



CITY OF NORTH SALT LAKE

CIVIC EVENTS COMMITTEE NOTICE & AGENDA AUGUST 26, 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 August 26, 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. NSL Photo Contest
 - b. Unity in the Community – Latino Heritage
 - c. Halloween Spooktacular
 - d. 250th Anniversary of America in 2026 Incorporation into Events
- 4) Public Works Update
- 5) City Council Updates – Councilmember Tammy Clayton
- 6) Approval of Minutes from July 21, 2025
- 7) Schedule for the Next Civic Events Committee Meeting
- 8) Adjourn

Committee 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 **August 26, 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: August 20, 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 JULY 21, 2025
5

6 **DRAFT**
7

8 PRESENT: Emily Carr
9 Elexis Contreras
10 Sarah Jensen
11 Catherine Johnson, Vice Chair
12 Tammy Clayton, City Council
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14 EXCUSED: Dallas Golden, Chair
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16 STAFF PRESENT: Jon Rueckert, Public Works Director; Randy Simmons, Operations Manager;
17 Carmen Wilson, Operations Manager; Linda Horrocks, Communications Coordinator.
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19 OTHERS PRESENT: Melissa Ballard, resident.
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21 1. WELCOME AND INTRODUCTION
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23 Catherine Johnson, Vice Chair, called the meeting to order at 6:00 p.m. and welcomed all in
24 attendance.
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26 2. PUBLIC COMMENT
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28 There were no comments.
29

30 3. UPCOMING EVENTS
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32 a. BACK TO SCHOOL
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34 Elexis Contreras updated the Committee on the Back to School Night event scheduled for August
35 4, 2025. She confirmed arrangements for a bounce house, adding that a second might be included
36 if needed, and verified participation from the Library and Kangaroo Zoo. She reported that high
37 school football and cheer coaches had not yet responded to outreach efforts, nor had other
38 schools beyond prior confirmations. The Committee recalled that bounce houses were successful
39 at past events.
40

41 Linda Horrocks inquired about specific school supply donations, but the Committee agreed to
42 request general supplies.
43

Randy Simmons confirmed Public Works logistical support, including three canopies, one inflatable, American flags to reflect the semiquincentennial theme, tables, and chairs, with one table for City information and another for recreation soccer sign-ups.

Randy Simmons assured the Committee that setup would be completed by 4:30 p.m. for the 5:00 p.m. event start.

The Committee reflected on Liberty Fest (July 2-3, 2025), praising the car show and overall event but expressing concern about high food truck prices, particularly one vendor charging \$23-\$26 for a rice bowl. Linda Horrocks clarified that food truck pricing was independently managed and not controlled by the City.

b. NSL PHOTO CONTEST

Catherine Johnson led the discussion on the NSL Photo Contest, scheduled from August 25 to September 18, 2025, in Dallas Golden's absence. The Committee adopted Dallas Golden's suggestion of a patriotic theme, "250 Years of Freedom: A Photographic Tribute," aligning with the national "America 250: Years in the Making" and Utah's "America 250" themes.

Linda Horrocks stressed the need for early promotion due to the September 19, 2025, submission deadline and proposed including it in the July e-newsletter.

Melissa Ballard suggested aligning the deadline with Constitution Day (September 17, 2025), but the Committee preferred September 19, a Friday, for submission convenience, noting that Reflections contests in schools, historically favored Friday deadlines.

The Committee planned for the contest to encourage creative patriotic interpretations, with winners' photos displayed on canvas at City Hall for 2025-2026.

c. UNITY IN THE COMMUNITY – LATINO HERITAGE

Elexis Contreras announced an upcoming meeting with event chair Angie DeLeo within two weeks to finalize details for the Unity in the Community – Latino Heritage event. The Committee described Unity in Community events, part of the food truck night series, as attracting a diverse crowd with music and activities to foster community engagement.

Melissa Ballard inquired about the frequency and selection of cultural subcategories, noting four were currently celebrated. Linda Horrocks explained that the City Council intended to evaluate all Unity in the Community events for cost and attendance before confirming their recurrence, citing past events like Pride, Juneteenth, and Pacific Islander celebrations.

Catherine Johnson expressed her opinion that only American flags should be displayed to maintain unity under a single symbol.

Melissa Ballard suggested engaging the junior high and high school Latinos in Action groups, mentioning Kelly Avalos as a contact for youth leadership opportunities.

The Committee agreed to finalize event details at the August meeting, ensuring a focus on local engagement and youth involvement.

d. HALLOWEEN SPOOKTACULAR

The Committee reviewed plans for the Halloween Spooktacular and recalled the success of last year's 5K run and carnival games, noting a strong turnout and popular activities like face painting. The Committee acknowledged that the 5K and other activities felt like separate events due to their locations. The Committee identified challenges from 2024, including insufficient road closures, with cars and a Rocky Mountain Power truck interfering with the race route. The Committee discussed improving coordination with police for better traffic control, suggesting earlier notification for this year.

The Committee noted that the 2024 event was held at Hatch Park with a 5K on Main Street but considered relocating to Tunnel Springs or Eaglewood Loop since Hatch park is closed for construction.

Melissa Ballard proposed a route starting at the golf course and ending at Tunnel Springs for a flat, scenic run.

Linda Horrocks recognized volunteers Tom Call, his wife, and Peter Wirthlin as instrumental in last year's 5K and recommended that the Committee reach out to them and other volunteers for 2025.

The Committee aimed to make the event appeal to all ages, moving beyond its traditional focus on young children and agreed to finalize the location, 5K route, and semiquincentennial themed elements, such as patriotic decorations, at the August meeting.

Linda Horrocks planned to issue a save-the-date notice soon.

e. 250th ANNIVERSARY OF AMERICA IN 2026 INCORPORATION INTO EVENTS

Catherine Johnson spearheaded the discussion on incorporating the 250th Anniversary of America into 2026 events, affirming the theme "America 250: Life and Liberty in North Salt Lake" to align with the national "America 250: Years in the Making" theme. The Committee explored several theme variations, including:

- Life, Liberty, and North Salt Lake
- North Salt Lake, Celebrate

- North Salt Lake, a Legacy We Proudly Make
- North Salt Lake, From Mountain to Lake, 250 Years We Stake
- North Salt Lake, United We Stand, 250 Hand in Hand
- North Salt Lake, Where Roots Run Deep and Futures Wake
- North Salt Lake, 250 Years, Make No Mistake
- Life and Liberty, Celebrate
- Life and Liberty and Eat Cake in North Salt Lake

The Committee agreed to endorse “America 250: Life and Liberty in North Salt Lake” as a theme for its national alignment and local resonance.

The Committee outlined the following ideas and assignments to integrate the semiquincentennial theme across events:

- *Branding and Promotional Items:* The Committee planned to develop stickers and medals featuring the “America 250: Life and Liberty in North Salt Lake” theme, incorporating the national America 250 logo with a local twist. The Committee decided to include the logo on event t-shirts throughout 2025-2026, ensuring red, white, and blue colors (no purple). Linda Horrocks volunteered to create a logo mock-up with red, white, and blue ribbons and stars for City Council review.
- *School Engagement:* The Committee agreed to collaborate with PTA presidents from local schools (Orchard, Adelaide, Foxboro, Wasatch Peak, Legacy, Spectrum) to align semiquincentennial activities, inviting them to the August meeting. The Committee aimed to promote the fifth-grade Great American Award during Constitution Month (September 2025), encouraging memorization of the Preamble, Gettysburg Address, and other patriotic texts. Catherine Johnson committed to contacting PTA presidents to invite them to the August meeting.
- *Flag Etiquette Education:* The Committee proposed partnering with scouts, the mayor, and City Council to teach flag etiquette to 5th and 6th graders, addressing declining scout participation, potentially on Veterans Day or at City Hall flag-raising events.
- *Community Service and Wellness:* The Committee discussed launching a “250 Acts of Kindness” initiative, partnering with the Health and Wellness Committee to align with the City’s kindness pledge and Healthy City designation. The Committee suggested offering certificates or medals signed by the mayor for participants, especially high school students, to enhance resumes, and to use JustServe to promote service opportunities, with achievements highlighted in the City newsletter or on the marquee. Tammy Clayton agreed to discuss the initiative with Mason, chair of the Health and Wellness Committee. The Committee discussed exploring tracking systems, such as a PDF or app, for acts of kindness. Catherine Johnson offered to contact high school counselors to promote the initiative for student resumes.

- *Capitol Tours:* The Committee decided to coordinate with Melissa Ballard for quarterly Capitol tours for residents, advertised via a city website form, to foster civic engagement, noting that tours could occur outside legislative sessions. Emily Carr agreed to confirm with Melissa Ballard regarding Capitol tour logistics and website form creation.
- *Decorating Contest:* The Committee suggested a house, apartment, and business decorating contest from June 3 to July 10, 2025, with categories to ensure inclusivity, awarding state capitol-flown flags with certificates for winners, targeting Flag Day and Independence Day. Melissa Ballard committed to securing capitol-flown flags for contest prizes, with specific dates (e.g., September 11, September 14, Flag Day) to be confirmed.
- *Special Events:* The Committee proposed a Flag Day (June 14, 2026) community picnic at Tunnel Springs or another park, marking the summer kickoff to July 4. The Committee planned to promote Constitution Month with events tied to September 11, September 14 (Star-Spangled Banner Day), and Constitution Day (September 17), considering patriotic outdoor movies, a sing-along, or a band performance during summer nights.
- *Veterans' Tribute:* The Committee agreed to propose a dedicated veterans' brick section in the City Hall amphitheater or Hatch Park to the City Council, alongside a themed park bench inscribed with "250 North Salt Lake." Dallas Golden, as the Committee Chair, (or a Committee representative) was tasked with presenting the veterans' brick and park bench proposal to the City Council.
- *Arbor Day:* The Committee planned to celebrate North Salt Lake's 80th birthday with tree-planting, such as oak trees, to tie into the semiquincentennial theme.
- *Funding:* The Committee assigned Catherine Johnson and Linda Horrocks to pursue \$5,000-\$10,000 grants through the Utah 250 Communities program to support events and branding.

The Committee prioritized Constitution Month planning and PTA coordination for discussion during the August meeting.

4. PUBLIC WORKS UPDATE

Jon Rueckert updated the Committee on Public Works projects. He confirmed that Public Works would provide three canopies, an inflatable, American flags, tables, and chairs for Back to School Night, with setup completed by 4:30 p.m. on August 4, 2025.

He reported on the Foxboro Wetlands Park and dog park, a joint project with Woods Cross, noting that David Frandsen designed a logo incorporating both cities' elements. Mr. Rueckert stated that fence posts and some concrete work were near complete, work on water and sewer lines was completed by city crews. Contractor scheduling for remaining concrete and fencing was in progress. He explained that the dog park included separate areas for small (25-pound limit) and large dogs. He reported that the Foxboro Wetlands boardwalk was nearly complete, offering a scenic attraction.

Jon Rueckert announced that Public Works received a well-being award from PEHP for the third consecutive year, recognizing workplace health initiatives, which Linda Horrocks agreed to highlight in the City newsletter.

Jon Rueckert noted that Hatch Park was closed for construction, with coordination ongoing with UDOT for grading changes to ensure compatibility, and equipment mobilization expected soon.

5. CITY COUNCIL UPDATES - COUNCILMEMBER TAMMY CLAYTON

Tammy Clayton reported that the City Council supported the “America 250: Life and Liberty in North Salt Lake” theme for 2025-2026 events, noting that no formal approval was needed yet as discussions were preliminary. She indicated she had discussed the 250 acts of service or exercise challenge with Councilmember Alisa Van Langeveld, who agreed to present it to the Health and Wellness Committee for collaboration.

Tammy Clayton confirmed coordination with the Youth City Council for Back to School Night and committed to providing content for the July e-newsletter to promote upcoming events. She agreed to finalize volunteer shirt sizes with Linda Horrocks.

6. APPROVAL OF MINUTES FROM JUNE 24, 2025

The Committee reviewed and approved the Civic Events Committee minutes of June 24, 2025, as drafted.

Committee Member Emily Carr moved to approve the meeting minutes of June 24, 2025. Committee Member Elexis Contreras seconded the motion. The motion was approved by Committee Members Carr, Contreras, Jensen, and Johnson. Committee Member Golden was excused.

7. SCHEDULE FOR THE NEXT CIVIC EVENTS COMMITTEE

The Committee planned to hold the next Civic Events Committee meeting on August 26, 2025 at 6:00 p.m. Linda Horrocks informed the Committee members of City events planned in the upcoming months (trails clean up days, 911 day of service, Get to the River, etc.) so they could be thinking if there were any of the already scheduled events that still needed to incorporate the semiquincentennial theme.

The meeting audio recording did not include the contents of this agenda item discussion because the battery died on the recording device; however, Linda Horrocks recommended the following item be included on the next agenda: review and consideration of a recommendation to the City

Council on the logo design for the semiquincentennial events along with the theme of Life and Liberty in North Salt Lake.

8. ADJOURN

The meeting was adjourned at 7:30 p.m.

The foregoing was approved by the Civic Events Committee of the City of North Salt Lake on July 21, 2025 by unanimous vote of all members present.

Dallas Golden, Chair

Wendy Page, City Recorder



TUESDAY AUGUST 26, 2025

6:00 PM

Agenda

- 1) Welcome and Introductions
- 2) Public Comment
- 3) Upcoming Events
 - a) NSL Photo Contest
 - b) Unity in the Community – Latino Heritage
 - c) Halloween Spooktacular
 - d) 250th Anniversary of America in 2026 Incorporation into Events
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- 7) Schedule for the next Civic Events 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)
- Sarah Jensen (4-year term)
- Emily Carr (4-year term)



2.) Public Comment



3.) Upcoming Events



- **NSL Photo Contest Sept 19 Due**
- **Unity in the Community – Latino Heritage Sept 22**
- **Halloween Spooktacular Oct 25**
- **250th Anniversary of America in 2026**
 - **Incorporation into Events**



4.) Public Works Update



5.) City Council Updates

Tammy Clayton





6.) Approval of Minutes from July 21, 2025



Possible Motion

I move that the Civic Events Committee formally approve the Meeting Minutes from the July 21, 2025 meeting.





7.) Schedule for the next Civic Events Committee

8.) Adjourn

