



CITY OF NORTH SALT LAKE

TRAILS & ACTIVE TRANSPORTATION COMMITTEE MEETING NOTICE & AGENDA

**April 8, 2025
6:00 P.M.**

Notice is given that the City of North Salt Lake's Trails & Active Transportation Committee will hold a meeting on **April 8, 2025 at 6:00 p.m.** The meeting will be held in the Council Conference Room on the 2nd Floor of City Hall, 10 East Center Street, North Salt Lake, Utah. Some members may participate electronically.

The following items of business will be discussed; the order of business may be changed as time permits.

AGENDA ITEMS

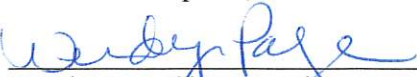
1. Welcome & Introductions
2. Public Comment
3. Approval of Minutes of March 11, 2025 Meeting
4. Action Items
5. Staff Updates
6. City Council Updates
7. Discussion Regarding Fiscal Year 2025 Committee Budget
8. Consideration of Fiscal Year 2026 Budget Request
9. Review of Upcoming Trails Events & Make Assignments
10. Discussion Regarding Committee Goals & Programs
11. Discussion of Scope of Trails Master Plan
12. Discussion on Future Agenda(s)
13. Adjourn

Trails & Active Transportation Committee meetings are open to the public. If you need special accommodation to participate in the meeting, please call (801) 335-8709 with at least 24 hours' notice.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the Trails & Active Transportation Committee meeting to be held **April 8, 2025** were posted on the Utah Public Notice Website: <https://www.utah.gov/pmnl/>, City's Website: <https://www.nslcity.org>, and at City Hall: 10 E. Center St. NSL.

Date Posted: April 3, 2025


Wendy Page, City Recorder



CITY OF NORTH SALT LAKE
TRAILS AND ACTIVE TRANSPORTATION COMMITTEE
CITY HALL 10 EAST CENTER STREET, NORTH SALT LAKE
MARCH 11, 2025

DRAFT

PRESENT: Brent Crowther, Chair
Pedro Huebner
Ryan Oakes, Vice Chair
Kyle Poulter

EXCUSED: Peter Wirthlin; Ted Knowlton, City Council

STAFF PRESENT: Jon Rueckert, Public Works Director; TJ Riley, Parks Superintendent; Ali Avery, Long Range Planner; Wendy Page, City Recorder.

1. WELCOME

Ali Avery, Long Range Planner, called the meeting to order at 6:00 p.m. She invited those present to introduce themselves.

2. CITIZEN COMMENT

There were no comments.

3. OPEN AND PUBLIC MEETINGS ACT TRAINING

Those present participated in the annual training on the Open and Public Meetings Act (OPMA) which was required training per State Code for all councils, commissions and committees that were subject to OPMA.

Wendy Page, City Recorder, reviewed the rules and regulations related to open and public meetings.

4. COMMITTEE PROCEDURES AND RULES OF ORDER

Ali Avery reviewed the Committee Rules of Order for meetings that were included in the packet materials. She explained that meetings could be rescheduled or canceled with proper notice and that agendas must align with the committee's goals. She emphasized that agenda items should be submitted at least two weeks in advance, with materials distributed five days prior. Ali outlined the Chair's responsibilities, including facilitating discussions, calling for motions, and

maintaining order. She also reminded members to follow decorum, avoid personal attacks, and ensure transparency in decision-making.

Jon Rueckert asked how formal the Committee needed to be. Ali responded that while formal procedures, such as seconding motions and voting, must be followed for record-keeping, the Committee could maintain a practical approach. She highlighted the importance of allowing public input, particularly for controversial topics.

5. SELECTION OF A CHAIR AND VICE CHAIR

Ali Avery asked if there were any volunteers or nominations for the Committee Chair and Vice Chair.

Committee Member Poulter moved to elect Brent Crowther as the Committee Chair. Committee Member Huebner seconded the motion. The motion was approved by Committee Members Crowther, Huebner, Oakes, and Poulter. Committee Member Wirthlin was excused.

Brent Crowther called for a nomination or volunteer to serve as the Vice Chair. Ryan Oakes indicated he would be willing to serve as Vice Chair to learn more.

Committee Member Oakes moved to elect himself as the Committee Vice Chair. Committee Member Poulter seconded the motion. The motion was approved by Committee Members Crowther, Huebner, Oakes, and Poulter. Committee Member Wirthlin was excused.

6. REVIEW OF PROPOSED COMMITTEE BYLAWS AND RECOMMENDATION TO CITY COUNCIL

Ali Avery reviewed the proposed Committee bylaws that were included in the packet materials. She indicated the bylaws outlined the purpose of improving trails and active transportation in the City, with five voting members, two with three-year terms and three with four-year terms, with all subsequent terms being four years.

Brent Crowther inquired about the determination of the three- and four-year terms. Ali Avery explained that the City Council made the appointments. Jon Rueckert confirmed that the terms had been randomly assigned.

Ali Avery further clarified the Committee's structure, mentioning that non-voting citizens could be invited to participate in meetings. She discussed the responsibilities of the members, including attending meetings, being on time, and notifying the Chair if unable to attend. She also highlighted the attendance policy, which allowed for three unexcused absences annually.

Ryan Oakes and Brent Crowther raised points about the location of meetings, with Ryan Oakes proposing an amendment to Section 4 of the bylaws to provide flexibility for holding meetings at other locations. Ali Avery confirmed that the meetings would typically be held at City Hall, but field trips or special events could be noticed as exceptions.

Ali Avery reviewed the duties and responsibilities of Committee members, which included making recommendations to the City Council, participating in fundraising efforts, and providing updates on goals and activities. She also mentioned that any amendments to the bylaws would require a recommendation from the Committee and approval from the City Council.

Ryan Oakes suggested that specific roles and responsibilities be included in the bylaws, particularly related to fundraising, volunteer coordination, and event organization. Brent Crowther emphasized that assignments could be made when planning activities, rather than being explicitly stated in the bylaws.

Committee Member Poulter moved to recommend the bylaws of the Trails and Active Transportation Committee to the City Council for approval with the proposed amendment to Article 4, Section 1, regarding meeting locations. Committee Member Oakes seconded the motion. The motion was approved by Committee Members Crowther, Huebner, Oakes, and Poulter. Committee Member Wirthlin was excused.

7. REVIEW MEETING SCHEDULE

The Committee reviewed the 2025 tentative meeting schedule and discussed the budget and event planning for the year.

Brent Crowther mentioned that the Committee needed to provide an annual report to the City Council, but wondered if that would be required this year and if any immediate actions were required for the current quarter. Jon Rueckert clarified that it would be good to let the Council know if there are any budgetary requests. He explained smaller budget requests, such as signage, would not need to be included in the Trails Master Plan, unlike major projects like new trails. The Committee agreed that it might be better to request a budget amendment for immediate needs instead of waiting until the next budget cycle.

Ali Avery confirmed that there was no current funding for events but that a budget for events like "National Trails Day" would be necessary. The Committee discussed the potential costs for events such as the Purge the Spurge and the 9/11 Day of Service. Jon Rueckert suggested planning for these events early in the year to avoid missing the budget deadline. The Committee considered holding a meeting prior to April 8th to ensure their budget request was submitted on time.

Brent Crowther proposed meeting on the second Tuesday of each month, with meetings set for 6 p.m. The Committee agreed that this schedule worked well.

There was also discussion about meeting quarterly as required by the bylaws, but the consensus leaned toward meeting monthly. The consensus of the Committee was to review and potentially submit budget requests for events in the coming weeks.

8. REVIEW CURRENT TRAILS AND ACTIVE TRANSPORTATION PLANNING EFFORTS

Ali Avery provided an overview of the City's historical trails and active transportation planning efforts. Ali Avery outlined the City's efforts in updating the General Plan and involving the Committee in planning related to trails and active transportation. She noted that a citywide workshop had emphasized the vision of a green network, connecting the Jordan River Trail to the Bonneville Shoreline Trail without requiring vehicular travel. She stated that staff was developing an interactive trails map for the City's website to provide detailed trail information.

Ali Avery highlighted the following other planning efforts:

- Trails Master Plan
- Wild Rose to Bonneville Shoreline Trail (BST) connection
- Capital Facilities Plan
- Orchard Drive Buffered Bike Lane
- Center Street Sidewalk / Bike Path
- Main Street Reconstruction – ped / bike safety improvements at railroad crossing (divert to Overland)
- I-15 Expansion (Frontage Road to Beck Street bike path, grade separated ped crossing at 2600 South)
- Town Center I-15 Trail

Brent Crowther inquired about the timeline for the Trails Master Plan. Ali Avery responded that work could begin immediately and needed completion by April 2027.

Ali Avery mentioned the Trails Master Plan would include new trail proposals, closures, rerouting, maintenance recommendations, and cost estimates for integration into the City's Capital Facilities Plan. She emphasized that obtaining official permits for unsanctioned trails on Forest Service land was a priority, particularly regarding the Wild Rose Trail connection to the Bonneville Shoreline Trail.

Ryan Oakes questioned the Committee's jurisdiction over trails on Forest Service property, highlighting that some trail users originate from North Salt Lake. Ali Avery confirmed that certain areas fell outside the City's control, but ongoing discussions with Salt Lake City aimed to

ensure connectivity. She referenced Salt Lake City's delayed efforts in completing the Bonneville Shoreline Trail connection but remained hopeful that progress would resume.

Committee members discussed concerns regarding trail conditions, with Kyle Poulter and Brent Crowther mentioning the difficulties of certain sections, referencing rough terrain in the user trail section from Wild Rose to BST. Ali Avery and others acknowledged these challenges and underscored the importance of strategic planning for safer connections.

Additionally, Committee discussions touched on upcoming infrastructure projects, including sidewalk additions, bike lane developments, and pedestrian crossings. Ali Avery noted efforts to complete the Frontage Road trail to Beck Street in Salt Lake City along with the expansion of I-15.

Brent Crowther expressed concerns about funding shortfalls for major transportation projects but emphasized the importance of advocacy to ensure trail integration in broader City planning efforts.

Ali Avery concluded by confirming a grant had been secured for the Town Center I-15 Trail, which would connect through key City locations. She indicated that discussions with property owners and UDOT were ongoing to secure necessary easements. The Committee agreed to monitor these projects closely to support continued progress.

9. REVIEW UPCOMING TRAILS EVENTS AND ASSIGN VOLUNTEERS

The Committee reviewed the following upcoming events and volunteer opportunities:

- Wild Rose maintenance walk-through on Monday, March 24th, 2:00-4:00 p.m.
- Purge the Spurge on Saturday, April 19th, 10:00 a.m.
- Golden Spoke on Saturday, May 10th, 7:00-9:00 a.m.

Ali Avery mentioned the maintenance walk-through should only have two Committee members attend to avoid the need to notice it as a meeting. Brent Crowther said he and Peter Wirthlin were planning to attend.

Brent Crowther suggested it would be good to have as many Committee members as possible attend the Purge the Spurge event. TJ Riley offered to provide informational materials on identifying and properly disposing of the invasive plant. The Committee discussed the importance of careful disposal to prevent further spread.

Pedro Huebner volunteered to staff the rest stop for the Golden Spoke event. Jon Rueckert noted that Public Works staff would handle tent and table setup, and Committee volunteers would distribute maps and snacks.

The Committee also discussed the possibility of adding monthly trail maintenance days, similar to efforts in Centerville, utilizing local student volunteers. Further discussion was deferred to future meetings.

10. DISCUSSION REGARDING FORMULATING COMMITTEE GOALS AND PROGRAMS

The Committee discussed formulating goals and potential programs for the coming year. Ryan Oakes proposed that members individually brainstorm ideas and bring them to the next meeting for formalization.

Brent Crowther emphasized the importance of maintenance efforts and anticipated significant progress through collaboration with the State trail crew and the completion of the Trails Master Plan. He suggested that the work program established through the Master Plan would guide future budget requests.

Brent Crowther also raised the possibility of organizing guided hiking days to promote trail awareness but noted that Committee members should consider their level of involvement in such initiatives.

Ryan Oakes suggested conducting an inventory of all existing trails and active transportation facilities, as he found that current maps did not reflect the full extent of available infrastructure.

Ali Avery confirmed that additional data existed and would be integrated into an interactive trails map.

The Committee also discussed the need to identify and manage unsanctioned trails, either by formalizing them or working to close them.

Brent Crowther emphasized the importance of prioritization, recommending that the Committee focus on trail inventory and connectivity efforts in the first year before expanding into broader active transportation initiatives in subsequent years.

The Committee members identified the following proposed goals and programs:

- **Trail Maintenance:** Continue efforts with the State trail crew and integrate maintenance plans into the Trails Master Plan.
- **Trail Inventory and Mapping:** Compile a comprehensive list of all City trails, bike lanes, and pedestrian infrastructure.
- **Community Engagement:** Consider organizing guided hikes or trail awareness events.
- **Unsanctioned Trail Management:** Identify unauthorized trails and determine whether to formalize or close them.

- **Connectivity Planning:** Develop strategies for linking trails and active transportation routes, including pursuing grants for improvements.

The Committee agreed to further refine these goals at the next meeting and encouraged members to bring additional ideas for discussion.

11. DISCUSSION ON FUTURE AGENDA(S)

The Committee decided to hold the next Committee meeting on April 8, 2025. They also confirmed the start time would be 6:00 p.m. as discussed earlier. They proposed the following topics for the next meeting:

- Goals and objectives
- Finalizing follow-up on upcoming activities
- Reporting back on maintenance walk-through with the state trail crew
- Finalizing plans for the Purge the Spurge event
- Discussion on the Trails Master Plan initiation and scope of work
- Setting up a shared drive for Committee resources

12. ADJOURN

The meeting was adjourned at 8:10 p.m.

The foregoing was approved by the Trails and Active Transportation Committee of the City of North Salt Lake on April 8, 2025 by unanimous vote of all members present.

Wendy Page, City Recorder

SCOPE OF WORK

Trails Master Plan

City of North Salt Lake

Project Background

Recently, the Bonneville Shoreline Trail was constructed in North Salt Lake and Bountiful Cities in an attempt to begin the extension of the BST from Salt Lake County all the way to Weber County. Unfortunately, the BST in North Salt Lake was constructed at a dead-end where there is no access to it via a trailhead. User trails have, understandably, been created to connect the Wild Rose Trail system and the Tunnel Springs trails to the BST, but they have been constructed to dangerous grades in less than ideal locations. Salt Lake City has delayed all of their foothill trails construction to an undetermined date, which has left the hillsides vulnerable to users cutting their own paths and destroying the hillside. This is an example of why coordination is needed among neighboring municipalities and across organizations to facilitate a functional and safe trail network along the BST.

The City of North Salt Lake is interested in completing a Trails Master Plan to show proposed alignments of trails through the city and how they interact with regional trails, particularly the BST. Other goals of the Trails Master Plan would be to make a plan for trail closures and realignments and preparation for permitting through the U.S. Forest Service. The City would like to have cost estimates created from those alignments in order to budget for a robust trail network and maintenance plan in cooperation with the efforts happening in Bountiful, Centerville, and Salt Lake Cities.

Scope of Work

This project involves the development of a Trails Master Plan for the City of North Salt Lake. It is anticipated that a consultant will be hired for the project to propose new trail routes, new trailheads, re-routing of trails, closure of trails, and maintenance schedules for the hillside trails in the city. This project should be informed by best practices for trail safety and development, USFS trail requirements for design, and public input. The end result should be a plan showing the trail alignments including cost estimates so that the city can then put those trail improvements directly into a capital facilities plan to budget yearly for trails. The city would also like to have a plan that can then get us started with permitting through the USFS to get trails sanctioned.

The consultant will work directly with city staff and the city Trails and Active Transportation Committee to develop the plan. Additionally, there should be some collaboration with the neighboring cities to create trail connections across city boundaries. The consultant

should present the final plan to the Planning Commission and City Council at no more than two public meetings. The final deliverables will be a Trails Master Plan in a pdf format with all GIS and CAD files provided to the city.

Schedule and Budget

The creation of a Trails Master Plan will likely take up to one year to complete, taking into account weather constraints. The selected consultant will need to assess trail conditions in North Salt Lake and on USFS property in addition to comparing trail alignments from neighboring cities. The consultant will facilitate a public outreach effort to get the input from trail users as to proposed alignments which will be given GPS coordinates and cost estimates will be developed.

The total budget for the project is \$50,000.

Consultant Selection Process

A selection committee, who will also act as the steering committee later in the process, will meet and evaluate applicant proposals. During this meeting a consultant will be selected and/or further information will be requested from the applicants. The selection committee will consist of members of City Staff and the North Salt Lake Trails and Active Transportation Committee.