



**CITY OF NORTH SALT LAKE
CIVIC EVENTS COMMITTEE MEETING
NOTICE & AGENDA
OCTOBER 28, 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 the above noted date and time at the NSL Public Works building located at 642 North 400 West, North Salt Lake, Utah. Some committee 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. Recap of Events
 - a. Halloween Spooktacular
4. Event Wrap Up
 - a. NSL Photo Contest
5. Upcoming Event Planning
 - a. Semiquincentennial Event for Veterans in Conjunction with Senior Lunch Bunch
 - b. Winter Lights Fest
 - c. 250th Anniversary of America in 2026 Incorporation into Events
6. Public Works Update
7. City Council Updates – Councilmember Tammy Clayton
8. Approval of Minutes from September 23, 2025
9. Schedule for the Next Civic Events Committee Meeting
10. Adjourn

Civic Events 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 foregoing agenda were posted on the Utah Public Notice Website: <https://www.utah.gov/pmnl/>, City's Website: <https://www.nslcity.org>, and at City Hall: 10 East Center Street, North Salt Lake.

Date Posted: October 27, 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 SEPTEMBER 23, 2025
5

6 **DRAFT**
7

8 PRESENT: Elexis Contreras
9 Dallas Golden, Chair
10 Sarah Jensen
11 Catherine Johnson, Vice Chair
12 Tammy Clayton, City Council
13

14 EXCUSED: Emily Carr
15

16 STAFF PRESENT: Jon Rueckert, Public Works Director; Randy Simmons, Operations Manager;
17 Carmen Wilson, Operations Manager; Linda Horrocks, Communications Coordinator; Julie
18 McLaughlin, Recreation Manager.
19

20 1. WELCOME AND INTRODUCTION
21

22 Dallas Golden, Chair, called the meeting to order at 6:00 p.m. and welcomed all in attendance.
23

24 2. PUBLIC COMMENT
25

26 There were no comments.
27

28 3. UPCOMING EVENTS
29

30 a. NSL PHOTO CONTEST

31 Dallas Golden reported that entries for the NSL Photo Contest are due on September 26, 2025,
32 with only eight submissions received so far, though more are anticipated. The contest features
33 adult and kids categories, with a suggested 12-and-under division. Entries will be compiled into a
34 PDF for Committee voting (first, second, third in each category), potentially shared with City
35 office staff and the Arts Committee for additional input. Linda Horrocks noted the contest's joint
36 alignment with visual arts under the Arts Committee, and Tammy Clayton suggested including
37 Arts Committee members in judging. The Committee discussed printing options for winners'
38 canvases including Costco or Shutterfly for discounts.

39 b. HALLOWEEN SPOOKTACULAR

40 The Committee discussed detailed plans for the October 25, 2025, Halloween Spooktacular at
41 Tunnel Springs Park, focusing on the zombie-themed 5K race and family activities. Dallas
42 Golden updated the Committee on securing Peter Wirthlin for race timing (using a generator-
43 powered clock), Rachel the storyteller, and zombies (Enos Beebe's son and track friends, with
44 Julie McLaughlin recruiting Henry Hyde and extras from her staff). The race route is an out-and-
45 back from the golf course to the church turnaround (approximately 5K on sidewalk), starting at
46 10:00 a.m. with setup at 9:30 a.m.

47 The Committee refined the Zombie mechanics which included: runners wear flags (e.g., torn
48 sheets tucked at the side or multi-flag belts for multiple chances), with zombies pulling them to
49 "infect" participants (no elimination, but survivors get prizes). Zombies include fast runners
50 (delayed start by 60-90 seconds) and walking ones stationed along the route for surprise. Prizes
51 include pumpkins (donated or purchased from Cross E Ranch via Heather, aiming for 25-30)
52 marked with Sharpies for first/second/third and best costumes, plus stickers (e.g., "I Survived" or
53 "Infected," designed by Linda Horrocks, potentially via Sticker Mule or Cole). Carmen Wilson
54 confirmed the event budget is \$2,300 for Fiscal Year 2025-26.

55 The Committee discussed planned activities including: bounce houses (1-2, \$150-250 each,
56 coordinated by Julie McLaughlin and Randy Simmons), cornhole (city sets provided), crafts
57 (headed by Sarah Jensen), karate demonstration (Gian's World Martial Arts), face painting (Amy
58 Ambler, contacted by Tammy Clayton), balloon animals (Georgette Harold, contacted by Dallas
59 Golden), photo backdrops (spiderweb with balloons, budgeted \$250 corner arch), and Eaglewood
60 Golf Course booth (Linda Horrocks to confirm). Donuts (300, coordinated by Catherine Johnson
61 from JJ's Donuts or Lee's Market with discounts), chocolate milk (purchased morning of), and
62 water (city-provided) would also be available. Youth City Council will staff stations for
63 treats/toys (Tammy Clayton to confirm costumes/makeup and budget for thrift store outfits).

64 The Committee members mentioned promotions should include flyers distributed at schools
65 (Orchard, Foxboro via connections) and Peach Jar. Logistics: police notification for traffic
66 (Linda Horrocks), message boards/road closures/cones (Public Works), tables (6-7), chairs,
67 sound system, generator, U-turn signs, air horn, and mosquito spraying. A follow-up email
68 thread will track assignments and progress, with potential subcommittee meeting if needed.

69 c. WINTER LIGHTS FEST

70
71 The Committee briefly noted plans for the December 2025 Winter Lights Fest at City Hall
72 amphitheater, including lights, Santa arrival on fire truck, caroling, hot chocolate, fires, and lines
73 for photos. Reindeer were discussed as a potential addition (Elexis Conteras to explore
74 affordable options via connections). Detailed planning will occur at the next meeting.
75

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

Linda Horrocks reported submitting the application to designate North Salt Lake as a Utah 250 City, including Committee details, potentially securing \$1,500 for swag. She summarized planned events (photo contest, 250-mile challenge, house decorating, Veterans Day, Liberty Fest) and forwarded a state newsletter link with the 250-mile initiative (tracking exercise from July 5, 2025, to July 4, 2026). Catherine Johnson will forward to schools/PTAs and seek responses. The City allocated \$2,500 for events. Veterans Day (November 11, 2025) lunch plans were discussed, potentially tying into senior lunch bunch (second Wednesday) or a separate weekend/evening dinner; Tammy Clayton will seek City Council approval by October 7. Veteran highlights will start in the October newsletter (Catherine Johnson to draft paragraph and select first veteran). Promotion includes pre-race announcements at Spooktacular and emails to registrants.

Tammy Clayton left the meeting at 7:00 p.m.

4. RECAP OF UNITY IN THE COMMUNITY – LATINO HERITAGE

Elexis Contreras recapped the September 22, 2025, event as successful with good attendance, music, dancing, and engagement, though the dance floor vendor arrived late (skip it next year). It was less attended than Juneteenth but positive; suggestions include earlier start times to avoid daylight loss.

5. PUBLIC WORKS UPDATE

Jon Rueckert reported the school supplies donated at the Back to School Night were at Public Works and needed to be distributed to a school. Adelaide Elementary which is a Title I school was discussed as a recipient.

6. CITY COUNCIL UPDATES - COUNCILMEMBER TAMMY CLAYTON

There were City Council updates.

7. APPROVAL OF MINUTES FROM AUGUST 26, 2025

The Committee reviewed and approved the Civic Events Committee minutes of August 26, 2025, as written.

Committee Member Dallas Golden moved to formally approve the meeting minutes from August 26, 2025. Committee Member Catherine Johnson seconded the motion. The motion was approved by Committee Members Contreras, Golden, Jensen, and Johnson. Committee Member Carr was excused.

8. SCHEDULE FOR THE NEXT CIVIC EVENTS COMMITTEE

The Committee scheduled its next meeting for October 28, 2025, at 6:00 p.m. at the Public Works Building, focusing on Winter Lights Fest and Veterans Day.

9. ADJOURN

The meeting was adjourned at 7:45 p.m.

The foregoing was approved by the Civic Events Committee of the City of North Salt Lake on October 28, 2025 by unanimous vote of all members present.

Dallas Golden, Chair

Wendy Page, City Recorder



TUESDAY OCTOBER 28, 2025

6:00 PM

Agenda

- 1) Welcome and Introductions
- 2) Public Comment
- 3) Upcoming Events
 - a) Semiquincentennial Event for Veterans
 - b) Winter Lights Fest
 - c) 250th Anniversary of America in 2026 Incorporation into Events
- 4) Recap of Events
 - a) NSL Photo Contest
 - b) Halloween Spooktacular
- 5) Public Works Update
- 6) City Council Updates – Councilmember Tammy Clayton
- 7) Approval of Minutes from September 23, 2025
- 8) Schedule for the next Civic Events Committee
- 9) 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



- **Semiquincentennial Event for Veterans**
- **Winter Lights Fest Dec 1**
- **250th Anniversary of America in 2026**
Incorporation into Events

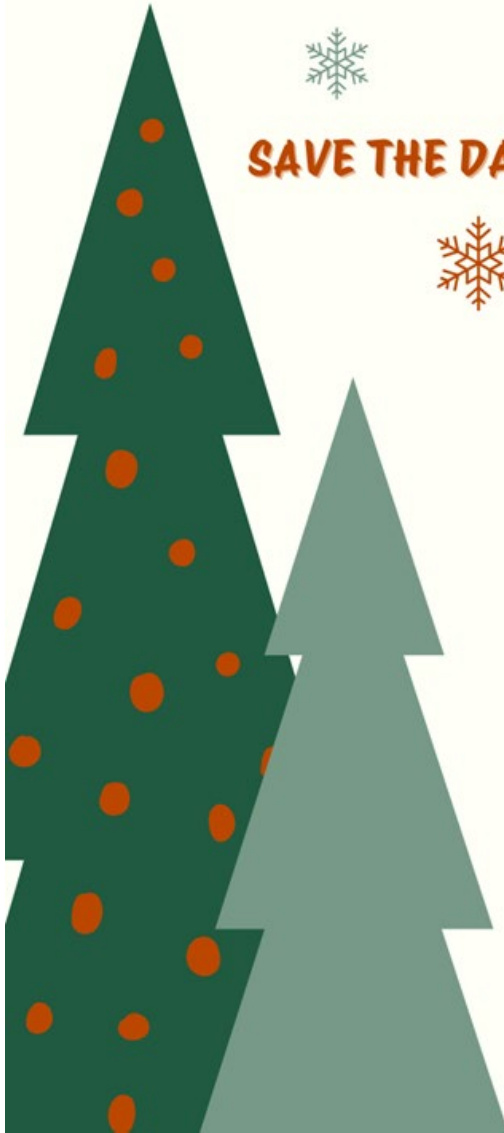
4.) Recap of Events

- **NSL Photo Contest**
- **Halloween Spooktacular**



5.) Public Works Update





SAVE THE DATE



MAYOR, CITY COUNCIL,
CITY BOARDS & COMMITTEES

HOLIDAY PARTY

12

4

25

EAGLEWOOD EVENT CENTER
6:00 PM RECEPTION
6:30 PM DINNER



6.) City Council Updates

Tammy Clayton





7.) Approval of Minutes from September 23, 2025

Possible Motion

I move that the Civic Events Committee formally approve the Meeting Minutes from the September 23, 2025 meeting.





8.) Schedule for the next Civic Events Committee

9.) Adjourn

