# CITY OF NORTH SALT LAKE

**TRAILS & ACTIVE TRANSPORTATION COMMITTEE**
**MEETING NOTICE & AGENDA**
**May 13, 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 **May 13, 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. Coordination with Health and Wellness Committee – Mason Bennett, Chair
4. Approval of Minutes of March 11, 2025 and April 8, 2025 Meetings
5. Action Items
6. Staff Updates
7. City Council Updates
8. Review of Past and Upcoming Trails Events
9. Discussion Regarding E-Bikes on City Trails
10. Discussion Regarding Wild Rose Trail Signs
11. Discussion Regarding Committee Goals & Programs
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 **May 13, 2025** were posted on the Utah Public Notice Website: https://www.utah.gov/pmn/, City's Website: https://www.nslcity.org, and at City Hall: 10 E. Center St. NSL.

Date Posted: May 8, 2025

Wendy Page

Wendy Page, City Recorder

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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.*

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*Wendy Page, City Recorder*

CITY OF NORTH SALT LAKE
TRAILS AND ACTIVE TRANSPORTATION COMMITTEE
CITY HALL 10 EAST CENTER STREET, NORTH SALT LAKE
APRIL 8, 2025

**DRAFT**

PRESENT: Brent Crowther, Chair
Pedro Huebner
Ryan Oakes, Vice Chair
Kyle Poulter
Peter Wirthlin
Ted Knowlton, City Council

STAFF PRESENT: Jon Rueckert, Public Works Director; TJ Riley, Parks Superintendent; Ali Avery, Long Range Planner

1. WELCOME & INTRODUCTIONS

Brent Crowther, Committee Chair, called the meeting to order at 6:00 p.m. and welcomed attendees. Committee members and staff introduced themselves, noting Brent Crowther as Chair, Ryan Oakes as Vice Chair, and Ted Knowlton as the City Council liaison.

2. PUBLIC COMMENT

There were no comments.

3. APPROVAL OF MINUTES OF MARCH 11, 2025 MEETING

The Committee discussed the minutes from the March 11, 2025 meeting and since all members had not reviewed them in advance it was determined to table them to the next meeting.

**Committee Member Wirthlin moved to table the approval of the March 11, 2025 meeting minutes until the next meeting. Committee Member Huebner seconded the motion. The motion was approved by Committee Members Crowther, Huebner, Oakes, Poulter, and Wirthlin.**

4. ACTION ITEMS

Ali Avery presented a list of action items from the previous meeting. Completed items included: Jon Rueckert researching the remaining fiscal year budget, the City Council adopting the Committee bylaws on March 18, 2025, and Ryan Oakes distributing Trail Master Steward Course Information. An ongoing item assigned to Ali Avery was to print a large trails map for upcoming events, with a due date of April 17, 2025, pending finalization with Public Works. The

Committee discussed maintaining a running list of action items on a SharePoint spreadsheet for tracking progress.

5. STAFF UPDATES

Ali Avery provided updates on several initiatives. The Committee's branding logo was introduced, designed as part of the City's rebranding package. Discussion ensued about incorporating "Active Transportation" into the logo to better reflect the Committee's scope, with suggestions including adding a bike or child imagery. Ali Avery agreed to convey feedback to the designer for potential revisions. The Committee discussed promotional items such as T-shirts, hats, stickers, and temporary tattoos as possible swag to hand out at events. .

Ali Avery explained that a SharePoint folder was established for Committee resources, including a roster, volunteer contact list, and draft documents. She stated that access invitations were sent to members, with Ryan Oakes and others confirming recent access. Ali Avery emphasized that action items should be assigned in public meetings, but updates could be tracked on the SharePoint spreadsheet.

Ali Avery mentioned a Wild Rose Trail maintenance walk-through occurred on March 24, 2025, with staff members Jon Rueckert, TJ Riley, Ali Avery, and Committee Members Crowther and Wirthlin, alongside Tara from the State Division of Outdoor Recreation. She stated the walk-through identified maintenance needs, with recommendations to be implemented during a state-led maintenance effort in late June. The Committee planned vegetation clearing for National Trails Day to prepare for this work.

6. CITY COUNCIL UPDATES

Ted Knowlton provided an update on the South Davis Greenway Study, a collaborative effort among North Salt Lake, Farmington, Centerville, and Bountiful to implement a regional active transportation facility. He explained the study aims to create a safe, comfortable route from Farmington to the Davis-Salt Lake County line, connecting to UDOT's planned I-15 improvements to downtown Salt Lake City. He noted funding and Council agreements have been secured, with the study set to scope details soon. He reported challenges include aligning community priorities and addressing potential controversies. The Committee discussed its potential role, suggesting one or two members join the study's steering committee.

7. DISCUSSION REGARDING FISCAL YEAR 2025 COMMITTEE BUDGET

Jon Rueckert reviewed the fiscal year 2025 budget, ending June 30, 2025. He indicated the Committee has $600 for operating expenses, covering items like t-shirts and training certificates. He noted an additional $1,000 is allocated for Wild Rose Trail signage within the Parks operating budget. He explained the Trail maintenance tools would be funded through the Parks Department's budget, potentially via a budget amendment.

The Committee discussed requesting $1,500 for tools (possibly 10 McLeod tools at $125 each and five rakes at $20 each) before National Trails Day on June 7, 2025, to be stored temporarily at Public Works. Jon Rueckert agreed to discuss the amendment with the City's finance director.

The Committee also addressed immediate signage needs, noting faded signs at Wild Rose Trail. Ali Avery confirmed that new signs, designed with the updated logo, could be fabricated for critical locations unlikely to change post Trails Master Plan with the $1,000 available budget.

Peter Wirthlin proposed developing a signage standard to streamline replacements.

8. CONSIDERATION OF FISCAL YEAR 2026 BUDGET REQUEST

The Committee discussed its fiscal year 2026 budget request, starting July 1, 2025 and identified the following proposals:

- $600 for operating expenses (supplies like t-shirts and stickers)
- $1,200 for training (to send an estimated three members to conferences, covering travel if needed)
- $1,000 for six monthly trail maintenance events (covering refreshments and swag).

The Committee also recommended that Public Works allocate $1,000 annually for ongoing trail signage maintenance and that the City Council include capital funding for the Wild Rose to Bonneville Shoreline Trail (BST) connection, including project development costs like NEPA studies if required.

**Committee Member Wirthlin moved to recommend to the City Council a fiscal year 2026 Committee Budget of $600 for operating expenses, $1,200 for training, and $1,000 for trail maintenance events; to request Public Works allocate $1,000 annually for trail signage maintenance; and to recommend including capital funding for the Wild Rose to Bonneville Shoreline Trail connection project, including project development costs. Committee Member Poulter seconded the motion. The motion was approved by Committee Members Crowther, Huebner, Oakes, Poulter, and Wirthlin.**

9. REVIEW OF UPCOMING TRAILS EVENTS & MAKE ASSIGNMENTS

The Committee reviewed upcoming events and assigned responsibilities.

***Purge the Spurge*** (April 19, 2025, 10:00 a.m., Springhill Geologic Park): Peter Wirthlin will manage the table, Kyle Poulter will bring water and donuts, and Ali Avery will print a large trails map. Attendees are to bring clippers, rakes, and shovels.

***Golden Spoke*** (May 10, 2025, 7:00-9:00 a.m., Legacy Park): Pedro Huebner will staff the table with the trails map. The Jordan River Commission will provide snacks, and City staff will set up a tent and chairs.

***Lower Wild Rose Trail Cleanup*** (May 3, 2025, 8:00-10:00 a.m., Winter Lane trail access): Ryan Oakes will bring donuts and water for up to 48 attendees. The City will supply trash bags, with pickup on Monday. Attendees should bring gloves, rakes, shovels, and clippers for trash and vegetation cleanup.

***National Trails Day*** (June 7, 2025, 8:00-10:00 a.m., Wild Rose Trail): The Committee deferred detailed planning to the next meeting but confirmed a table with the trails map and vegetation clearing tasks. Tool needs (e.g., McLeods, rakes) will be finalized later.

Peter Wirthlin proposed a trails email address (e.g., trails@nslcity.org) managed by City staff for public communication and event outreach. Ali Avery assigned this as an action item for staff to explore.

Ryan Oakes volunteered to draft an email for the May 3 cleanup, to be sent by staff to the volunteer list.

10. DISCUSSION REGARDING COMMITTEE GOALS & PROGRAMS

The Committee brainstormed goals and programs, aiming to formalize them at the next meeting. Proposed goals included completing the Trails Master Plan by fiscal year-end 2026, enhancing quality of life, ensuring safe active transportation to destinations, connecting neighborhoods to trails, preserving natural resources, and promoting a culture of active transportation enthusiasm.

The Committees objectives included trail maintenance, outreach (e.g., booths at Food Truck Mondays), and building a community of supporters. The Committee agreed to review other cities' vision statements and refine goals using an organizing framework of "preserve, expand, promote" or similar terms like sustainability and connectivity.

11. DISCUSSION OF SCOPE OF TRAILS MASTER PLAN

Ali Avery presented a draft scope of work for the Trails Master Plan, to be funded by a $50,000 budget (partially matched by the City and a State Outdoor Recreation Initiative grant). She stated the scope includes mapping new trail routes and trailheads, rerouting/closing trails, establishing maintenance schedules, preparing cost estimates for the Capital Facilities Plan, collaborating with neighboring cities, conducting public outreach, and presenting to the Planning Commission and City Council.

Ali Avery noted the project is set to begin in May 2025 and conclude within a year, weather permitting. She explained a selection/steering committee, potentially including two Trails Committee members, was proposed to guide the consultant.

Kyle Poulter suggested providing initial trail recommendations to the consultant. Ali Avery requested feedback on the scope by the end of the week, with no formal vote required.

12. DISCUSSION ON FUTURE AGENDA(S)

The Committee confirmed the next meeting for May 13, 2025, at 6:00 p.m. They proposed the following topics for the next meeting:

- Approval of March 11 and April 8, 2025 meeting minutes
- Continuation of goals and objectives discussion/adoption
- Further discussion on the Trails Master Plan scope and steering committee formation
- Review of the Committee branding/logo
- Update on the South Davis Greenway Study
- Detailed planning for National Trails Day (June 7, 2025)
- Discussion on the Wild Rose to Bonneville Shoreline Trail connection, including a staff briefing

13. ADJOURN

The meeting was adjourned at 8:26 p.m.

*The foregoing was approved by the Trails and Active Transportation Committee of the City of North Salt Lake on May 13, 2025 by unanimous vote of all members present.*

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*Wendy Page, City Recorder*