



CITY OF NORTH SALT LAKE

CIVIC EVENTS COMMITTEE NOTICE & AGENDA JUNE 24, 2025 6:00 PM

Notice is given that the Civic Events Committee of the City of North Salt Lake will hold a regular meeting on June 24, 2025, at 6:00 pm at the NSL Public Works building located at 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:

AGENDA ITEMS

- 1) Welcome and Introduction
- 2) Public Comment
- 3) Upcoming Events
 - a. Liberty Fest
 - b. Back to School
 - c. 250th Anniversary of America in 2026
 - d. NSL Photo Contest
- 4) Public Works Update
- 5) City Council Updates – Councilmember Tammy Clayton
- 6) Approval of Minutes from May 27, 2025
- 7) Schedule for the Next Civic Events Committee Meeting
- 8) Adjourn

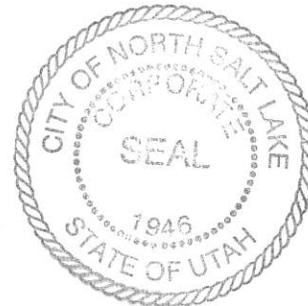
City Council meetings are open to the public. If you need special accommodation to participate in the meeting, please call (801) 335-8709 with at least 24 hours' notice.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the Civic Events Committee meeting to be held **June 24, 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: June 19, 2025


Wendy Page, City Recorder



1 CITY OF NORTH SALT LAKE
2 CIVIC EVENTS COMMITTEE MEETING
3 PUBLIC WORKS BUILDING 642 NORTH 400 WEST, NORTH SALT LAKE
4 MAY 27, 2025

5
6 **DRAFT**

7
8 PRESENT: Emily Carr
9 Elexis Contreras
10 Dallas Golden
11 Catherine Johnson
12 Tammy Clayton, City Council

13
14 EXCUSED: Carol Wakefield

15
16
17 STAFF PRESENT: Jon Rueckert, Public Works Director; Randy Simmons, Operations Manager;
18 Carmen Wilson, Operations Manager.

19
20 OTHERS PRESENT: Melissa Ballard, resident.

21
22 1. WELCOME AND INTRODUCTION

23
24 Dallas Golden, Chair, called the meeting to order at 6:00 p.m. He invited Melissa Ballard, Utah
25 House of Representatives, to introduce herself to committee members.

26
27 2. PUBLIC COMMENT

28
29 There were no comments.

30
31 3. PRESENTATION OF EVENT IDEAS - REPRESENTATIVE MELISSA BALLARD

32
33 Representative Melissa Ballard, a North Salt Lake resident since 1995, praised the City's events,
34 highlighted the Kite Festival's 700 attendees and the July 2-3 Liberty Fest as significant
35 community gatherings, and proposed ideas to enhance community engagement, particularly for
36 the 2026 semiquincentennial celebration. She suggested a Veterans Day event at the Veterans
37 Memorial Amphitheater at City Hall, involving veterans teaching flag ceremonies and etiquette
38 to fourth and fifth graders at local elementary schools to address the decline in scouting
39 programs. She emphasized inclusivity, ensured all veterans, regardless of background, were
40 recognized, and referenced a previous event at the Bountiful Regional Center that overlooked
41 some veterans. Melissa Ballard proposed a Constitution Month event in September, encouraged
42 children to memorize the Preamble and receive rewards (e.g., donuts or fruit) from local
43 businesses like JJ Donuts or A to Z Produce at City Hall, and suggested a veterans' parade,

44 similar to a COVID-era 4th of July event, where veterans drove decorated cars through
45 neighborhoods. She also proposed recognizing military families and suggested coordination with
46 the USO for events like Military Spouse Appreciation Day or Month of the Military Child in
47 April/May.

48

49 Catherine Johnson noted prior Committee discussions about a veterans' luncheon and newsletter
50 features for the semiquincentennial, which aligned with Ballard's ideas, and shared details about
51 the Utah 250 Communities program, which offered funding for semiquincentennial events and
52 required a formal committee and resolution by July 2025.

53

54 Tammy Clayton requested that Catherine Johnson send the Utah 250 Communities information
55 to Linda Horrocks for follow-up. The Committee discussed integrating these ideas with existing
56 events like Liberty Fest and explored partnerships with local businesses and organizations.

57

58 4. KITE FESTIVAL EVENT

59

60 a. RECAP OF EVENT

61

62 Emily Carr recapped the May 11, 2025, Kite Festival, noted its success due to years of
63 refinement by the Committee, and reported high attendance, with 400 kites distributed to
64 children 12 and under as planned. She noted large kites, including a whale visible from Lowe's
65 near Texas Roadhouse, were a highlight, and the kite operator from Draper expressed interest in
66 returning in 2026. She reported two portable restrooms, costing \$100-\$200 total, alleviated
67 restroom access issues. She added three face painters, costing \$450 for two hours, were
68 sufficient, and a \$100 credit was secured for balloons at the next Liberty Fest due to a pricing
69 issue.

70

71 Emily Carr mentioned the DJ's performance raised concerns about inappropriate music, which
72 prompted discussion about using a Spotify Premium playlist through City speakers to save \$500,
73 with the City's music license permitting this. She indicated that food trucks were well-received,
74 placed on the south side to avoid street crossing, and improved flow. She mentioned the cornhole
75 sets were popular. The Committee acknowledged parking was challenging, with attendees
76 parking as far as a nearby church, but no resident complaints were reported.

77

78 The Committee discussed the following suggestions for 2026: 1) increasing the number of kites,
79 as the 400 ran out early, and 2) moving restrooms closer to the main area. A discussion about a
80 child separation incident led to a suggestion for wristbands with parent contact information, but
81 the Committee emphasized parental responsibility at the casual event. Complaints about off-
82 leash dogs prompted discussion of signage or enforcement by Davis County Animal Care, but no
83 formal action was taken.

84

85 Tammy Clayton suggested scheduling the 2026 festival for the Saturday before Mother's Day
86 and contacting the large kite operator early.

87

88 Randy Simmons confirmed the layout was effective, with no major changes needed beyond
89 restroom placement.

90

91 5. UPCOMING EVENTS

92

93 A. UNITY IN THE COMMUNITY

94

95 i. PRIDE EVENT

96

97 Elexis Contreras reported that the Pride Event, scheduled for June 2, 2025, was largely planned
98 by Jeff Scroger, a former Committee member, with minimal assistance needed. The setup
99 mirrored previous years, included American and City flags, an inflatable, a DJ, a kids' tent with
100 face painting and coloring sheets, and food trucks starting at 5:00 p.m., with an official start time
101 of 6:00 p.m. until approximately 8:00 p.m. She noted community organizations, such as Davis
102 Behavioral Health, had tabling opportunities. The Committee requested three tables, two with
103 two chairs each, and two City canopies, with City staff and a council member present.

104

105 Randy Simmons confirmed the layout remained unchanged and noted that power issues for the
106 DJ would be monitored.

107

108 ii. JUNETEENTH EVENT

109

110 Elexis Contreras updated the Committee on the Juneteenth Event, scheduled for June 16, 2025,
111 chaired by Eddie Thompson, who had managed it for several years. She said the setup was
112 similar to the Pride Event, featured American flags, an inflatable, a DJ, food trucks, and
113 community tabling, and would be held from 5:00 p.m. to approximately 8:00 p.m., with setup
114 completed by 4:35 p.m.

115

116 Randy Simmons noted the DJ for Juneteenth insisted on bringing a generator, which added \$100
117 to costs, but the Committee opted to use City power to avoid equipment disputes. The
118 Committee confirmed the same layout and equipment needs as the Pride Event, which included
119 three tables and two canopies.

120

121 B. BACK TO SCHOOL

122

123 Emily Carr discussed the Back to School Night, combined with Night Out Against Crime and
124 Health and Wellness, scheduled for July 31, 2025. She stated the \$1,000 budget funded
125 backpacks with school supplies, and no DJ was needed due to the combined event.

126

127 The Committee debated distributing backpacks at the event on a first-come, first-serve basis
128 versus collecting donations for schools, particularly Adelaide Elementary, a Title I school. Elexis
129 Contreras suggested a hybrid approach, which involved collecting donations and distributing
130 some backpacks at the event.

131

132 Tammy Clayton proposed targeting kindergartners or a specific grade to ensure impact, and
133 Councilmember Alisa Van Langeveld had already contacted schools for input. The Committee
134 agreed to consult Councilmember Van Langeveld to focus on one school or grade and invite the
135 Davis County Library to provide library cards.

136

137 Emily Carr suggested partnering with the Clearfield Community Learning Center or Davis
138 Community Health, pending confirmation of their South Davis presence.

139

140 C. CHILDREN'S ENTREPRENEUR MARKET

141

142 Elexis Contreras reported that the Children's Entrepreneur Market's 2025 deadline passed on
143 May 23, 2025, and included vendors from across the State, not just North Salt Lake. The
144 Committee preferred prioritizing local youth and decided to discuss participation in 2026,
145 potentially marketing it to North Salt Lake students through schools to encourage local
146 involvement.

147

148 D. 250th ANNIVERSARY OF AMERICA IN 2026

149

150 i. CONSIDERATION OF SEMIQUINCENTENNIAL THEMED EVENTS

151

152 Catherine Johnson presented ideas for the 2026 semiquincentennial, which officially started on
153 July 4, 2025, and ran through 2026. The following proposals and ideas were presented:

154

- 154 • Neighborhood parties on July 5, 2026
- 155 • 250-mile walking challenge with certificates
- 156 • 250 service hours for projects like quilts or pantry donations
- 157 • Flag Day (June 14, 2026) event with a historic flag from Fort McHenry or the Capitol
- 158 • Veterans Day luncheon or breakfast on a Saturday to include younger veterans
- 159 • Veterans' plaque or named tiles fundraiser at the Veterans Memorial Amphitheater,
160 inspired by Bountiful's memorial
- 161 • Candy drop from a helicopter on July 4, 2026, which commemorated the Berlin Airlift's
162 "Candy Bomber"
- 163 • Writing contest themed "My American Story"
- 164 • Photo scavenger hunt with businesses displaying patriotic scenes
- 165 • Movie night with patriotic films

166 The Committee also proposed a veterans' breakfast to balance accessibility, potentially funded by
167 donations, and a semiquincentennial week in schools, similar to Red Ribbon Week, to promote
168 the theme.

169
170 Tammy Clayton suggested listing the top three ideas and a timeline, with events like Veterans
171 Day (November 11, 2025) and National Anthem Day (September 14, 2025) as early priorities.
172

173 Catherine Johnson committed to uploading ideas to SharePoint.
174

175 The Committee discussed incorporating semiquincentennial themes into all 2025-2026 fiscal
176 year events.
177

178 **Committee Member Johnson moved to recommend to the City Council that the 2025–2026**
179 **fiscal year City events be themed to celebrate the 250th semiquincentennial anniversary of**
180 **America. Committee Member Carr seconded the motion. The motion was approved by**
181 **Committee Members Carr, Contreras, Golden, and Johnson.**
182

183 E. LIBERTY FEST 184

185 Carmen Wilson outlined volunteer needs for Liberty Fest 2025, which included June 28, 2025,
186 for the morning race (6:00 a.m.–9:00 a.m.), July 2 for the auto show (4:00 p.m.–8:00 p.m.), and
187 July 3 for post-fireworks cleanup, with an optional July 4 sunrise cleanup at 5:00 a.m. Tammy
188 Clayton proposed using a SharePoint volunteer list of names and phone numbers from board
189 applications to recruit help, and Carmen Wilson noted the list was also posted on JustServe. The
190 Committee discussed Youth City Council involvement for water sales at the fireworks, a
191 traditional fundraiser, though free water distribution at the auto show posed competition. The
192 Committee planned to enhance Liberty Fest with semiquincentennial themes, such as a veterans'
193 tribute and historical reenactment, as discussed earlier.
194

195 6. PUBLIC WORKS UPDATE 196

197 A. SHAREPOINT TUTORIAL 198

199 Jon Rueckert conducted a SharePoint tutorial, demonstrated how to access the shared documents
200 folder via an emailed invitation, upload files, and manage event folders, and created a new red
201 folder for the 2025-2026 semiquincentennial during the meeting. He explained that multiple
202 users could edit documents simultaneously, similar to file storage on a computer, and noted that
203 Emily Carr had organized several event folders.
204

205 Catherine Johnson confirmed she would upload her semiquincentennial ideas to the new folder,
206 and Tammy Clayton requested the volunteer list from SharePoint be printed for Liberty Fest
207 recruitment. Jon Rueckert addressed access issues, ensured invitations were sent to personal

208 emails if City emails caused login problems, and committed to exploring additional SharePoint
209 features with future training.

210

211 7. CITY COUNCIL UPDATES - COUNCILMEMBER TAMMY CLAYTON

212

213 Tammy Clayton reported that the City Council approved funding for all proposed Committee
214 events on May 6, 2025, which included the \$600 budget increase for the 2025 Kite Festival,
215 \$3,000 for the 2026 Kite Festival, \$1,000 for the 2026 Back to School Night, and engagement
216 with the Children's Entrepreneur Market. She confirmed she would present the Committee's
217 recommendation made by motion to theme 2025-2026 fiscal year events for the
218 semiquincentennial to the City Council on June 3, 2025. She expressed concern about the tight
219 timeline for upcoming events, particularly Liberty Fest and Back to School Night, and urged
220 Committee members to complete any assigned tasks by the June 24, 2025, meeting.

221

222 Emily Carr offered to assist with Back to School Night and leveraged her United Way of Salt
223 Lake connections for school partnerships.

224

225 Tammy Clayton committed to contacting volunteers from the SharePoint list for Liberty Fest and
226 confirm with Linda Horrocks whether volunteers would receive event shirts, including size
227 requirements.

228

229 8. APPROVAL OF MINUTES FROM APRIL 22, 2025

230

231 The Committee reviewed and approved the Civic Events Committee minutes of April 22, 2025,
232 as drafted.

233

234 **Committee Member Golden moved to approve the meeting minutes of April 22, 2025.**
235 **Committee Member Johnson seconded the motion. The motion was approved by**
236 **Committee Members Carr, Contreras, Golden, and Johnson.**

237

238 9. SCHEDULE FOR THE NEXT CIVIC EVENTS COMMITTEE

239

240 Tammy Clayton confirmed the next meeting was scheduled for June 24, 2025, at 6:00 p.m.,
241 approximately one week before Liberty Fest.

242

243 The Committee indicated the agenda would focus on finalizing details for Back to School Night,
244 advancing semiquincentennial event planning, and potentially included an additional SharePoint
245 tutorial.

246

247 Emily Carr inquired whether new semiquincentennial events required formal motions, and
248 Catherine Johnson clarified that no motion was needed unless funding was requested.

249

250 Catherine Johnson agreed to contact Linda Horrocks after her vacation to discuss applying for
251 Utah 250 Communities funding.

252

253 10. ADJOURN

254

255 The meeting was adjourned at 7:32 p.m.

256

257 *The foregoing was approved by the Civic Events Committee of the City of North Salt Lake on*
258 *June 24, 2025 by unanimous vote of all members present.*

259

260

261

262 _____
Wendy Page, City Recorder

DRAFT



TUESDAY JUNE 24, 2025

6:00 PM

Agenda

- 1) Welcome and Introductions
- 2) Public Comment
- 3) Upcoming Events
 - a) Liberty Fest
 - b) Back to School
 - c) 250th Anniversary of America in 2026
 - d) NSL Photo Contest
- 4) Public Works Update
- 5) City Council Updates – Councilmember Tammy Clayton
- 6) Approval of Minutes from May 27, 2025
- 7) Schedule for the next Civic Event Committee
- 8) Adjourn



1.) Welcome & Introductions

- Staff Liaisons:
 - Jon Rueckert, Public Works Director
 - Carmen Wilson, PW Operations Manager
 - Randy Simmons, PW Operations Manager
 - Linda Horrocks, Communications Manager
- Committee Members:
 - Tammy Clayton (4-year term, non-voting), City Council
 - Dallas Golden (3-year term)
 - Catherine Johnson (3-year term)
 - Elexis Contreras (4-year term)
 - (4-year term)
 - Emily Carr (4-year term)



2.) Public Comment



3.) Upcoming Events

- **Liberty Fest**
- **Back to School**
- **250th Anniversary of America in 2026**
- **NSL Photo Contest**



4.) Public Works Update



5.) City Council Updates

Tammy Clayton





6.) Approval of Minutes from May 27, 2025



7.) Schedule for the next Civic Events Committee

8.) Adjourn

