



CITY OF NORTH SALT LAKE

Parks, Trails, Arts & Recreation Advisory Board

PARKS, TRAILS, ARTS & RECREATION ADVISORY BOARD MEETING NOTICE & AGENDA

January 14, 2025

6:00 p.m.

Notice is given that the Parks, Trails Arts & Recreation Advisory Board of the City of North Salt Lake will hold a regular meeting on **January 14, 2025 at 6:00 pm** at the NSL Public Works building, 642 North 400 West, 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.

- 1) Welcome and Introduction
- 2) Public Comment
- 3) Public Works Updates
- 4) City Council Updates – Councilmember Suzette Jackson
- 5) Discussion on How to Preserve Notes/Information for Parks, Trails, Arts, & Recreation Advisory Board
- 6) Update on New Committees
- 7) Discussion on City Events
 - a. Winter Lights Fest Recap
 - b. Other
- 8) Discussion on Trails
 - a. Other
- 9) Discussion on Arts
 - a. NSL Reads
 - b. Discussion and Consideration of Recommendations for Mural Program
- 10) Approval of Minutes from November 20, 2024
- 11) Adjourn

The public is invited to attend all public meetings of the City. If you need special accommodation to participate in the meeting, please call the City offices at (801) 335-8709. Please provide at least 24-hour notice for adequate arrangements to be made.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the **Parks, Trails, Arts & Recreation Advisory Board** meeting to be held **January 14, 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. North Salt Lake.

Date Posted: January 13, 2025


Wendy Page, City Recorder



City of North Salt Lake Mural Program

Vision

The North Salt Lake Mural Program establishes a process to commission murals for the aesthetic improvement of the city. Murals are a creative medium for celebrating and expressing the culture of the city. This program seeks to unite the community through art, enhance opportunities for local artists, create more visually enjoyable areas, and prevent graffiti. By maintaining a clear process and consistent budgeting, this program can be used to bring murals to the city for years to come. This program is for prioritization of City funding; not to be misconstrued as a prohibition of murals on private property.

Goals

Goal 1: Create a sense of place and a destination for residents of North Salt Lake

- Implementation 1.1: Create Experiences through mural design as a draw for residents.
- Implementation 1.2: Create murals which are aesthetically pleasing.
- Implementation 1.3: Identify sites for murals which will have the greatest impact on the aesthetics of the city.
- Implementation 1.4: Consider all mural styles in the selection process to avoid artistic homogeneity.

Goal 2: Create murals which are accessible to the residents of North Salt Lake

- Implementation 2.1: Have murals located near sidewalks or trails which are easily accessible to pedestrians.
- Implementation 2.2: Encourage the creation of new sidewalks and trails along mural corridors.
- Implementation 2.3: Select sites for murals which are visible from the public right of way.
- Implementation 2.4: Design Murals which are enjoyable for, and honor the culture of, all residents of the city.

Goal 3: Create murals which highlight the history, nature, and culture of the city, or is culturally uplifting

- Implementation 3.1: Encourage the creation of murals that consider context of setting and background while allowing for artistic expression, without becoming a collection of "historical" narratives of the city.

- Implementation 3.2: Select themes that are broad which allow for artistic expression through the murals.
- [Implementation 3.3: Select themes which add to the brand which North Salt Lake has established.](#)
- Implementation 3.3: Ensure that Call for Artists are distributed to local artists who can better relate to the city.
- Implementation 3.4: Select mural artists based primarily on the quality of their work.

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Order of Selection



Mural Community Jury

- City Staff ~~will~~shall assemble a 3-member jury of community representatives to assist the ~~Arts Committee~~Arts Board in the mural recommendation process.
- ~~Jury a~~Applications ~~will~~shall be open to all residents of the City of North Salt Lake ~~as well as members of the local art community~~ who are interested.
- Jurors will be expected to provide feedback to the ~~Arts Committee~~Arts Board on mural **Theme, Location, and Artist.**

Structure and Theme Selection

Structure Selection Process

- City Staff ~~will~~shall contact structure owners within the established ~~Mural Nodes and Corridors~~Primary Funding Locations to gauge interest.
- City Staff ~~will~~shall then evaluate the structure(s) of which the owners are interested and ~~select~~recommend preferred structure(s) for mural(s).
- City Staff ~~will~~shall then contact the preferred structure owners and ask permission to bring their structure to be considered by the ~~Arts Committee~~Arts Board for their recommendation to the City Council.
- City Staff ~~will~~shall provide the ~~Arts Committee~~Arts Board with a list of structures which have owners who are interested in participating in the mural program.

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Commented [3R1]: _Re-opened_

- The jury ~~will~~shall provide feedback on their preferred mural location(s) before the [Arts Committee](#)~~Arts Board~~ selects a structure to recommend to the City Council for approval.
- The [Arts Committee](#)~~Arts Board~~ ~~will~~shall recommend an appropriate number of structures to create new murals based on the allocated budget.
- The owners of structures recommended by the [Arts Committee](#)~~Arts Board~~ ~~will~~shall then sign a letter of intent stating their intent to allow the City to use their structure for a mural.
- The ~~recommendations with~~recommendations recommended with details on structures(s) ~~and theme~~ ~~will~~shall then be brought to the City Council for approval ~~(mural theme and location will be brought to the same Arts Committee Arts Board and City Council meetings for approval).~~
- The City ~~will~~shall obtain a Public Art Easement from the property owner which allows the City to have a mural on ~~a wall~~the structure for a minimum of 5 years.
- A maintenance agreement ~~will~~shall also be signed between the City and the structure owner establishing maintenance responsibilities for the mural.

Commented [4]: This could be reworded so that it can say "the recommendations with the details such as theme and location will be brought to the Arts Board, then to City Council for approval." Something like that.....

Structure Selection Criteria

The following criteria ~~will~~shall be used to evaluate the viability of structures for murals:

Mandatory Requirements

- Structure Owner Interest
- Mural wall ~~is~~shall be visible from street or public space
- Property ~~is~~shall be in compliance with **all** City Codes
- ~~Mural wall shall not face the front façade of any existing single-family dwelling within 100 feet of said façade.~~
- ~~Property has~~shall have an area of hard surface which will~~shall~~ solely be dedicated to pedestrians for the purpose of taking photos of the mural. Examples of ~~existing~~ infrastructure which would meet this requirement are sidewalk, bus pad, concrete pad, parking stall, etc. ~~Property has a dedicated safe area to take photos (Sidewalk, Bus Pad, Concrete Pad, Parking Stall)~~

Commented [5]: This may need to be defined better.

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Preferred Requirements

- Accessible to pedestrian, active transportation, and transit routes
- Located in the ~~established Mural Primary Funding Locations, as established in this document~~Nodes and Corridors (Priority is given to structures in the mural nodes and secondary priority is given to structures along mural corridors)
- Located at a preferred mural location, as established in this document

- Lack of obstructions which impact the canvas area of the wall (trees, utility boxes, windows, doors, etc.)
- Improves the aesthetics on the surrounding area

Theme Selection Process

- The Jury ~~will~~shall provide feedback and preferences for themes to the [Arts Committee](#) who ~~will~~shall recommend a theme for the mural(s).
- A member of the [Arts Committee](#) ~~will~~shall bring their selected theme and location(s) to the City Council for approval.

Theme Prompting Questions

- What is the history of this structure or area?
- What is the current use of this structure or area?
- What values do we want to instill in the community?
- What can create a sense of place in North Salt Lake?
- ~~Who or what do we want to memorialize?~~
- ~~What cultural assets are there in this area?~~

Artist Selection and Design

Artists Selection Process

- The number of artists selected each year ~~will~~shall be decided by the [Arts Committee](#) based on the budget allocated by the City Council and on interest from property owners in participating.
- The City Staff ~~will~~shall distribute a Call for Artists (CFA) for the year’s mural(s).
- Once the CFA has closed, City Staff ~~will~~shall share the applications from artists with the Jury and [Arts Committee](#) to review before the selection meeting.
- The Jury ~~will~~shall provide feedback and preferences to the [Arts Committee](#) who ~~will~~shall determine the preferred artist(s) to recommend to the City Council.
- A representative from the [Arts Committee](#) ~~will~~shall bring the recommendation(s) to the City Council for approval.
- ~~Once Approved, the artist(s) will then be asked to waive their Visual Artists Rights Act (VARA) rights.~~
- The ~~awarded~~ artist(s) ~~will~~shall then ~~sign-enter into~~ a contract with the City ~~and structure owner~~ which ~~agrees to allow the artist to paint the mural on the public art easement~~ shall include, but is not limited to:
 - ~~A waiver of Visual Artists Rights Act (VARA) rights~~

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- ~~An agreed upon repair cost per square foot of mural for a period of five years,~~
- ~~Procedures for repairing the mural~~

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Artist Selection Criteria

Members of the ~~Arts Committee~~~~Arts Board~~ are encouraged to evaluate artists' applications based on the following criteria:

- Artistic excellence
- Quality of skills
- Technique
- The ability to develop a unique mural design
- Overall professionalism
- Presentation of ideas and application materials
- Experience
- Potential to successfully complete the project within the required time

Design Approval Process

- The artist ~~will-shall~~ then be commissioned to design the mural. Structure owners participating in the Mural Program ~~are-shall be~~ encouraged to work with the artist during the design process and allow them to have artistic liberty. However, the structure owner can reject the artist's final design. Once the artist has created their final design, they must get approval from the structure owner.
- Once a final design has been agreed upon by the mural artist and the mural structure owner, the design ~~will-shall~~ be reviewed by the ~~Arts Committee~~~~Arts Board~~ for recommendation to the City Council. ~~The Arts Committee~~~~Arts Board~~ ~~has-shall have~~ the ability to reject any design proposals, but ~~is-shall be~~ encouraged to only reject a design if it is deemed to be:
 - An advertisement
 - Violent
 - Vulgar
 - Hateful
 - Unsettling
 - Degrading
 - Unreflective of the character of North Salt Lake
 - Unviable to be approved by the City Council.
- A member of the ~~Arts Committee or staff assigned to the committee~~~~Mural Selection Committee~~ ~~will-shall~~ then take the recommended design to the City Council to get approval for the final design of the mural(s).

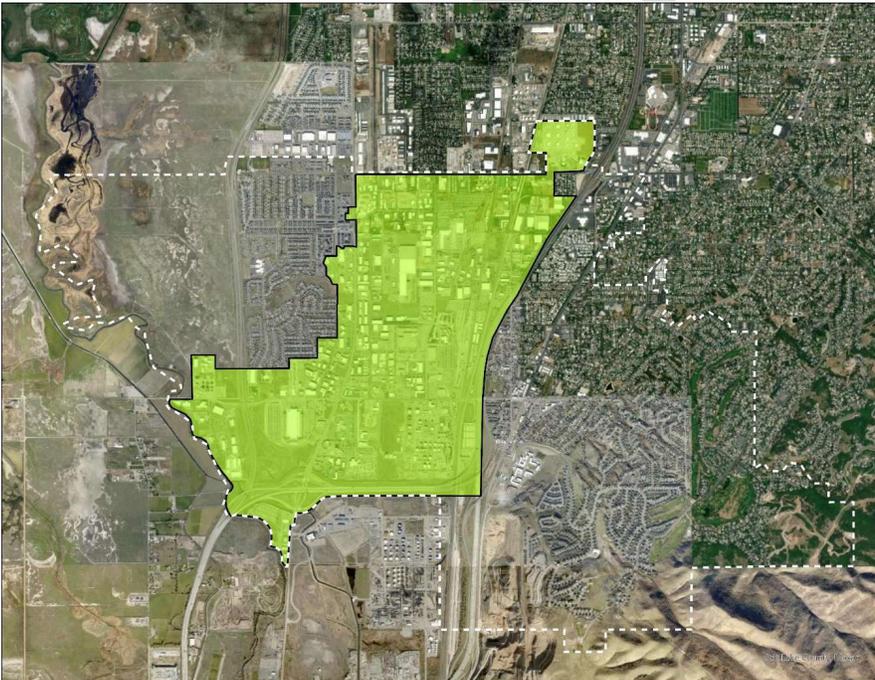
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Maintenance

- The City ~~will~~shall provide non-sacrificial anti-graffiti coating which the artist is required to apply to the mural once complete.
- A five(5)-year agreement will-shall be made with the structure owner to keep the mural intact.
- ~~After the mural has existed for 5 years, responsibility of mural maintenance shall be returned to wall owner.~~
- The City ~~is~~shall be responsible for maintaining the mural for five (5) years after completion. Within this time period, the structure owner shall be responsible to immediately notify the City of any damage or graffiti. In the event that a mural is damaged or is targeted by graffiti, the structure owner is responsible to contact the City to allow for the mural to be cleaned, fixed, or repainted.
- ~~In the event the mural is damaged or vandalized within five years of the creation of the mural, the mural shall be repaired at the expense of the city unless repairs are needed due to defective workmanship, defective materials, or an act of God.~~
- ~~If the mural is deemed to be defective in workmanship or materials, in such a way that significant repair or removal within those five years is necessary, the repair shall be at the expense of the Artist.~~
- ~~After the mural has existed for five (5) years, the responsibility of mural maintenance shall be shifted from the City to the structure owner.~~
- ~~In the event the mural is damaged or vandalized within five years of the creation of the mural, the mural shall be repaired at the expense of the city unless repairs are needed due to defective workmanship, defective materials, or an act of God.~~
- ~~In the event the owner of the mural wall-structure removes the mural within the first five (5) years, the owner of the wall-structure shall be responsible to reimburse the city for the full cost of the creation and maintenance of the mural.~~
- The property owner ~~is~~shall be responsible for maintaining ~~the~~ access to the mural (free from weeds, snow, etc.)
- The mural artist has first rights of refusal if repairs are needed for the mural.
- During the painting process, artist(s) ~~will~~shall provide a list of all paint products and color codes used in case repairs are needed.

Mural Locations

Primary Funding Locations



Priority Mural Locations

- Center Street
- 400 West
- 700 West

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- Jordan River Trail
- Legacy Trail
- Cutler Drive
- Redwood Road
- 1100 North
- Main Street

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Timeline 2025

(Dates subject to change)

- February- Mural Program adopted by City Council and funds budgeted
- February- City Staff locate structure owners with interest in a mural
- March- Community Jury is summoned
- March- Arts CommitteeArts Board recommends mural structure(s) and theme
- March/April- Mural structure(s) and theme City Council approval
- March/April- Public art easement and maintenance agreement are signed
- April- Call for Artists open
- May- Call for Artists close
- May- Arts CommitteeArts Board selects artist(s) for the mural(s)
- May- Artist(s) are approved by City Council
- May- Artist contract(s) signed
- July-- Structure owner design approval
- July- Arts CommitteeArts Board design recommendation
- July- City Council final design approval
- July/August- City Staff Applies for Discover Davis Mural Grant Fundingmural grant funding
- September- Painting period opens (painting should begin no later than September 10)
- September/October- Work on mural(s) is completed

Call For Artist Distribution Resources

Bountiful Davis Arts Center

- info@bdac.org
- 801.295.3618

Discover Davis Utah Muralist Database

- (801) 451-3237

Salt Lake City Arts Council

- Public Art Pre-Qualified Artist Pool
- <https://saltlakepublicart.org/artist-pool/>
- publicartprogram@slcgov.com
- 801.596.5000

Davis Arts Council

- boxoffice@davisarts.org
- 801.546.8575

State of Utah Division of Arts & Museums

- <https://artsandmuseums.utah.gov/public-art-opportunities/>
- 801.245.7271

15 Bytes

- <https://artistsofutah.org/15Bytes/>
- listings@artistsofutah.org
- editor@artistsofutah.org

Americans for the Arts

- <https://www.americansforthearts.org/membership>

Call for Entry café (Western States Arts Federation)

- <https://www.callforentry.org/>

CODA WORX

- <https://www.codaworx.com/>

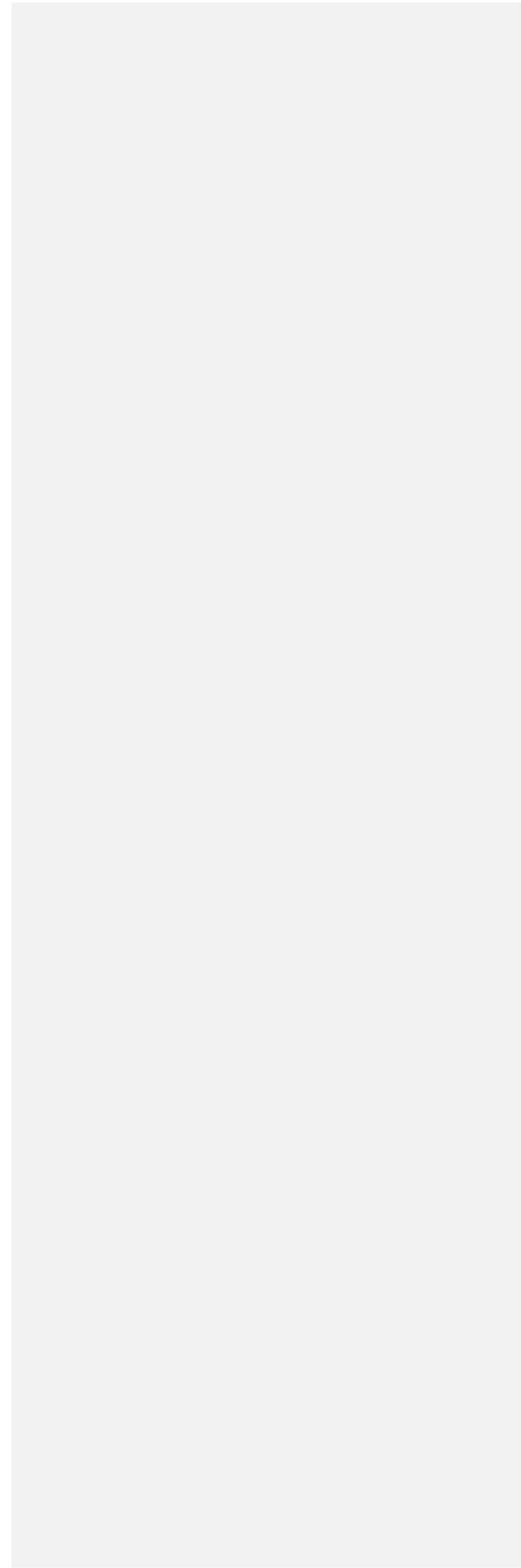
ArtCall

- <https://artcall.org/>

Local Universities (U of U, Weber State, UVU, USU, BYU, Westminster, SUU, UTT)

City Website and Social Media

DRAFT



1 CITY OF NORTH SALT LAKE
2 PARKS, TRAILS, ARTS, & RECREATION
3 ADVISORY BOARD MEETING MINUTES
4 642 NORTH 400 WEST, NORTH SALT LAKE
5 NOVEMBER 20, 2024
6

7 **DRAFT**
8

9 Peter Wirthlin, Vice Chair, called the meeting to order at 6:00 p.m.
10

11 BOARD MEMBERS PRESENT: Emily Carr; Brent Crowther; Dallas Golden; Camille Thorpe;
12 Peter Wirthlin; Councilmember Suzette Jackson.
13

14 EXCUSED: Kyle Poulter
15

16 STAFF PRESENT: David Frandsen, Assistant City Manager; Jon Rueckert, Public Works
17 Director; Randall Simmons, Public Works Operations Manager; Carmen Wilson, Public Works
18 Operations Manager; Linda Horrocks, Communications Coordinator; TJ Riley, Parks
19 Superintendent; Sherrie Pace, Community Development Director; Caden Baines, Planning
20 Intern.
21

22 OTHERS PRESENT: Laura Call, Arts Subcommittee; Thomas Call, residents.
23

24 1. PUBLIC COMMENT
25

26 There were no public comments.
27

28 2. DISCUSSION ON TRAILS
29

30 a. DISCUSSION ON CITY'S TRAILS MASTER PLAN
31

32 Sherrie Pace reported that the City was awarded a grant from the Utah Outdoor Recreation for
33 \$47,500 to fund a trails master plan with a City match of \$12,500.
34

35 b. DISCUSSION ON WILD ROSE TRAILS TO BONNEVILLE SHORELINE TRAIL
36 (BST) CONNECTION
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38 Sherrie Pace spoke on including the City's section of the Wild Rose Trail in the National
39 Environmental Policy Act (NEPA) document.
40

41 c. OTHER
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43 Peter Wirthlin mentioned snowshoe brigade events to pack down the trails.

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3. DISCUSSION ON ARTS

a. NSL READS

Camille Thorpe reported that they had a book, author, and theme for the 2025 event. She said the book would be *The Legend of the Last Library* by Frank Cole. She spoke on the process of school events, social media advertising, and the event at City Hall. She mentioned utilizing the free little libraries at City Hall. She suggested March 7th to coincide with Read Across America or in September with Utah Book Fest.

The Board discussed future or additional authors (Kyle Shupe), author events, the little free libraries, school participation (Wasatch Peak, Orchard Elementary, Adelaide Elementary), and the writing contest.

b. DISCUSSION ON DRAFT MURAL PROGRAM

Caden Baines shared the draft mural program and spoke on starting a mural program in the City. He mentioned the Discover Davis mural grant and said staff had drafted a mural program to apply in 2025. He reviewed the goals including: creating a sense of place and destination for residents, creating murals which were accessible to residents, and creating murals which highlight the history, nature, and culture of the City or was culturally uplifting.

Peter Wirthlin mentioned focusing on the existing City logo, natural assets (lake, Jordan River, sunset, mountains), the feel/culture of the City, and creating a theme.

Sherrie Pace commented that the theme could change each year.

Brent Crowther arrived at 6:15 p.m.

The Board reviewed the draft mural program which would be updated and then presented to the City Council.

Caden Baines then reviewed the mural process including 1) deciding the location and theme, 2) recommendation to City Council for approval, 3) submit request for proposals (RFP) for artists, 4) selection of artist, 5) commissioned design approval by building owner, 6) recommendation of design to City Council, 7) mural painted. He said that approval would include the Arts Board, a mural jury, and the City Council.

The Board discussed controversial themes, locations of the mural (industrial park, Center Street, and not in residential areas), obtaining public feedback, utilizing different artists, mural jury, arts committee, and cost/budget.

86 Dallas Golden arrived at 6:30 p.m.

87

88 Caden Baines mentioned he had the contact information for artists that were part of the Salt Lake
89 City Public Art Prequalified artist pool. He then reviewed the selection process including sending
90 out letters to property owners to gauge interest, Arts Board and mural jury to review locations,
91 and then a recommendation to City Council to approve building or structure. He shared the
92 mandatory requirements for the location including: interest, visible from public street, in
93 compliance with City code, and a dedicated safe space for photography. He spoke on preferred
94 structure requirements: accessibility to pedestrians, active transportation, or transit routes,
95 established nodes for preferred locations, limited obstructions, and improved aesthetics of the
96 City.

97

98 The Board discussed locations for the mural including Legacy Trail, Jordan River Trail,
99 destination locations, the industrial park, the Town Center area, and JZW (near City Hall), Center
100 Street, I-15 underpass with UDOT, Spectrum Academy, and neighborhood centers (branding).
101 They also discussed funding for all public art including murals through fundraising, grant
102 programs, etc.

103

104 Caden Baines reviewed the theme selection process with 1) a mural jury to provide feedback and
105 recommendations for themes to the Arts Board who would recommend a theme for the mural(s),
106 and 2) a member of the Arts Board would bring their selected theme and location(s) to the City
107 Council for approval.

108

109 Caden Baines reviewed the design approval process including approval by the property owner
110 and final review by the Arts Board and recommendation to City Council. He said the Arts Board
111 had the ability to reject a design if it was an advertisement, violent, vulgar, hateful, unsettling,
112 degrading, unreflective of the City, or unviable per the City Council. Sherrie Pace clarified that
113 this would allow avoiding themes that were controversial.

114

115 Caden Baines commented on the maintenance portion of the draft including: an anti-graffiti
116 coating applied to the mural once complete, a five year agreement with structure owner to keep
117 mural intact, City maintenance for five years (cleaning, fixed, or repainting), property owner
118 responsible for maintain access to mural, mural artist has first right of refusal for repairs to
119 mural, and the artist will provide a list of all paint products and color codes for repairs.

120

121 The Board reviewed the mural program and whether to have a meeting in December for further
122 review, right to remove clause (damage or aging), further research on the anti-graffiti coating,
123 mural maintenance (less than five years), and holding a Board meeting to approve mural
124 program draft prior to City Council January 21st.

125

126 Caden Baines shared the proposed timeline for the mural program:

127

- 128 • January-City staff to locate structure owners with interest in a mural
- 129 • February- mural program adopted by City Council and funds budgeted
- 130 • March-Community jury is summoned, Arts Board recommends mural structure(s) and
- 131 theme
- 132 • March/April-mural structure(s) and theme for City Council approval
- 133 • March/April-public art easement and maintenance agreement signed
- 134 • April-call for artists
- 135 • May-close call for artists, Arts Board selects artist(s) for mural(s), artist(s) approved by
- 136 City Council, and artist contract(s) signed
- 137 • July-structure owner design approval, Arts Board design recommendation, City Council
- 138 final design approval
- 139 • July/August-City staff applies for Discover Davis Mural Grant funding
- 140 • September-painting period opens (no later than September 10)
- 141 • September/October- work on mural(s) completed

142

143 Caden Baines shared the estimated costs and said that South Salt Lake paid \$4,500 per mural,
144 and Midvale paid \$4,000 per mural. He mentioned an anticipated \$4,000 to \$5,000 per mural,
145 \$600 for anti- graffiti, rental of scissor lift at \$1000 per week, use of call for Artists at \$150, and
146 travel/hotel/per diem for artists. He anticipated approximately \$6,500 per mural.

147

148 Sherrie Pace commented that the Davis Mural program was a grant match and gave the example
149 of a \$10,000 grant request with a \$10,000 match. She said the matching funds could come from
150 donations as well as City funds.

151

152 The Board agreed to review the draft mural document and provide any edits or revisions.

153

154 4. DISCUSSION ON CITY EVENTS

155

156 a. HALLOWEEN SPECTACULAR

157

158 The Board spoke on improvements for future races including a better race route next time
159 including a finish line in the park where the other events were located, race route away from
160 traffic, tracking race times, and offering a shirt. They reviewed making this a break-even event,
161 who had responsibility for paying vendors, volunteers, donated pumpkins (Cross E) and donuts
162 (Lees), Eaglewood Golf Course participation, and the carnival.

163

164 b. WINTER LIGHTS FEST

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166 Linda Horrocks provided a synopsis of the Winter Lights Fest event including lights installed on
167 the trees and the building at City Hall, tree lighting with countdown, carolers, SDMFA fire truck
168 with Santa and Mrs. Clause, activities including Santa, photo ops, cocoa/cookies, face painting,

169 fire barrels, followed by cleanup at 8 p.m. She also presented a map showing the locations for
170 each activity and details for Public Works (garbage can and fire barrel placement, etc.). She
171 noted the event would be held on December 2nd and the need for 26 volunteers.

172

173 c. INCORPORATING FOOD PANTRY DONATIONS AT CITY EVENTS

174

175 Linda Horrocks mentioned the Center of Hope food pantry and food donations at the Winter Fest
176 event. She said the food drive would continue through the month of December.

177

178 d. OTHER

179

180 The Board discussed themed stickers for events and/or an event passport.

181

182 5. CITY COUNCIL UPDATES

183

184 Councilmember Jackson provided an update on the PTAR Board being split into separate
185 committees. She said this would occur after bylaws and structuring had been completed by staff.

186

187 6. APPROVAL OF MINUTES

188

189 The Parks and Arts Board minutes of October 22, 2024 were reviewed and approved.

190

191 **Peter Wirthlin moved to approve the Parks, Trails, Arts, and Recreation Advisory Board**
192 **minutes from October 22, 2024 as written. Suzette Jackson seconded the motion. The**
193 **motion was approved by Board Members Carr, Crowther, Golden, Thorpe, and Wirthlin.**
194 Board Member Poulter was excused.

195

196 7. ADJOURN

197

198 Dallas Golden adjourned the meeting at 8:14 p.m.

199

200 *The foregoing was approved by the Parks, Trails, Arts and Recreation Advisory Board of the City*
201 *of North Salt Lake on January 14, 2024, by unanimous vote of all members present.*

202

203

204

205 _____
Wendy Page, City Recorder