



CITY OF OREM

ADVISORY BOARD/COMMISSION

MEETING MINUTES

This meeting may be held electronically to allow a board/commission member to participate.

PUBLIC BODY: Natural Resources Advisory Commission (NRAC)

DATE: 04/02/2026

ROOM: Council Conference Room

TIME: 5:00 PM

ADDRESS: 56 N State St, Orem, UT 84057

Commission Members in Attendance: Paul Dunn, Sarah Bateman, Hilary Hungerford, Tara Bishop, Bob McFadden

City Council: Jenn Gale (online)

City Staff: Kaitlin Marsh, Bradley Day, Melissa Mullins

AGENDA ITEMS:

1. Commission Training (approx. 20 minutes)

Bradley trained the board on the “Open and Public Meetings Act 2023” and Ethics. The training provided was taken directly from the orem.gov website > Government > Boards and Commissions. The training can be reviewed at any time by any Commission member or citizen through this link: [Boards & Commissions – City of Orem](#).

2. Communication Updates (Kaitlyn Marsh)

Kaitlin reported that the social media video featuring glass recycling garnered 3.7K views, 25 shares, 26 comments. The comments on the video presented an overall positive sentiment towards glass recycling in general, but were primarily related to the education and opportunity to recycle glass.

Action Item: Kaitlin will post again about glass recycling and will also post about what is recyclable.

“Do you know someone who is making Orem a little Greener” social media campaign had 7k views, 9 shares, and 4 comments. There were 3 submissions for the NRAC award received.

Blake Leonelli from WM, the special guest at the March 5th meeting, mentioned plastic film recycling. Kaitlin looked further into this for a social media campaign and found that this is a pilot program. It’s unknown how long this program will continue or if the program

will be renewed. Based on this information, a campaign will not be created at this time, but may be considered again in the future if the program is renewed.

There was general discussion about confusion in what can be recycled and what can't, e.g. clamshells. It was suggested we need a DO's/DONT's recycling campaign and more education for the community in general.

Sarah proposed a video about following a water bottle after its been dropped off for recycling, perhaps giving the opportunity to highlight WM's state-of-the-art MRF.

Action Item: Kaitlin will review the possibilities of creating this video

3. Choose NRAC award recipients

There was discussion surrounding the nominees proposed. One nominee was disqualified. The Commission reviewed the other nominees. City staff will review the nominations to guarantee they meet all eligibility requirements. Voting will occur online via email to all Commission members.

As the City Council meeting on April 28th could not handle additional agenda items, the awards presentation will take place at the City Council Meeting on May 12th instead. Previously, the award has been given to one individual and one business. The Committee can make the decision to award to two individuals and forgo the business category if they so choose.

Action Item: Bradley will vet the nominees to ensure code compliance regarding vegetation percentage at both properties is met.

The commission decided to explore an additional nomination, which was a previous nominee.

Action Item: Bradley will vet the nomination to ensure all requirements are met.

Action Item: Following the vetting process, Kaitlin will send out a list of the qualified nominees, along with any available pictures, to the Committee to ensure a smooth voting process. Expected completion by Thursday, April 9th.

A question was raised about incentives for larger entities, like condo associations, to convert from grass to more water-efficient landscaping. It was noted that Orem is not currently offering such incentives, but the Central Utah Water Conservancy District has a landscape incentive program called localscaping that offers incentives for both residential and business properties.

[Landscape Incentive Program – Conserve Water Utah](#)

4. Bike to Work Day with Bike Orem - May 7, 7:30 AM - 11:00 AM

The commission discussed Bike OREM's "Bike to Work Day" event scheduled for May 7th, which involves pit stops throughout the city to celebrate biking as a sustainable commute option. The City of Orem will support the event by hosting one of the pit stops at the family fitness center and plans to advertise the event on social media.

[instagram.com/bikeorem](https://www.instagram.com/bikeorem)

This topic brought up a secondary discussion of advertising NRAC at events such as these. Interested parties could sign up through the City website or newsletter and a formal mailing list could be created. Individuals could then receive updates on NRAC initiatives and other activities in the area that align with NRAC's purpose.

Questions arose on how to access, house, and manage the database. There may be security concerns to be considered.

Action Item: Kaitlin will investigate the feasibility of creating an NRAC mailing list using a "push to join" type button where individuals can receive notices and updates to include any security issues that may arise from this feature.

Action Item: Kaitlin will create a mock up of the poster to be displayed at the Bike Orem event.

Paul suggested the possibility of an official city council announcement or dedication for bike month in Orem, which would serve as an advertising opportunity. They noted the Golden Spike Ride, an annual May event hosted by the Jordan River Commission, that celebrates connected trails between Provo and Ogden. Promoting bike month and their associated activities via social media was identified as a potential "low-hanging fruit" opportunity.

5. Strategic Planning

The commission reviewed their established mission, which is to act in an advisory capacity to the City Council regarding protecting the city's natural resources. Duties include encouraging a vision and goals for natural resource protection, advising on recycling programs and innovative measures, reviewing policies, and working toward the continuing education of citizens. It was clarified that the heavy inclusion of recycling language in the purpose is due to the commission's historical focus on recycling.

Hilary led the Committee through a planning exercise in which participants chose a specific area of focus for a strategic planning exercise. The topics included local agriculture, healthy ecosystems, water-wise, outdoor recreation, waste and recycling, clean air, green space, and energy efficiency. The commission used a blank piece of paper divided into three columns: Headline, Story, and Action. The goal was for each person to envision a 5-to-10-year major headline accomplishment for their chosen topic, detail the "story" or process of how they achieved it, and identify a single "action" they could take this year to start toward that goal. Participants then traded papers to contribute additional headlines, stories, and actions to another person's initial topic.

Non-commission Activity: Sarah invited everyone to her SWAP (Sharing We All Prosper) event on May 30th. People can come and shop for free or swap clothing, home goods, athletic gear, etc to promote a reuse/reduce mindset.

ACTION ITEM: Bradley will look at the possibility of touring the new Water Reuse & Nutrient Removal Facility in May if the library greenhouse employees cannot present at the next meeting.

ACTION ITEM: Hilary will take all strategic planning sheets home; process the feedback given, review it, identify common areas of focus, and prioritize. She will communicate results via email.

ACTION ITEM: Jenn will take a picture and send her notes to Hilary.

6. Approve March 5th Meeting Minutes

Motion given by Bob McFadden to approve Meeting Minutes from 3/5/2026
Motion seconded by Paul Dunn.

Voting members: Hilary Hungerford, Sarah Bateman, Tara Bishop, Paul Dunn, Bob McFadden voted Yes.

Motion that the meeting minutes be approved carries.

7. Adjourn

Motion given by Sarah Bateman to adjourn the meeting
Motion seconded by Tara Bishop

Voting members: Hilary Hungerford, Sarah Bateman, Tara Bishop, Paul Dunn, Bob McFadden voted Yes.

Motion that the meeting be adjourned carries

Meeting minutes approved on 05/07/2026

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY MEETINGS.

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