

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

FINAL

PRESENT: Emily Carr
Elexis Contreras
Dallas Golden
Catherine Johnson
Tammy Clayton, City Council

EXCUSED: Carol Wakefield

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

OTHERS PRESENT: Melissa Ballard, resident.

1. WELCOME AND INTRODUCTION

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

2. PUBLIC COMMENT

There were no comments.

3. PRESENTATION OF EVENT IDEAS - REPRESENTATIVE MELISSA BALLARD

Representative Melissa Ballard, a North Salt Lake resident since 1995, praised the City's events, highlighted the Kite Festival's 700 attendees and the July 2-3 Liberty Fest as significant community gatherings, and proposed ideas to enhance community engagement, particularly for the 2026 semiquincentennial celebration. She suggested a Veterans Day event at the Veterans Memorial Amphitheater at City Hall, involving veterans teaching flag ceremonies and etiquette to fourth and fifth graders at local elementary schools to address the decline in scouting programs. She emphasized inclusivity, ensured all veterans, regardless of background, were recognized, and referenced a previous event at the Bountiful Regional Center that overlooked some veterans. Melissa Ballard proposed a Constitution Month event in September, encouraged children to memorize the Preamble and receive rewards (e.g., donuts or fruit) from local businesses like JJ Donuts or A to Z Produce at City Hall, and suggested a veterans' parade, similar to a COVID-era 4th of July event, where veterans drove decorated cars through

neighborhoods. She also proposed recognizing military families and suggested coordination with the USO for events like Military Spouse Appreciation Day or Month of the Military Child in April/May.

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

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

4. KITE FESTIVAL EVENT

a. RECAP OF EVENT

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

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

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

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

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

5. UPCOMING EVENTS

A. UNITY IN THE COMMUNITY

i. PRIDE EVENT

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

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

ii. JUNETEENTH EVENT

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

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

B. BACK TO SCHOOL

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

The Committee debated distributing backpacks at the event on a first-come, first-serve basis versus collecting donations for schools, particularly Adelaide Elementary, a Title I school. Elexis

Contreras suggested a hybrid approach, which involved collecting donations and distributing some backpacks at the event.

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

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

C. CHILDREN'S ENTREPRENEUR MARKET

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

D. 250th ANNIVERSARY OF AMERICA IN 2026

i. CONSIDERATION OF SEMIQUINCENTENNIAL THEMED EVENTS

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

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

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

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

Catherine Johnson committed to uploading ideas to SharePoint.

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

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

E. LIBERTY FEST

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

6. PUBLIC WORKS UPDATE

A. SHAREPOINT TUTORIAL

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

Catherine Johnson confirmed she would upload her semiquincentennial ideas to the new folder, and Tammy Clayton requested the volunteer list from SharePoint be printed for Liberty Fest recruitment. Jon Rueckert addressed access issues, ensured invitations were sent to personal emails if City emails caused login problems, and committed to exploring additional SharePoint features with future training.

7. CITY COUNCIL UPDATES - COUNCILMEMBER TAMMY CLAYTON

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

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

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

8. APPROVAL OF MINUTES FROM APRIL 22, 2025

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

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

9. SCHEDULE FOR THE NEXT CIVIC EVENTS COMMITTEE

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

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

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

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

10. ADJOURN

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

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


Wendy Page, City Recorder

