated. All music must end no later than 10:00 p.m. Staff is coordinating set up and break down which may affect lighting and noise regulations.
- Any approval for the event venue is a one year agreement and cannot be extended without subsequent approval by City Council.
- It is very likely, that while staff will ensure the event has been significantly mitigated, after each concert we may learn. For this event, due to the new use at the location and in coordination with other existing events, staff and Park City Institute will have to continue to plan, learn and adapt.
- At the time this report was due, staff is willing to consider changing the times of the concerts to 7:00 to 10:00 with the exception of the concerts that are held on the same night as Deer Valley Music Festival (8/10 and 8/11) due to transportation and operational needs of the events.
- Staff needs additional time with Park City Institute, other event organizers and community partners to come up with an operations plan for each event date. Staff is confident that a plan can be worked out.
 - North City Park is available for each of the concert dates proposed.
 - Other City Facilities and venues such as South City Park, Miners Hospital, Library and Rec Center may or may not be available on each of the dates. Each operational plan for the dates for the use of these facilities will be slightly different from one concert to the next, but staff is confident that each plan will be successful.
 - Private properties such as the School District and Park City Mountain may or may not be available on the requested concert dates. Both Park City Mountain and Park City School District have agreed to be partners in the use of their facilities for the requested change of venue for transportation and parking needs. Each operational plan for the dates for use of private facilities will be slightly different from one concert to the next, but staff is confident that each plan will be successful.

Fee Reduction Request

The Special Events Department has made a preliminary City Service Fee Reduction estimate of \$60,000 for services at the event (estimated with 9 concert dates).

- As staff works to coordinate and mitigate the impacts of the event, there may be additional fees incurred.

Exhibit B – Big Stars Bright Nights Background and Analysis

- While this is an estimate of City Service Fees required for the event, it is important to note, that the request is 30% of the Special Event Fee Reduction Annual Threshold. It is likely that such a request will effect on other events that may be applying for Fee Reduction that meet the criteria of the application. This item is anticipated to come to Council in a subsequent meeting in August.
- Any Fee Reduction/Waiver is subject to the Special event Fee Reduction Policy and process, including a recommendation and approval/denial by the City Council. The applicant is proceeding at their own risk.

SPECIAL EVENT PERMIT DRAFT

Type of License: Level 1 Level 2 X Level 3
 Event Name: Big Stars Bright Nights Concert Series
 Event Date(s): 7/3, 7/13, 7/23, 8/5, 8/10, 8/11, 8/16, 8/24 and 9/2, 2018
 Event Time(s): Set up to begin at 6 a.m.
 Event to be held 6:00 to 9:00 p.m. as indicated below
 Breakdown complete by midnight
 Event Location: Quinn's Junction Fields on 7/3, 7/23, ~~8/5, 8/10, 8/11, 8/16, 8/24 and 9/2, 2018~~
 City Park on 7/13, ~~8/5, 8/10, 8/11, 8/16, 8/24 and 9/2, 2018/2018~~
 Licensee: ~~Park City Institute~~ Park City Performing Arts Foundation (dba Park City Institute)
 Contact Person: Teri Orr torr@parkcity.institute
 Approved By: Special Events Coordinator X City Council of Park City
 Approval Date: ~~Thursday, May 17~~ Friday, July 27, 2018

The City Council has designated authority to the Special Events Manager to approve the Level Three Special Event Permit for Big Stars Bright Nights Concerts to be held at Quinn's Junction Sports Complex on July 3, 23, ~~August 5, 10, 11, 16, 24 and September 2~~ at and at City Park on July 13, ~~August 5, 10, 11, 16, 24 and September 2~~ from 6:00 to 9:00 p.m., with set up to begin at 6 a.m. and breakdown to be complete by 12:00 a.m. unless otherwise coordinated and approved in writing by the Special Events Manager after coordination with the Parks, Transportation and Police Department. This Level Three Special Event permit has been issued under the authority described within the Park City Municipal Code Section 4A based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

- Big Stars Bright Nights Concert Series has been determined as a Level Three Special Event based on section 4A-1-1.6.1.2. The event is to be held at Quinn's Junction Sports Complex on July 3, 23, ~~August 5, 10, 11, 16, 24 and September 2~~ and at City Park on July 13, ~~August 5, 10, 11, 16, 24 and September 2~~ from 6:00 to 9:00 p.m., with set up to begin at 6 a.m. and breakdown to be complete by 12:00 a.m. ~~with the exception that on July 2, 2018, Big Stars Bright Nights can begin set up on Field C of the Quinn's Junction Sports Complex from 6:00 a.m. to midnight.~~ The Site Map and Use Area, Operations Plan, Transportation and Parking Plans, Insurance and Hold Harmless Waiver as required of this permit are shall be attached to this permit as an exhibit to this permit.
- Big Stars Bright Nights Concert Series provides economic, cultural and community value and aligns with the goals as outlined in the Park City General Plan. The event provides diversity and uniqueness to the Park City Event Calendar, is not primarily retail in nature, Does not unreasonably restrict existing public access or adversely impact shared space or the public due to the number of events, the nature of the event, proposed location and provides ancillary economic benefit to the City through tax benefits, resort visitation, and marketing value as compared to community impacts and costs of services.
- The conduct of Big Stars Bright Nights will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its venue.
- The events associated with Big Stars Bright Nights will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
- The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
- There are other Event Permits that have been granted in Park City Limits for on the dates and times as indicated in this permit. However, due to the geographic separation, proposed time and duration, attendance and transportation plans of the events, the Big Stars Bright Nights event will not interfere

with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions.

7. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
8. The permittee is required to obtain approval from any other public agencies including the Park City Fire District, within whose jurisdiction the event or a portion thereof will occur.
9. Teri Orr of Park City Institute, has been working with City Staff and applicable departments to address all event concerns. The Permittee demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a Special Event permit, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4A-2-1.

Conditions of Approval:

1. The permittee, is required to provide supplemental documents including a Transportation and traffic control plan, Contingency plans, Site Identification and Private Property Use Permission, detailed map showing specifics of event operations as described in section 4A-2-11. Such documents shall be reviewed and approved with conditions administratively by the Special Events Manager in coordination with from the Chief of Police, Transportation Manager, Chief Building Official and Economic Development Manager.
2. The permittee is required to provide a sufficient number of traffic controllers, signs and other equipment as required by City, not limited to barriers, fencing, traffic devices, monitors for crowd control and safety, and such measures as directed by City, County or State Staff in order to ensure that any safety, health, or sanitation equipment, services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety and the environment, adequate offsite parking and traffic circulation in the vicinity of the event and other services or facilities as necessary to ensure compliance with City ordinances in a plan approved by the Transportation Director, Chief of Police and Chief Building Official in accordance with the Transportation Demand Management Plan, Park City Risk Assessment and International Building and Fire Code.
3. The permittee is required to submit a waste and recycling plan which will be reviewed and approved in accordance with the PCMC Event Sustainability Standards. During the event, smoking is not allowed on the fields of the concert and must be in a designated area. Any waste or recycling must be removed no later than 7:00 a.m. the morning following the concert including items left in garbage cans, recycle bins, on fields, sidewalks or parking lots. While the permittee is required to ensure all waste and recycling is removed, the permittee must remove any glass, including that which may be broken, by 7 a.m. the following day.
4. In accordance with the Transportation Demand Management Plan, the permittee is required to distinguish a transportation and parking plan, including obtaining private property permission or executing lease agreements for such public property use, that utilizes available public parking and can accommodate the anticipated attendance numbers. Parking for ~~the anticipated crowd of 2,500 people shall be accommodated within existing areas at Quinn's Junction or City Park shall be identified, managed and secured~~ for ADA, VIP, Staff and Volunteers, and Drop and Go/Taxi Lot, as well as Transit Services provided and managed by the permittee. Offsite parking areas for spectators are required with Transit Service secured by the permittee at the Park City School District ~~and Richardson Flat Parking Lot~~ and/or Resort properties and the permittee must provide such proof of permission to the City. Such plans shall be reviewed and approved by the Chief of Police and Transportation Planning Manager. At no time shall the event cause roadway delays, or closures. Access to area businesses, public facilities residential homes must be maintained at all times.
5. As according to section 6-3-11 of the Municipal Code, the permittee is required to receive relief from noise restrictions in chapter 6 of the municipal code on basis of undue hardship may be made with Chief of Police including that the noise from sound or set up shall be kept to no more than 90 decibels from 12:00 p.m. (noon) to 10:00 p.m. on the dates as indicated above in this permit. Any sound outside of these timeframes as listed above shall be kept to no more than 65 decibels between the hours of 8:00 a.m. and 10:00 p.m. as pertains to section 6.3 of the Municipal Code. The permittee shall work to

orient noise activities to minimize sound impacts to the neighboring residents, businesses and public facilities. If a grievance is received by Park City municipal staff, staff will take a noise metering as pertains to the municipal code, and rather a violation is evident, if asked by the Park City Special Events or Police Department, shall turn noise down to mitigate concerns of noise from surrounding residents, businesses or public facilities. The permittee shall work with City Staff to orient noise activities so as to minimize sound impacts to the neighborhoods and shall implement the following:

(A) The program manager, or his/her designee, shall provide on-site management for each aspect of the event.

(B) The program manager shall be responsible to ensure that the sound system maintains level adjustments not to exceed provisions of the Park City Noise Waiver for the outdoor events.

6. The permittee, is required to provide waiver and release of damages and indemnification insurance coverage in an amount as required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as additional insured. The permittee shall further indemnify the City from liability occurring at the event except for any claim arising out of the sole negligence or intentional torts of the City or its employees as described in section 4A-2-10 and 4A-2-4.F.
7. The Park City Special Events, Trails, Police, Fire, Building Official/Fire Marshal and Emergency Management Departments have the right to cancel the event upon any condition, violation or weather that jeopardizes the life, safety or property of the residents or visitors of Park City.
8. The permittee shall submit all plans for tents, stages and other temporary structures shall be submitted to the Building Department for review and permitting by June 29, 2018.
9. ~~As according to the Trails Policy, the permittee is responsible for posting information about the event at the Trail Head's at Quinn's Junction no later than 7 days before the event. Additionally, t~~ The permittee is responsible for sending event impact information in a form to be approved by the Special Events Manager to surrounding businesses and residents no later than 5 days before the event.
10. The permittee has submitted a Fee Reduction request for 100% of City Services. The permittee will be responsible for paying for City Services that are not approved for reduction within 30 days of receiving an invoice from Park City.
11. The permittee use of barricade and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
12. The permittee is responsible for securing all City, County and State permit approvals required for this event shall be secured by ~~July 2~~ no later than three days before each concert date, 2018 and submitted to Park City Municipal.
13. The approval identification provided with the approval of this permit must be in possession of the permittee at all times while on location and must be made available for inspection when requested by City authorities or the public. The permittee is responsible for providing a schedule of events, and access to any site for purposes of Code Enforcement or Public Safety as outlined by Park City Municipal Code 4A-2-6.

PASSED AND APPROVED this ~~ThursdayFriday~~, the ~~27th Day of Julye 17th Day of May~~, 2018.

PARK CITY MUNICIPAL CORPORATION

City Manager, Diane Foster

Attest:

, City Recorder

Approved as to form

Mark D. Harrington, City Attorney