

ADOPT-A-TRAIL PROGRAM **HANDBOOK**

A Practical Guide to Trail Maintenance in Provo



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ADOPT-A-TRAIL PROGRAM SUMMARY

- **The Adopt-A-Trail program runs between March 1 and November 30 of each year.** Trail sections may be adopted by both groups and single individuals.
- **Participants provide regular maintenance/care on a trail section of their choice, throughout the Adopt-A-Trail season.** This includes both “basic” maintenance on their own, and “advanced” maintenance in partnership with Provo Parks.
- **Trail adopters track and report all hours/tasks worked on their trail section to Provo Parks.** Maintenance is encouraged on a monthly and biweekly (every 2 weeks) basis. On average, “basic” tasks take 4-10 manhours per month.
- **Free support is available to all Adopt-A-Trail volunteers.** This includes tools, workgloves, disposable and one-time-use supplies, training, prep work, power tools/heavy machinery, landscaping materials, “follow-up” assistance, and other requests.
- **Adopters report any issues/concerns they observe to Provo Parks.** Participants are requested to send pins, coordinates, and/or photographs with their report to make followup easier.
- **The Volunteer Services Coordinator is the primary Provo Parks contact for the Adopt-A-Trail program.** The Coordinator can be reached at (801) 852-7607. If the Coordinator does not respond within 2-3 business days, or if it is a safety concern, participants may contact the Parks Trails Supervisor at (801) 852-7609 or the Parks Main Office at (801) 852-6606.
- **Participants and Provo Parks collaborate together to achieve the four goals of the Adopt-A-Trail Program.** These goals are to:
 1. Improve safety at trails, trailheads, and trail-affiliated parking areas by keeping them clear, clean, and repaired;
 2. Maintain these areas to provide an enjoyable and pleasurable recreational experience for all trail users;
 3. Help minimize environmental impact of trails and their users;
 4. Provide awareness about the importance and duties of maintaining public lands and trails.

**ON BEHALF OF PROVO CITY PARKS AND RECREATION,
WE THANK ALL ADOPT-A-TRAIL PARTICIPANTS FOR THEIR
STEWARDSHIP AND SUPPORT.**

**ADOPT YOUR OWN TRAIL SECTION TODAY
AT [PROVO.ORG/PARKVOLUNTEERS](https://www.provo.org/parkvolunteers).**

INTRODUCTION TO PROVO TRAILS

One of Provo's greatest assets is its geographic location. With the majestic Wasatch Mountain range forming the city's eastern boundary and Provo River running through the city to Utah Lake on the west, Provo has uncommon natural beauty and offers a wide variety of outdoor recreation opportunities.

In order to preserve and develop access to these wonderful natural areas, Provo City has established partnerships with the US Forest Service, Utah state government agencies, local businesses, philanthropic organizations, and hundreds of citizen volunteers to continuously develop and interconnect **more than 200 miles of paved and unpaved trails** within city limits and surrounding regions.

Over the past many years, these trails have seen increasing usage. More and more people are hiking, walking, jogging, bicycling, horseback riding, and roller blading/skating. We love this development! We are excited to see so many people outdoors and enjoying what nature has to offer.

At the same time, increased use of both paved and unpaved trails has also increased the amount of maintenance required to keep them clean and safe.

UNDERSTANDING TRAIL JURISDICTION

Even though **trails ought to be primarily maintained by the same people who use them**, this often is not the case. As a result, many trails within Provo City limits are assigned to city government agencies, with responsibilities divided between the Parks & Recreation Department, the Public Works Department, and other divisions.

Other involved organizations can include neighboring cities, Utah County, state agencies, or even local businesses and neighborhoods.

It is important to understand that **many trails have shared jurisdiction**. This means a few miles of one trail might be managed and maintained by one organization... but then a little further down the exact same trail, the management and maintenance becomes the responsibility of a different program! Knowing that a single trail may be divided between multiple organizations is important when reporting issues and making requests. Due to shared jurisdiction, it can often be difficult to make consistent changes along all sections of a single trail.

INTRODUCTION TO ADOPT-A-TRAIL

Without proper care and cleanup, trails tend to deteriorate and become unsightly. In order to keep trails open, safe, and clean, and to help better allocate government resources, Provo City's Parks & Recreation has implemented an **Adopt-A-Trail** program.

Through this volunteer-run program, individuals and groups collaborate with Provo Parks to assume responsibility for the basic maintenance and cleanup of a selected trail section.

This way, **those who benefit from the trails can also share in their stewardship**, and ensure they remain safe, minimally obstructive to the environment, and recreationally satisfying.

Adoptable sections can vary year-to-year, but Provo Parks usually oversees, or shares stewardship over, sections from the following trails:

- Provo River Parkway Trail (PRT)
- Bonneville Shoreline Trail (BST)
- Lakeview Parkway Trail
- Carterville Trail
- College Connector Trail
- South State Trail
- Foothills Connector Trail
- Lover's Lane

For an up-to-date list of adoptable trail sections, and for a map of all trails available for public use, please visit parks.provo.org or contact the Parks Volunteer Services Coordinator at (801) 852-7607.

PROGRAM GOALS

Both volunteers and Provo City collaborate to work towards the four goals of the Adopt-A-Trail Program, which are to:

1. Improve safety at trails, trailheads, and trail-affiliated parking areas by keeping them clear, clean, and repaired;
2. Maintain these areas to provide an enjoyable and pleasurable recreational experience for all trail users;
3. Help minimize the environmental impact of trails and their users;
4. Provide awareness about the importance and duties of maintaining public lands and trails.

EXPECTATIONS OF VOLUNTEERS

Adopt-A-Trail participants agree to provide “regular” maintenance and care along your trail section. But how you define “regular” is up to you!

Basic maintenance and cleanup tasks may include tasks such as weeding, pruning back overgrowth, graffiti removal, or litter pickup. Most basic care can be completed by anyone, and doesn’t require any special tools or training.

More **“advanced” maintenance** may include tasks such as clearing downed trees, removing stumps or pruning large tree branches, “winterizing” the trail, or closing off shortcuts (also called “social” trails). Before beginning any “advanced” maintenance, it is important to coordinate with Provo Parks for approval and additional assistance.

See [“Types of Maintenance & Care”](#) section later in the Handbook for additional explanations and images.

VOLUNTEERING WITH A GROUP?

Be sure to designate a Group Representative! During the Adopt-a-Trail season, this individual should:

1. Ensure all group members **sign the Provo Parks waiver**
2. **Schedule “basic” cleanup** days with the group (biweekly/monthly basis)
3. Arrange **at least one “advanced” maintenance task** in collaboration with Provo Parks
4. **Submit the group’s service hours** to the Coordinator each month
5. **Request support** and **report concerns** as-needed

FREQUENCY OF CARE

Care and maintenance of your trail section happens when you want, where you want, and can be built around YOUR schedule. That said, most groups can expect on average to **spend 4-10 manhours each month** for walkthroughs and cleanup. But this will vary, depending on your trail section’s length, the number of people in your Adopt-A-Trail group, and the types of individuals/groups who use your trail section!

The following outline is a suggested schedule to follow. Feel free to adapt it to your own group’s needs.

1. **Upon application approval:** Kick off with an orientation hike, to (re)familiarize yourself with the trail. This can be done on your own, or, you can arrange to make the hike with a Provo Parks team member, to discuss needs of your specific trail/group.

2. **Biweekly basis:** Complete a hike/walkthrough of your section to check overall conditions. Report any issues you may find to the Volunteer Coordinator.
 - ⚠ **Whenever it rains:** Complete a hike/walkthrough after rainfall to check for water pooling, drainage concerns, and any signs that the “trail tread” (the “walkable” area) has narrowed. (See “[Erosion and Trail Tread Repair](#)” section for images.) This is especially important for unpaved trails like the Bonneville Shoreline Trail. But even paved trails like the Provo River Parkway Trail can be negatively impacted by rainwater or nearby sprinkler systems.
3. **Biweekly or monthly basis:** Complete cleanup and maintenance tasks, described more in detail below. (These can also be completed during the biweekly walkthroughs!)
4. **At least once during the season:** Organize a small or large group, and coordinate with Provo Parks to complete one or more “advanced” maintenance tasks.
 - You can arrange these as frequently as you’d like, but we highly suggest scheduling at least one!
 - Please try to reach out at least 1-2 weeks in advance. We want to ensure we have sufficient time to approve the project and complete any required prep work.

TRACKING HOURS & TASKS

Accurate tracking allows us to build accurate reports of the maintenance (and funding) required for each trail section. It also allows us to provide YOU an accurate summary at the end of your season for the service you provided!

Please plan to report all service hours for you/your group members to the Volunteer Coordinator. You can report these hours as you complete them, or, you can keep track of them throughout the month. At the beginning/end of each month, the Volunteer Coordinator will follow-up with you or your group representative to confirm that month’s number of hours and the types of tasks completed on your trail section.

As you decide which trail section to adopt, please **set reasonable expectations** regarding both the type of section you can care for, and the number of hours you can consistently volunteer each month.

IF YOU FIND YOURSELF STRUGGLING...

Life happens! You're not going to get in trouble for reporting "zero" hours during a given month. However, we do expect accountability and honesty from our Adopt-A-Trail participants.

If no walkthroughs/maintenance tasks can be completed for **2 months in a row**, it is your responsibility to:

1. **Communicate** this to the Coordinator before the end of the 2nd month. They will discuss your group's needs and potential options.
2. **Find another individual/group** who can either A) Help you finish the season, or B) Adopt the section on your behalf.
3. **After 1-2 weeks:** If unable to complete any maintenance or find help/a replacement, inform the Coordinator your section should be opened to the public for **re-adoption**.

REQUESTING SUPPORT

Adopt-A-Trail participants are **encouraged to ask for and receive help** from our Provo City Trails team. All assistance is free.

You're not required to use these resources—most basic care/maintenance tasks can be completed without help from us! But for many "advanced" maintenance tasks, you may find these resources helpful.

Types of support that can be requested include (but are not limited to):

- **Tools** such as rakes, shovels, wheelbarrows, pruning shears, pickaxes, handsaws, weeding tools, or other items
- **Disposable/one-time-use supplies** such as paint, graffiti removal spray, scrub pads, garbage bags, work-gloves, etc
- **Training** (online or in-person) on topics such as identifying plants, first aid, pruning brush, removing graffiti, or repairing trail tread
- **Prep work** to make a project easier, such as highlighting areas with spray-paint or flags, spraying weed-killer to make weeds easier to pull, or bringing in a temporary dumpster
- **Power tools** like leaf-blowers, electric saws, shop vacuums, trimmers, etc or **heavy machinery** such as tractors, chippers, dump trucks, excavators, etc (Note: Usage may be restricted to Parks Staff only)
- **Landscaping materials** including flowerbed mulch, sandpit sand, landscaping rocks, bricks, cement blocks, sandbags, flowers, tree saplings, plants, seeds, and/or signage

- **“Follow-up” assistance**, for example, bringing a truck to load up garbage bags after a leaf-raking project, or, completing a task on an unfinished project
- **And more!** Just because it’s not listed here, doesn’t mean it’s unavailable. Speak with our Volunteer Coordinator to discuss options and additional resources.

When requesting City assistance, please provide as much advance notice as possible. We can occasionally provide tools and supplies with less than 24 hours’ notice—but most support will require that our Trails team be informed several days (or weeks) in advance.

“ADVANCED” MAINTENANCE PROJECTS

At least once during the Adopt-A-Trail season, **we invite you to organize a group project to complete an “advanced” maintenance task** in collaboration with Provo Parks. You can arrange these projects as frequently as you’d like. But we advise scheduling *at least one* at the beginning, during, or at the end of the season!

If you’ve adopted an entire section by yourself (or are working with a single partner), we encourage you to reach out to friends, family, church members, neighbors, coworkers, or classmates to arrange these one-time projects. Your group doesn’t need to be large, but many hands make light work!

To arrange a group project, contact the Volunteer Coordinator and be prepared to provide the following details:

1. Preferred project dates/times (please provide some flexibility),
2. Estimated group size,
3. Suggested task(s) to be completed, and
4. Any City support you’d like to request (see previous [“Requesting Support”](#) section for suggestions).

The Volunteer Coordinator will then work with you and our Parks management team to approve the project, ensure your Adopt-A-Trail group has any desired City support, complete any necessary prep work, and arrange for a Parks rep to be available for day-of/on-site support.

SEPTEMBER SERVICE RUSH

Due to the high influx of Provo Parks service projects in the month of September, please avoid scheduling “advanced” maintenance tasks during that month.

⚠️ WHAT TO REPORT

As you monitor the overall conditions of your trail, plan to report to Provo Parks any issues you observe, or things that seem out of place. Typically, you can make a report by emailing, texting, or calling the Volunteer Coordinator (see next section, "[Who Do I Reach Out to?](#)").

Things you likely should report include (but are not limited to):

- Landslide deposits
- Obstructions, blocked areas, or alterations (natural or man-made)
- Vehicle tread-marks, firepits, fireworks, and/or campsites in undesignated areas
- Graffiti or signs of vandalism
- Damage to nearby sprinkler boxes, power-lines, etc.
- Indications of homeless individuals residing in the area
- Trail sections which need realignment, reconstruction, or repair
- Flooding/water pooling
- Sprinklers watering the sidewalk instead of the grass
- Anything you feel uncertain about!

Whenever possible, please send a pin, coordinates, and/or photographs when making a report. The more information you provide, the easier it'll be for our Trails team members to locate the site and followup!

WHO DO I REACH OUT TO?

After your Adopt-A-Trail application is submitted, our **Provo Parks Volunteer Services Coordinator** will reach out to you/your group representative to provide confirmation, and additional info.

The Coordinator is your **primary contact** for Provo Parks for the Adopt-A-Trail program. Please save their email/phone number, and contact them to:

- Record your service hours
- Request support
- Report problems/issues
- Arrange advanced maintenance tasks
- Withdraw from the Adopt-A-Trail program

The Volunteer Coordinator's office phone number is **(801) 852-7607**. They may have a cell phone as well. Please check your email for this information.

If the Coordinator does not respond within 2-3 business days—or if it is a safety concern—you can also reach out to our Provo Parks Trails Supervisor at **(801) 852-7609** or the Provo Parks Main Office at **(801) 852-6606**.

TYPES OF MAINTENANCE & CARE

The “when” and “how” of trail care will look different for each trail section, but “what” you end up doing will often be the same! Below are listed some of the most common types of maintenance our Adopt-A-Trail participants provide, over the course of the season.

LITTER PICKUP AND WASTE REMOVAL

Most trail sections do not have City-issued garbage cans, due to the lack of municipal waste removal services in these out-of-the-way areas. As such, litter pickup and waste removal are important components of the Adopt-A-Trail program.

Help keep your trail section clean by removing all litter, garbage, dog waste, and other trash from the trail and its surroundings. Use bags to carry the waste to the nearest garbage can or public dumpster.

If you feel your trail section would benefit from “Pack It In, Pack It Out” or “Leave No Trace” signage, or if your section features a Trailhead where a trashcan could be accessed, please submit a request or suggestion by reaching out to the Volunteer Coordinator.

TRAIL CLEARING

How clear is the path ahead? Is it obvious you’re on an established trail? Or rather, does it seem like you’re an adventurer, forging a new path through the underbrush?

Help trail users avoid uncertainty and potential hazards by making it clear where the path is. “Trail clearing” or “clearing the passageway” is all about **improving visibility and removing obstacles** on the trail—whether paved or unpaved.

This may include (but is not limited to):

- Trimming back bushes, trees, and vegetation overgrowth
- Hauling fallen branches or large stones (3+ inches) off the trail
- Raking away leaves hiding the trail from view
- Removing tripping hazards like small roots and loose stones

ROOTS’ RULE OF THUMB

- If roots are parallel with the trail (||), remove them! These can funnel water along the path to create pooling, erosion, and slipping hazards.
- If roots are perpendicular (—) to the trail AND fairly flush with the ground (not sticking out as a tripping hazard), you can leave them.
- To remember this, try using the rhyme, **“Follows me, an enemy / Turned to side, can pay no mind”**

LANDSCAPE MAINTENANCE

It's not just the trail itself that needs upkeep. The plants, rocks, fences, and objects running along the trail itself also need care! This will include maintenance tasks such as weeding; pruning and trimming; repairing public fences; removing dead or fallen trees; refilling rock-beds; adding mulch; planting flowers; and other ideas to beautify the existing natural landscape.

Most trail clearing and landscape maintenance during the Adopt-A-Trail season will be quick-and-easy, "basic" care. However, **at some point during the season, the work required may feel like a "bit much."**

You might see the plant growth and think to yourself, "I don't really have the time or energy for that this week—maybe the next time I visit." Or, you might like to see the flowerbeds/rock-beds a little "fuller," but you don't want to do it yourself.

When you notice these kinds of thoughts (*especially* several times in a row), it's actually a sign that your trail is ready for an "advanced" maintenance project. Begin gathering a group, and contact the Volunteer Coordinator. They're there to make it a collaborative effort, and help you in acquiring the needed materials. After all, one of the goals of the Adopt-A-Trail program is to work together with Provo Parks, to ensure an "enjoyable and pleasurable recreational experience" for all trail users!

Due to private property and jurisdiction concerns, **volunteers should focus primarily on the strips of land running directly on either side of the trail.** If you notice a concern or have an idea for further away off the trail (especially in more urban areas, like the Provo River Parkway Trail), please do not handle it yourself right away, but speak to Provo Parks for approval. See also "[A Note on Private Property](#)" at the end of this section.

SIGN MAINTENANCE

Trails often have a surprising amount of signs! Some provide directions. Others identify a landmark or point of interest. Many remind users of trail etiquette, and expectations along the route.

Like anything else, all signs need occasional maintenance and replacement. For signage along your section, we recommend you:

- Confirm signs are **straight and properly attached** and posts are straight/secure in the ground. Tighten and straighten.
- Report **vandalism and damaged/missing signs**. Remove any mild-to-moderate graffiti. If severe, request a replacement.

- Identify signage that is **faded, illegible, outdated, or out-of-season**. Re-paint, re-sticker, or request replacements as-needed.
- Clear overgrowth/weeds around the **signpost base**. Trim back any branches **blocking** the sign from view.

As always, if you're unsure what to do about a particular sign, reach out to your Volunteer Coordinator. They can help provide graffiti removal supplies, paint/varnish, mileage labels, or replacement stickers specific to your trail section. They may also be able to put in an order for a brand-new sign to be installed, if you feel it would benefit your trail section.



Examples of signs/stickers you might see (or request to be installed) along your trail

GRAFFITI & VANDALISM REMOVAL

Before starting any cleanup, please document and report all vandalism to Provo Parks. Our Parks division will forward your report to the Provo Police, and depending on the vandalism's location, scale, and severity (and if you want the extra help), they may be able to collaborate in its removal/cleanup. Please consider including a "pin" or coordinates, photographs, and other details in your report to make it easier for our teams to respond efficiently.

When it comes to graffiti removal (like most stain care), remember, "The sooner, the better." Not giving time for graffiti to "set in" will make cleanup process much easier/faster! Start with gentle removal methods, then work your way up to more aggressive means.

Common graffiti removal methods include:

- **Paint thinners** such as mineral spirits, lacquer thinner, or acetone (good for metal surfaces, glass surfaces, and unweathered and sealed wood; NOT good for plastic surfaces or weathered/unsealed wood)
- **Graffiti-removal products** like Goof-Off (good for metal surfaces)
- **Light-penetrating oils** such as WD-40 or 3-in-1 (good for plastics)

- Sanding with ultra-fine **steel/bronze wool or sandpaper** (good for plastic surfaces, or glass when combined with water)
- Metal **scrapers or razor blades** (excellent for glass surfaces; use a holder and scrape at a 30° angle)
- **Sandblasters** (good for stone surfaces)
- **Power-washers** (good for metal surfaces, and lower pressures under 700 PSI good for stone and unweathered/sealed wood—just don't use too narrow of a tip, or push the stain deeper in)
- **Paint** (good for any surface; may need future upkeep/repainting)

Don't hesitate to use multiple removal methods—but ideally, try to “spot test” methods/materials first on a small, unimportant area, such as the back of the surface, or near the base. Note that vandalism on valuable surfaces, historic buildings, or unstable materials may need to be delegated to Provo City or other professionals, so please request additional support/approval for these kinds of sites before attempting cleanup.

Depending on scale, location, and severity, **vandalism/graffiti removal will fall on a spectrum between “basic” and “advanced” maintenance.** Always use caution and proper safety wear—including eye protection, gloves, etc—during cleanup. If the vandalism involves broken glass or sharp objects, please dispose of the shards in a sealed, clearly-labeled cardboard box or container, and keep separated from other trash.

To request any supplies/materials, training, or other kinds of support for vandalism/graffiti cleanup, please contact the Volunteer Coordinator.

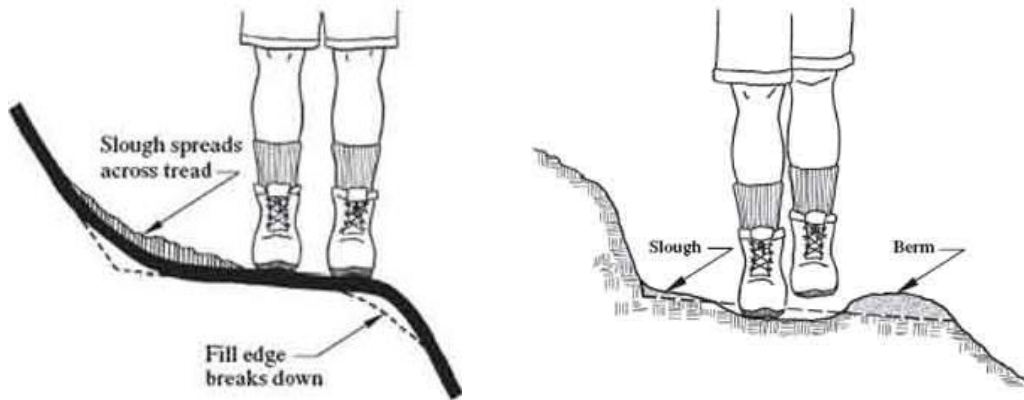
EROSION AND TRAIL TREAD REPAIR

For some trails, especially unpaved ones like the Bonneville Shoreline Trail, **the slopes on either side of a path can become less defined.**

When slopes shift like this, it can:

1. Change the direction of downhill water travel;
2. Make the path resistant to water absorption; and
3. Lead to the “trail tread” (the area of “walkable” surface) narrowing over time and becoming more dangerous.

Additionally, when a trail becomes *too* packed down or paved improperly, this can lead to **resisted water absorption and pooling.** Puddles may be fun to look at—or even splash through. But they make it easier for “slough” to build up along the inside of an unpaved trail as well as for “fill edge” to break down along the outside edge.



Images courtesy of "[Trail Construction and Maintenance Notebook](#),"
United States Forest Service, Department of Agriculture

If you notice logs, overgrowth, large “berms,” or other barriers on the outside edge of the trail significantly preventing water runoff (and creating places for water to pool), these objects should be removed. Just take care not to break down the “fill edge” during removal!

Similarly, if you notice ruts, holes, or divots along your trail where water is able to form puddles, try to **fill them with firmly-compacted rock/gravel**.

If you believe that a trail tread needs more realignment or reconstruction than a “quick fix” can offer, please contact the Volunteer Coordinator for assistance/approval, *before* beginning any repairs. Sending photographs via email or text can help expedite this process.

CLOSING SHORTCUTS AND “SOCIAL” TRAILS

One of the four goals of the Adopt-A-Trail program is to “help minimize the environmental impact of trails and their users.”

One of the ways trail users negatively impact the environment is by creating shortcuts, also known as “social” trails. These can be created either due to the inconvenience of the original pathway, or, due to erosion/lack of clarity where the original trail is supposed to be.

Closing off social trails is considered an “advanced” maintenance task. Our Provo City Parks team will assess which “social” trails are too heavily trafficked to realistically close—and will provide signage and training on how to remove and block off the shortcuts.

If you notice social trails on your section, especially ones with an increasing amount of foot traffic, please send photos and location information to your Provo Parks representative.

FIREPIT REMOVAL

According to the Wildland Fire Management Information (WFMI) and U.S. Forest Service Research Data Archive, **about 85% of wildfires in the United States are caused by people.** Most are accidental. But unattended firepits and burning debris are amongst some of the most common causes!

As a reminder, if you see signs of DIY firepits or fire-rings along your trail section, these should be reported to Provo Parks (see "[What to Report](#)"). Our Parks division will forward your report to the Provo Fire department.

After documenting an unapproved fire-ring and making a note of its location, make sure the fire debris is completely cold, then remove all evidence of the fire.

If any ashes are still warm, douse them with water/sand, while stirring with a stick. Listen for crackling/popping while you stir (which may indicate heat pockets). Avoid any steam created.

It's incredibly important a **firepit's contents should be completely cooled** before scattering. Warm ashes—even if they aren't red or glowing—are later able to be revived into a full fire. (Which is a really neat thing to take advantage of, when you're camped at a designated campsite, and you've run out of matches in the morning. It's less neat when left behind to potentially cause a wildfire.)

If the ground was firmly packed down to create the pit, try to stir up the soil with a stick, or even your feet. This will help with water reabsorption.

Scatter any ring-rocks in **several different directions**. Do the same for any firewood/kindling!

DO YOU KNOW WHICH FIRE RESTRICTIONS ARE IN PLACE?

To find out Provo's current fire restrictions, visit utahfireinfo.gov or contact Provo Fire & Rescue at (801) 852-6321.

WINTERIZING THE TRAIL

Usually, the kinds of trails that need winterization are urban, high-foot-traffic trail sections—but both at the start of spring and throughout the Adopt-A-Trail season, **pay attention to the plants along your trail.**

During spring, you may observe signs that your trail needs "winterization" at the end of the Adopt-A-Trail season. These can include:

- Landscape flowers/grasses **cropped close to the ground** (perennials prepped for winter)

- **New adult flowers suddenly appearing** in the flowerbeds (annuals planted by a Grounds crew or local community members)
- A large number of **dead flower/grass plants** (annuals/biennials that didn't get pulled before winter—unless the winter was particularly harsh and killed the regular perennials)

It is natural and necessary for perennials to go dormant and “hibernate” over winter. Winterizing prepares them for this dormant period. **Trail winterization focuses on 3 tasks: mulching, pruning, and pulling.** It should usually be delayed till after the first “hard freeze” of the year (when the temperature falls below 28° for 2 hours or longer).

Add mulch to be at least 2–3 inches deep. Mulching provides insulation against “frost heave,” which happens when plants are pushed out of the soil due to multiple thaws.

Prune perennial landscape flowers and grasses down to ground-level. When pruning bushes and trees, try to only remove “dead” branches/limbs, since pruning can invite new growth.

Annual landscape plants should be pulled up and removed along with weeds. This will eliminate hiding places for pests, and decrease the amount of cleanup required in spring.

Due to the mulch required and the importance of distinguishing between annuals and perennials, winterization should be considered an “advanced” maintenance task. Please contact the Volunteer Coordinator for supplies and support before getting started.

ANNUAL OR PERENNIAL?

To tell the difference between an annual vs. perennial plant, observe its **flowering** over the course of the Adopt-A-Trail season. Annuals tend to have flowers for the entire growing season. But flowers on perennial plants will disappear, after a short blooming period!

A NOTE ON PRIVATE PROPERTY

Collaborating with local neighbors along the trail is especially important when trails border, or even cross, private property. **Carterville Trail, Lover's Lane, and some sections of the Bonneville Shoreline Trail** are all examples of trails where jurisdiction is shared with private property owners.

We encourage you to meet and establish a relationship with the local neighbors along your trail section. Introducing yourself might be nerve-wracking, but it will feel worthwhile as you continue to say hello and collaborate over the course of the Adopt-A-Trail season!

Let the neighbors know you're a local volunteer participating in the Provo City Adopt-A-Trail program. If you want, let them know what kind of tasks you're working on, and where you'll be working. Ask them if there might be any tasks they'd like done (or left alone) on the trail/on the areas bordering their property.

The fourth goal of the Adopt-A-Trail program is to "Provide awareness about the importance and duties of maintaining public lands and trails," and introducing yourself to neighbors as a member of this program is a great way to do this!

We encourage Adopt-A-Trail participants to try to focus their maintenance tasks on public lands. However, if you do notice private property bordering the trail that needs significant weeding, pruning, repairs etc., it can be a meaningful experience to collaborate with local neighbors—especially ones you've previously met and established a relationship with. **Always acquire permission from property owners before attempting any work on/bordering their property.** Additionally, always assume any consent is "one-time-only," unless you acquire permission to return. Don't assume that because they granted you permission to weed, it's also okay to prune the rosebushes!

Due to the municipal nature of the Adopt-A-Trail program, **Provo City Parks is unable to provide support for maintenance tasks completed on private property**, including materials, teams, prep/followup work, etc. However, that doesn't mean you—a local volunteer—can't help.

When reporting Adopt-A-Trail volunteer hours and tasks, please note how much time was spent volunteering on private property. We cannot count those hours in our own Parks Volunteer Program reports, but we can make sure they're included in your end-of-season service letter.

STAY SAFE!

Of the four goals of the Adopt-a-Training program, **your safety and the safety of others** is our first and foremost priority.

Before going out onto the trail, be sure to learn the basics of emergency first aid, and acquaint yourself with the poisonous plants and aggressive animals local to your area.

Many of our eastern trails—including the Bonneville Shoreline Trail—frequently have poor cell phone/GPS coverage, or none at all. Take precautions by informing others where you'll be!

DRESS APPROPRIATELY

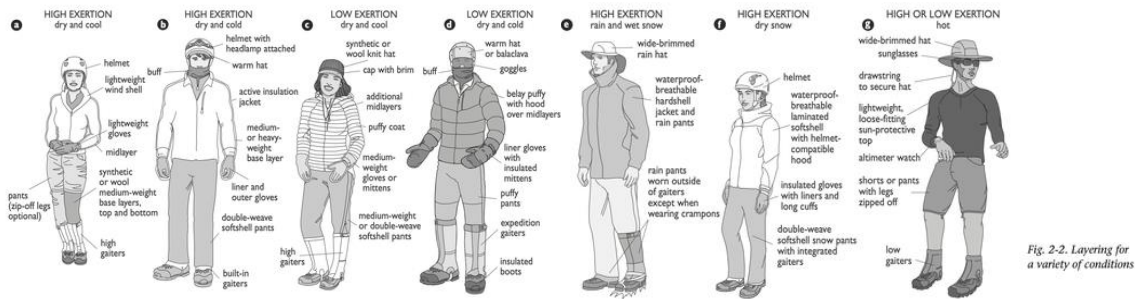


Fig. 2-2. Layering for a variety of conditions

Image courtesy of "[Mountaineering: The Freedom of the Hills, 9th Edition](#)," Mountaineer Books, 2017.

The Adopt-A-Trail season runs March 1–November 30, which includes some of spring, all of summer, and most of autumn. Thus, for most hikes and walkthroughs during the Adopt-A-Trail season, you can use the 4 L's for clothing: **Layered, Long, Loose, and Light**.

- Layers help with temperature control. In cooler weather, base layers are usually skin-tight and made of sweat-wicking materials; mid layers act as warm insulation; and outer layers are often made of synthetic water and wind-resistant materials. In summer, an extra layer might be just a jacket tied around your waist!
- Long sleeves/pants can provide protection from the sun, poisonous plants, and branches.
- Loose clothes reduce likelihood of dehydration and are easier to move in. (If snagged, they're also less likely to tear/rip.)
- Light-colored and lightweight fabrics can also help with temperature control and protection against the sun.

Clothing needs will vary, according to the weather, types of tasks you're completing, required exertion level, and other factors. Heavyweight fabrics will be better suited for hands-on tasks on the trail— like weeding, pruning, or working with brush.

If your trail section is located near a high-traffic road—or if your group is intending to use any power tools—**Provo Parks may require your group to wear protective gear** such as brightly-colored safety vests, hard hats, eye protection, and/or ear plugs, before beginning your maintenance. If you do not have these kinds of safety items, but would like to borrow some from Provo Parks, please contact the Volunteer Coordinator.

DON'T COME EMPTY-HANDED

Always bring water. Most trails in the Adopt-A-Trail program do not have easy access to clean drinking water!

Consider bringing a **first-aid kit** on your biweekly maintenance as well, in case of injury. It doesn't have to be large—even just having an antiseptic wipe, bandage, and a few ibuprofen on-hand can make a difference.

Depending on the weather (and how long you expect to be on your trail), high-protein snacks, sunscreen, insect repellent, hat/sunglasses, or rain-gear may be helpful.

Many of Provo's eastern mountain trails are often "off the beaten path." For these trail sections, you may wish to bring additional emergency items when you go out. Rope, extra food/clothing, a compass, matches, a small flashlight, a more substantial first-aid kit, or a physical map can all end up being life-saving.

TAKE PRECAUTIONS & USE YOUR JUDGMENT

Each trail section is unique. Some are remote, others are near high-traffic roads. Some are paved and prone to slipping hazards; others are narrow and easily overwhelmed by vegetation overgrowth. Adopt a trail within your capabilities. During your orientation hike, your entire group should try to familiarize themselves with the section's potential hazards.

When doing walkthroughs and maintenance tasks, be aware of hazardous footing caused from water, loose rocks, or vegetation.

Take a firm, balanced and comfortable stance when using tools. Check overhead and underfoot for obstacles, as well as in the "swing area" where the tools will be used. Set unused items aside, where they don't present a safety risk.

If it's not safe, don't do it. Emergency *prevention* is a lot easier than emergency *response*.

TRAIL ETIQUETTE

Signage can remind you of the rules and expectations for trail etiquette. But for both paved and unpaved trails, basic etiquette includes:

- **Make room.** Stay to one side of the trail to allow for room to pass. Max of 2 side-by-side riders when cycling/skating (stay single-file when pedestrians are present).
- **Give warning.** Please clearly and loudly say, "On your left!" or "Behind you!" before passing other trail users. Provide them enough time/space to respond, before you begin to pass.
- **Keep your dog leashed.** City ordinances require this in all public areas—including trails. Violation fines range from \$20-\$200, or

even potential seizure of the animal. **Regardless of how friendly or well-behaved your dog is, keeping them leashed is a matter of both safety and general courtesy.** The only public area within Provo City limits where dogs are permitted off-leash is the fenced dog-park at Bicentennial Park.

- **“Pack it in, pack it out.”** Just because it’s compostable, doesn’t make it okay to leave behind! Orange peels are not part of the natural environment, and neither is dog waste. ☹️ (Fines for dog waste actually range between \$50-\$400, or even potential seizure of your pet, for repeat offenders. So be sure to pick up that poop!) “Pack it in, pack it out” is part of a larger nationwide initiative called **Leave No Trace**, which you can learn more about at [LNT.org](https://lnt.org).
- **Let slower trail users pass first.** Yield/right-of-way in the following turn order:
 1. Always let **horses** go first.
 2. **Hikers**, walkers, and runners next.
 3. Then **skaters** (skateboards, rollerblades, and foot-scooters).
 4. Then **bicycles**.
 5. Finally, **City vehicles**.You can try to remember this with the silly acronym: *Hairy Hikers Skate By the City*, or just remembering that the slowest trail user always goes first.
- **No unauthorized vehicles.** The City of Provo does not permit public ATVs, dirt bikes, or other off-road vehicles on any trail—paved or unpaved, in the City or in the backroads. The only exception is City vehicles or maintenance vehicles previously authorized by the City. Thank you for helping to improve safety and minimize environmental impact on our local trails!

Related Provo City Ordinances: [8.02.100](#) (Nuisance Animals), [8.02.110](#) (Animals Running at Large), [8.02.120](#) (Sanitation), [9.14.110.3](#) (Trespass).

WHERE CAN I RIDE MY ATV?

For approved “off-roading” areas, check out the maps created by [Outsiders Utah](#), or the “Resources” section of Utah State Parks’ [Off-Highway Vehicle \(OHV\) Program](#)!

LOCAL SAFETY RESOURCES

For emergencies, please call 911.

Aggressive Animals/Wildlife

wildawareutah.org

Animal/Insect Bites

poisoncontrol.utah.edu/publicEd/animals-insects

Avalanches

utahavalanchecenter.org

CPR/First-Aid Certification Courses

redcross.org, cpr.heart.org

First-Aid Kit Checklist

beready.utah.gov/library (“Basic First Aid Kit”)

Human Trafficking (Force, Fraud, and Coercion-Based Labor)

utiptaskforce.org

Hunting Laws & Resources

wildlife.utah.gov/hunting

Natural Hazards (Landslides, Lightning, Wildfires, etc)

beready.utah.gov/library (“Utah Natural Hazards Handbook”)

Plant Identification

extension.usu.edu/rangeplants

Poisonous Plants

poisoncontrol.utah.edu/plant-guide/all-plants

Provo Fire & Rescue

fire.provo.org, call (801) 852-6321 for non-emergency services

Provo Police

police.provo.org, call (801) 852-6210 for non-emergency services

Search & Rescue

utahsar.org, call (801) 794-3970 for services

Suicide Prevention

Call or text 988

UT Division of Nat. Resources (Forests, Oil/Gas, Parks, Water, Wildlife)

naturalresources.utah.gov

Wilderness Survival Courses

continue.utah.edu, fieldcraftsurvival.com

Winter Hiking

stateparks.utah.gov/2022/02/08

