

GRAND COUNTY, UTAH
RESOLUTION NO. 3269 (2021)
AMENDING AND RESTATING THE BYLAWS OF
THE GRAND COUNTY TRAIL MIX COMMITTEE

WHEREAS, the Grand County Commission is authorized under §17-27a-102(b) to enact all ordinances, resolutions, and rules and may enter into other forms of land use controls and development agreements that the county considers necessary;

WHEREAS, non-motorized trails are an important part of Grand County's past and future for the economic impact of tourism and the quality of life of residents;

WHEREAS, since September 12, 2000, the Trail Mix Committee, as an advisory committee of the County, has been involved in the planning and development of trails in Grand County;

WHEREAS, the previously named Grand County Council adopted the Bylaws of the Trail Mix Committee via Resolution No. 2889 (2009) on April 7, 2009; and

WHEREAS, the County now desires to amend and restate those Bylaws to clarify various provisions including those related to member residency requirements, member removal, and officer positions;

NOW THEREFORE BE IT RESOLVED THAT the Grand County Commission hereby adopts the Amended and Restated Bylaws of the Trail Mix Committee as follows:

See Exhibit A

This Resolution was duly and regularly introduced and passed by vote at a regular meeting of the Grand County Commission, State of Utah, on May 4, 2021.

GRAND COUNTY COMMISSION

**AMENDED AND RESTATED BYLAWS
OF THE
GRAND COUNTY TRAIL MIX COMMITTEE**

Article I. Name

The name of this organization shall be the Grand County Trail Mix Committee, an advisory committee of Grand County, a Utah political subdivision, created pursuant to Grand County Resolution No. 2889 (2009).

Article II. Responsibilities and Authority

The Trail Mix Committee (the "Committee") is an advisory body to the Grand County Commission without authority to speak for or represent the County. Specifically, the Committee is hereby authorized to:

- a. Provide the Commission with facts, opinions, advice, and recommendations on issues related to non-motorized trails;
- b. Promote education of and cooperation among all trail users;
- c. Assist the Active Transportation and Trails Department in developing the Grand County Non-Motorized Trails Master Plan updates;
- d. Work with the Active Transportation and Trails Department to implement the Grand County Non-Motorized Trails Master Plan;
- e. Collaborate with motorized user groups, including the County Motorized Trail Committee, regarding trail issues within Grand County;
- f. Engage the community and organize work projects and volunteer events;
- g. Seek out non-profit partnerships for trail development and maintenance, community stewardship, and trail user education.
- h. Work with private property owners to promote and maintain historic trail access and acquire trail easements with approval from the County Commission;
- i. Work with land managers of various agencies to promote trail use and development;
- j. Handle other trail related issues delegated to it by the Commission; and
- ~~j~~**k**. Assist the County's non-profit grant recipients on the expenditures of grant funds to ensure that the County-appropriated funds are efficiently used for the development of trails for Grand County residents and visitors.

Article III. Members

Section 1. The Committee shall be composed of Stakeholder Representatives, Non-Motorized Trail Community Representatives (NMTCRs), and five At Large elected representatives (ALERs), all of whom ~~are~~ full-time Grand County and/or San Juan **County** Residents. Stakeholder Representatives include one Member appointed from each of the following ~~listed~~ entities~~-. Multiple representatives from a given stakeholder may attend and participate in discussions. Only the official designated stakeholder representative may cast a vote on behalf of the stakeholder. If the designated representative is absent, they may assign their proxy vote to an alternate representative from the same stakeholder.~~

- a. US Forest Service
- b. Bureau of Land Management
- c. National Park Service
- d. Utah State Parks
- ~~e. School & Institutional Trust Lands Administration (SITLA)~~
- ~~f. Utah Department of Transportation (UDOT)~~
- ~~g. Moab Trails Alliance (MTA)~~
- ~~h~~**e**. Grand County Commission
- ~~i~~**f**. City of Moab
- ~~j~~**g**. Grand County Active Trails and Transportation Department
- ~~k~~**h**. San Juan County
- ~~i~~**i**. Department of Natural Resources
- ~~m~~**j**. Southeastern Utah Health Department (SEUHD)

k. Grand County Search and Rescue

NMTCR include one Member appointed to represent each of the following recreation groups that are stakeholders in non-motorized trails in Grand County:

- a. Mountain Biking
- b. Hiking
- c. Equestrian
- d. Non-Motorized Snow Sports
- e. ~~Climbing and Canyoneering~~ Roped Activities
- f. Running
- g. Active Transportation

New NMTCR positions may be added as voted on by the Committee.

Five ALER are elected annually by The Committee. Candidates must be full-time residents of Grand or San Juan County. ~~and must have attended three of the last six regular monthly meetings to be eligible.~~

- ~~–Residency requirements: ALER must be residents of Grand or San Juan County.~~
- ~~–Attendance requirements: ALER may miss not more than three consecutive regular meetings and may miss no more than three regular meetings in a calendar year.~~
- ~~–Responsibilities include but are not limited to, : ALER provide regular trail and conditions reports, including trail condition reports, and interface with the non-motorized recreational community that they represent. ALERs inform the Committee about perspectives, ideas, feedback, and issues that impact their non-motorized recreation community as well as reports about recent and upcoming events in that community.~~
- ~~–Conflicts of interest: Conflicts of interest must be disclosed in alignment with existing Grand County policy.~~
- ~~–Representation to public: ALER may not present themselves as representatives of the Trail Mix Committee unless acting on behalf of an item approved by vote by the Committee.~~
- ~~–Dismissal: If an ALER does not fulfill one or more of these requirements, they will lose their position as an ALER and as a voting Member of the Committee. They may continue to attend meetings as a member of the general public.~~

Section 2. Participation: In addition to the Stakeholder Representatives, ~~and~~ NMTCRs, ~~and~~ ALERs listed above, Grand County encourages participation from non-profit organizations that promote non-motorized trails;

Section 3. Vacancies: Vacancies in the Committee shall be filled within 90 days of resignation or death of a Member by a majority vote of the remaining Committee Members present at a meeting at which a quorum is present. In filling a vacancy, the Committee shall select an individual who meets the qualifications and requirements of Utah Code Annotated § 17-52a- 403(b) and (c).

Section 4. Removal: Either a majority of Committee Officers or the County Commission may request the resignation of a Committee Member for cause, including poor attendance and/or ethical considerations.

- Residency requirements: ~~NMTCRs~~ Non-stakeholder representatives, NMTCR and ALER (NSR) must be residents of Grand or San Juan County.
- Attendance requirements: ~~NMTCRs~~ NSR may miss not more than two consecutive regular meetings and may miss no more than three regular meetings in a calendar year. NMTCRs may satisfy the attendance requirement by sending a proxy who is a member of the same non-motorized user group as the NMTCR. The NMTCR must provide the proxy with a written report.

Section 5. - Responsibilities: ~~NMTCRs~~ NSR provide regular trail reports, including trail condition reports, and interface with the recreational community that they represent. ~~NMTCR~~ NSRs inform the Committee about perspectives, ideas, feedback, and issues that impact their recreation community as well as

reports about recent and upcoming events in that community.

- Conflicts of interest: Conflicts of interest must be disclosed in alignment with existing Grand County policy.

- Representation to public: ~~NMTCRs~~-NSRs may not present themselves as representatives of the Trail Mix Committee unless acting on behalf of an item approved by vote by the Committee.

- Dismissal: If a NMTCRs does not fulfill one or more of these requirements, they will lose their position as a NMTCRs and as a voting Member of the Committee. They may continue to attend meetings as a member of the general public.

Section 56. Compensation: Members may not be compensated by the County for serving on the Committee. Members may be reimbursed by the County for actual expenses associated with Committee business pursuant to County policy.

Article IV. Officers

Section 1. Officers: The Committee shall elect at the first meeting of every year a Chair, and Vice-Chair. The Chair, after majority approval from the Committee, may appoint a Secretary. Officers may serve for successive one-year terms without limit.

Section 2. Chair: The Chair shall be the presiding officer of each meeting. The Chair shall be responsible to call meetings, set the agenda, and conduct the meetings.

Section 3. Vice Chair: The Vice-Chair shall assist the Chair in the discharge of the duties of the Chair and shall fulfill the duties of the Chair in the Chair's absence.

Section 4. Secretary: The Secretary shall keep all minutes of the meetings and send copies to all Committee Members. The Secretary shall assist the Chair in preparing an agenda for the meetings, posting notices, approving minutes of all Committee meetings, and keeping necessary records to help the Committee perform its function. Once the Committee has approved the minutes, the Secretary shall forward the official signed copy of the minutes to the County Clerk/Auditor and Council Administrator for retention and publication to the Grand County website.

Article V. Meetings

Section 1. Quorum: ~~Nine (9)~~ Fourteen (14) Members shall constitute a quorum for the transaction of business of the Committee. If at any meeting of Committee Members, there is less than a quorum present, the majority of those present may adjourn the meeting until a quorum is present.

Section 2. Action: The affirmative vote of a majority of the Committee Members present at a meeting at which a quorum is present shall be the act of the Committee.

Section 3. Voting: Each Stakeholder Representative shall designate a representative to attend and participate as its voting Member. The other voting members of the Committee will be made up of Officers, Community Representatives, and At-Large positions, elected by the Committee.

Section 4. Regular Meetings: The Committee shall meet monthly and shall publish and advertise a schedule with dates, meeting times, and the location of regular meetings at least on an annual basis.

Section 5. Open Meetings: The Committee Member meetings shall be in compliance with the Open and Public Meetings Act, Utah Code Annotated §§ 52-4-101 et seq.

Section 6. Electronic Meetings: One or more Members may participate in public meetings by means of electronic communication in accordance with Grand County Resolution #2944 and Utah Code Annotated § 52-4-207, so long as a quorum of the Committee is present at the anchor location. Any form of telecommunication may be used, as long as it allows for real-time interaction in the way of discussions, questions and answers, and voting.

Section 7. Special Meetings and Emergency Meetings: Special meetings and emergency meetings may be called by the Chair and shall be in compliance with Utah Code Annotated § 17-53-205 and the Open and Public Meetings Act.

Section 8. Notice and Agenda: The Secretary shall provide public notice of each meeting in accordance with Utah Code Annotated § 52-4-202.

Article VI. Parliamentary Authority

The Committee shall use Robert's Rules of Order when conducting its business, which business shall be considered, as far as practicable, in the following order:

- a. Call to Order
- b. Approval of Minutes
- c. Citizens to be Heard
- d. Action Items
- e. Discussion Items
- f. Future Considerations
- g. Closed Session(s) if necessary
- h. Adjournment

Article VII. Subcommittees

Section 1. Subcommittees: The Committee may form subcommittees during any public meeting and shall exist until the subcommittee's purpose has been met or the subcommittee is otherwise deemed no longer necessary. Each subcommittee shall report to the Committee Chair.

Section 2. Executive Subcommittee: The Committee Executive Subcommittee is hereby established to: set policy, goals and direction for the Committee with input from Committee Members; establish priorities for the development and implementation of the Grand County Non- Motorized Trails Master Plan with input from Committee Members. The Committee shall appoint the members of the Executive Subcommittee at its organizational meeting and each January thereafter. The Executive Subcommittee shall comprise of a minimum of five members, including the Committee Chair, Committee Vice-Chair, and representation from the ~~NMTCR~~ NSRs.

Section 3. Meetings: Subcommittee meetings are not subject to the Utah Open and Public Meetings Act as subcommittees shall not constitute a quorum for the purpose of transacting Committee business and may be conducted via phone, email, or similar electronic means of communication.

Section 4. Additional Subcommittees: The Officers may form and appoint additional subcommittees to study issues as deemed necessary. These Subcommittees shall make recommendations to the Trail Mix Committee.

Article VIII. Amendment of Bylaws

These Amended and Restated Bylaws shall supersede and replace in their entirety all prior Bylaws of the Committee. Any amendment hereto shall be in writing and approved by the Grand County Commission.

The above Amended and Restated Bylaws were duly adopted by the Trail Mix Committee on _____ and by the Grand County Commission on ~~February 6, 2024~~ [insert current date].

ATTEST:

~~Jacques Hadler~~, Bill Winfield, Commission Chair Gabriel Woytek, Clerk/Auditor