



## AMP Leadership Gathering

### FREQUENTLY ASKED QUESTIONS

June 9–11, 2025

Salt Lake City, UT

City Thread is pleased to welcome leaders from participating Accelerated Mobility Playbook (AMP) cities to Salt Lake City for a three-day workshop, June 9–11. Together, city officials and community partners will participate in small-group workshops designed to explore the tools needed to implement specific components of your AMP action plan.

Additionally, leaders will participate in peer learning sessions with their counterparts from other cities to discuss best practices being used throughout the U.S. Workshops will be led by City Thread staff, municipal leaders and community partners from Salt Lake City, and other special guests.

### When will the Leadership Gathering take place?

The AMP Leadership Gathering will occur June 9–11, bookended by travel to Salt Lake City International Airport (SLC). Participants should note the following dates related to their attendance:

- June 9 (Monday): **Arrive in Salt Lake City before 4pm MT**, Event Begins at 5pm MT
- June 10 (Tuesday): Event Participation 9am MT – 7pm MT
- June 11 (Wednesday): Event concludes at 12pm MT; **Depart after 2:30pm MT**

A draft agenda has been provided to supply additional detail on the schedule of events.

### Where will we stay?

During the Leadership Gathering, all participants will be staying at the **Kimpton Hotel Monaco Salt Lake City** (15 W 200 S, Salt Lake City, UT 84101). Pre-paid reservations are confirmed in the name of each participant, checking in on Monday, June 9, and checking out on Wednesday, June 11. You will be required to place a credit card on file with the hotel to cover any incidentals, but won't be charged for the room itself.

Daily breakfast, complimentary Wi-Fi, and access to free hotel amenities will be included as part of your stay. Hotel incidentals (such as telephone, laundry, or mini-bar items) are your personal financial responsibility.

### **What expenses are covered?**

As part of your participation in the AMP program, all costs associated with the event, June 9–11, are fully covered. Airfare, hotel accommodations, ground transportation, meals, event registration, and all workshop supplies are included in your city's grant award.

One week prior to the event, you will receive reimbursement instructions from City Thread for travel expenses (ground transportation, parking, meals, etc.) incurred while traveling to and from Salt Lake City.

### **How do I make airline arrangements?**

City Thread requests that you make your own airline arrangements using your preferred carrier and itinerary (roundtrip, basic economy fare). You should plan to arrive in Salt Lake City International Airport (SLC) no later than 4pm MT on Monday, June 9. And your planned departure should occur after 2:30pm MT on Wednesday, June 11.

To receive reimbursement, each attendee will be required to submit a copy of their receipts along with a completed *Airfare Reimbursement Form*. Upon submission, City Thread will process the reimbursement within 14 days. Reimbursement may be sought immediately once a purchase has been made – there is no reason to wait until after the event to seek reimbursement.

If you are unable to make your own airline arrangements for any reason, please email Kyle Wagenschutz ([kyle@citythread.org](mailto:kyle@citythread.org)) and City Thread can assist in securing airfare on your behalf.

### **Can I extend my trip with personal travel?**

Yes! City Thread encourages you to explore Salt Lake City before or after the event. However, City Thread will only cover expenses associated with the Leadership Gathering itself. Any additional travel will occur at your own personal expense.

### **Can my spouse/significant other join me?**

Our group size is strictly limited to travel efficiently and maintain fairness to all participants. The program will be very full, intensely focused, and will leave little time to interact with those outside of invited guests.

Beginning at 4pm MT on June 9 and concluding at 12pm MT on June 11, we ask that only invited participants attend official events associated with the Leadership Gathering. This includes all group workshops, meals, and activities.

### **What will the weather be like?**

Visiting Salt Lake City in June means enjoying warm, early-summer weather with plenty of sunshine. Daytime temperatures typically range from the mid-70s to mid-80s °F, while nighttime lows are usually in the mid-50s to low 60s °F. June is one of the drier months in Salt Lake City, so rain is relatively uncommon, though an occasional afternoon thunderstorm can roll through. The city's elevation—around 4,200 feet—can make the sun feel more intense, so it's a good idea to pack sunscreen and stay hydrated while exploring the area.

Our agenda will take the group outside at times. Sunglasses, sunscreen, and a lightweight hat are appropriate. Bring a jacket, gloves, and warm lightweight layers to manage the mix of mild to chilly weather with the possibility of rain.

### **What should I wear?**

Comfort trumps formality. No special clothing is needed, but please bring clothes that are comfortable for both sitting inside and walking outside. Carrying a long sleeve shirt or light jacket in your backpack may be appropriate for early morning and evening times. Dressing in layers is always encouraged as the temperatures can shift over the course of a single day.

### **What will we be eating?**

Breakfast will be provided daily at your hotel. Lunch and dinner will be a mix of restaurants and catered events. Our restaurant choices aim for a variety of styles throughout your stay. Some restaurants may require pre-ordering and fixed menus for large groups. The dietary preferences or restrictions indicated in your registration will be honored. In addition to scheduled meals, the event will offer abundant coffee, tea, and snack breaks. Please feel free to bring your favorite snacks if you like to munch in between meals.