



CITY OF NORTH SALT LAKE

CIVIC EVENTS COMMITTEE NOTICE & AGENDA JULY 21, 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 July 21, 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

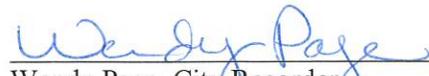
- 1) Welcome and Introduction
- 2) Public Comment
- 3) Upcoming Events
 - a. Back to School
 - b. NSL Photo Contest
 - c. Unity in the Community – Latino Heritage
 - d. Halloween Spooktacular
 - e. 250th Anniversary of America in 2026 Incorporation into Events
- 4) Public Works Update
- 5) City Council Updates – Councilmember Tammy Clayton
- 6) Approval of Minutes from June 24, 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 **July 21, 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: July 16, 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 JUNE 24, 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 STAFF PRESENT: Jon Rueckert, Public Works Director; Randy Simmons, Operations Manager;
15 Carmen Wilson, Operations Manager; Linda Horrocks, Communications Coordinator.
16

17 OTHERS PRESENT: Sarah Jensen, resident.
18

19 1. WELCOME AND INTRODUCTION
20

21 Dallas Golden, Chair, called the meeting to order at 6:00 p.m. and reported Carol Wakefield had
22 resigned from the Committee. Tammy Clayton welcomed Sarah Jensen and said she would be
23 officially appointed to the Committee at the next City Council meeting in July. Sarah Jensen
24 introduced herself to attendees.
25

26 2. PUBLIC COMMENT
27

28 There were no comments.
29

30 3. UPCOMING EVENTS
31

32 a. LIBERTY FEST
33

34 Carmen Wilson outlined volunteer needs for Liberty Fest 2025 events. For the Saturday, June 28
35 morning race, one additional volunteer was needed to hand out water and direct runners on the
36 trail at Fox Hollow near the wetlands, meeting at 6:30 a.m. at pavilion number one on the east
37 side. Other volunteers will gather at 6:50 a.m. at the finish line to cheer, distribute medals, water,
38 and bananas.
39

40 Linda Horrocks noted volunteers would wear neon yellow shirts, with purple shirts available for
41 the car show. She indicated for the July 2 car show, volunteers will meet at 3:00 p.m. in the lower
42 parking lot at the golf course for a debriefing. She reported tasks included checking pre-
43 registrations via a clipboard, directing unregistered participants to fill out forms or scan a QR

44 code for waivers, and collecting forms afterward due to liability requirements. She mentioned
45 approximately 150 participants were expected, including drop-ins.

46
47 Tammy Clayton and Meghan (Elexis Contreras' mother) volunteered for registration.

48
49 Linda Horrocks stated for the July 3 fireworks, volunteers were needed post-event for trash
50 cleanup on the golf course or at 5:00 a.m. on July 4 before golfers arrive. She noted the 26-
51 minute fireworks show makes post-event cleanup easier for those already present, and early
52 morning cleanup is also appreciated due to better lighting. She thanked Dallas Golden for
53 serving as the event photographer.

54
55 b. BACK TO SCHOOL

56
57 Elexis Contreras confirmed that Muller Park Junior High (MPJH) and Foxboro Elementary will
58 participate in the City's Unity in the Community Back to School event on August 4, 2025.

59
60 Linda Horrocks noted the Night Out Against Crime and Health and Wellness Fair were
61 scheduled for July 31, 2025 and the Back to School event would be on a Monday Food Truck
62 night.

63
64 Elexis Contreras stated the school representatives will set up tables for a "meet the teacher"
65 event.

66
67 Emily Carr suggested inviting the Davis County Library to provide library card applications and
68 other organizations, such as the Davis County Health Department, to offer services like
69 vaccinations or volunteer background checks for school involvement.

70
71 The Committee discussed a \$1,000 budget to fund backpacks with school supplies, potentially
72 including pencils, notebooks, and dry-erase markers. They considered a hybrid approach of
73 distributing backpacks at the event on a first-come, first-serve basis and collecting donations for
74 schools, particularly Adelaide Elementary, a Title I school.

75
76 Linda Horrocks proposed targeting donations to students in need by coordinating with schools to
77 identify specific needs.

78
79 Tammy Clayton suggested focusing on kindergartners or a specific grade for greater impact,
80 noting Councilmember Alisa Van Langeveld's ongoing consultations with schools.

81
82 The Committee explored engaging activities like a bounce house, cornhole, or a prize wheel
83 (e.g., Plinko or Wheel of Fortune) for school supplies to attract families.

84

85 Emily Carr suggested inviting local businesses like Kangaroo Zoo or Mrs. Cavanaugh's and
86 organizations like Waterford Upstart for pre-kindergarten programs or the South Davis
87 Recreation center for fall sports sign-ups (e.g., soccer starting September 6).

88
89 Catherine Johnson proposed inviting PTAs to promote memberships and including free and
90 reduced lunch applications to streamline back-to-school processes.

91
92 The Committee discussed a playlist for music, with Randy Simmons suggesting DJ Huddy, who
93 could dress up to enhance the event's appeal.

94
95 Linda Horrocks planned to explore bounce house rentals and confirm equipment needs,
96 including two tents, tables, and flags.

97
98 Tammy Clayton stated the Youth City Council (YCC) would not volunteer for this event but will
99 be selling water at the July 3 Liberty Fest.

100

101 c. 250th ANNIVERSARY OF AMERICA IN 2026

102

103 Catherine Johnson presented updates on semiquincentennial planning, building on ideas from the
104 May 27, 2025, meeting and the SharePoint folder. The Committee discussed integrating the
105 semiquincentennial theme, starting July 5, 2025, into all 2025-2026 events, aligning with the
106 fiscal year. Key ideas included:

107

108 **Community Events and Contests:** A 250-mile walking challenge with a tracker (printable or
109 app-based, inspired by the "1000 Hours Outside" initiative) to encourage community
110 participation, with certificates or medals from the mayor for completion, particularly for high
111 school students' resumes. A 250-service-hour challenge, with a Google Form for tracking acts of
112 service. A writing contest themed "My American Story" to collect and share residents' stories via
113 a newsletter or event. A patriotic photo scavenger hunt with local businesses displaying historical
114 scenes, potentially using a passport system with fun facts, as done at Juneteenth.

115

116 **Flag and Veterans Initiatives:** A Flag Day (June 14, 2026) event featuring a flag flown over Fort
117 McHenry or the State Capitol, potentially raffled at Liberty Fest. A pop-up museum showcasing
118 flags, such as one from Afghanistan owned by Elexis Contreras' friend. A veterans' recognition
119 event, including a fundraiser for named bricks or plaques at the Veterans Memorial Amphitheater
120 or Hatch Park, with Emily Carr suggesting sponsorship to avoid family costs. Coordination with
121 the South Davis Veterans Memorial Foundation to list North Salt Lake veterans in the newsletter
122 without duplicating efforts.

123

124 **Historical and Educational Events:** A Constitution Month (September 2025) event, expanding
125 the fifth-grade Great American Award (reciting the Gettysburg Address, naming presidents, etc.)
126 to all ages, with recognition at City Council meetings. School programs on flag etiquette led by

127 veterans or scouts, addressing the decline in scouting. A patriotic concert at the golf course with
128 the 23rd Army Band or school choirs, potentially during the school year to ensure attendance.

129
130 ***Symbolic and Commemorative Activities:*** Planting oak trees for the city’s 80th anniversary
131 (coinciding with the semiquincentennial), referencing the oak as the traditional 80th anniversary
132 symbol, possibly at Hatch Park or the Wetlands. Opening the City’s 75th-anniversary time
133 capsule (GPS-located at City Hall’s amphitheater) for the 80th anniversary. A candy drop in
134 conjunction with Liberty Fest event in 2026, commemorating the Berlin Airlift, potentially
135 partnered with a local company like Mrs. Cavanaugh’s Chocolates. Red, white, and blue-themed
136 shirts and stickers with a semiquincentennial logo for all events, with Linda Horrocks tasked to
137 design the logo.

138
139 ***Community Engagement:*** Announcing the semiquincentennial at Liberty Fest 2025, potentially
140 with a Star-Spangled Banner singing contest. Engaging PTAs and schools to align their 2025-
141 2026 themes with the semiquincentennial, including two lights at City Hall symbolizing the Old
142 North Church. Promoting events via the City’s e-newsletter (mid-July target) and social media,
143 with DJ Huddy dressed as Uncle Sam at events to boost engagement.

144
145 The Committee discussed State funding via the Utah 250 Communities program, noting the
146 rigorous application process for \$5,000-\$10,000 grants. Catherine Johnson and Linda Horrocks
147 will follow up on funding details. The Committee agreed to finalize event selections at the July
148 21, 2025, meeting, with Emily Carr assisting in creating tracking forms for service and walking
149 challenges.

150
151 d. NSL PHOTO CONTEST

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153 The Committee discussed the NSL Photo Contest, scheduled to open on August 25, 2025, and
154 close on September 18, 2025, with a patriotic theme tied to the semiquincentennial. Dallas
155 Golden proposed promoting the contest in the July e-newsletter to encourage residents to capture
156 patriotic images during July 4th celebrations, such as decorations or flags, to avoid repetitive flag
157 photos.

158
159 The Committee considered the theme of “America is…” but deemed it was more suitable for the
160 writing contest, so the Committee opted for a broader patriotic theme to allow creative
161 interpretations. Winners will receive gift cards, and their photos will be printed on canvas for
162 display at City Hall for the 2025-2026 year, enhancing the semiquincentennial celebration.

163
164 Dallas Golden volunteered to create a 30-second social media video to promote the contest,
165 offering tips for better photography.

166
167 Linda Horrocks planned to include the contest in the late summer/early fall event signs around
168 town.

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The Committee also discussed aligning the contest with Constitution Month (September 2025), potentially promoting the fifth-grade Great American Award (reciting the Preamble, naming presidents, etc.) and encouraging the mayor to recognize participants at school assemblies or City Council meetings to boost engagement.

4. PUBLIC WORKS UPDATE

Jon Rueckert provided an update on Public Works projects and support for upcoming events. For Liberty Fest, Public Works will operate in the background, ensuring logistical support without wearing the neon yellow volunteer shirts. He reported the layout for the race and car show remains consistent with prior years, with equipment needs including three tables, two canopies, and confirmed power availability to avoid generator costs.

Randy Simmons confirmed the Fox Hollow water station setup with no major changes required.

Jon Rueckert also updated the Committee on Hatch Park, noting that construction will begin in late July 2025, starting with mass grading, and the park will officially close on July 1, 2025. He also provided updates on the construction of the Foxboro Wetlands Park and dog park shared with Woods Cross. He mentioned a ribbon-cutting ceremony would be planned for the dog park once it was more complete.

The Committee discussed naming the park “Flash Cairo Dog Park” after two police dogs, one from each participating city since there were no known losses of police dogs in the line of duty.

Jon Rueckert mentioned a new sticker test for City signage to replace old logos, designed to last 5-7 years. He also noted ongoing training of a new police service dog named Myla that would assist as autism support for Spectrum Academy students and work with Officer Bradley, the school’s resource officer.

5. CITY COUNCIL UPDATES - COUNCILMEMBER TAMMY CLAYTON

Tammy Clayton provided a brief update, noting that most relevant items were already discussed, including the City Council’s approval of the semiquincentennial theme for 2025-2026 events and volunteer coordination for Liberty Fest. She emphasized the need for a July meeting to finalize Back to School Night plans and confirmed she would coordinate with the Youth City Council (YCC) for their involvement in the Back to School event. She also agreed to provide content for the July e-newsletter promoting upcoming events and would ensure volunteer shirt sizes were finalized with Linda Horrocks.

6. APPROVAL OF MINUTES FROM MAY 27, 2025

211 The Committee reviewed and approved the Civic Events Committee minutes of May 27, 2025,
212 as drafted.

213

214 **Committee Member Carr moved to approve the meeting minutes of May 27, 2025.**

215 **Committee Member Johnson seconded the motion. The motion was approved by**

216 **Committee Members Carr, Contreras, Golden, and Johnson.**

217

218 7. SCHEDULE FOR THE NEXT CIVIC EVENTS COMMITTEE

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220 The Committee scheduled the next meeting for Monday, July 21, 2025, at 6:00 p.m. at the Public
221 Works Building, adjusting for the July 24 holiday.

222

223 Elexis Contreras stated she was unable to attend in person due to travel but she agreed to join via
224 Zoom or phone call.

225

226 The Committee determined the meeting would focus on finalizing Back to School event details,
227 advancing semiquincentennial planning, and reviewing Liberty Fest outcomes, with an emphasis
228 on keeping the meeting concise.

229

230 Jon Rueckert confirmed the availability of the Public Works Building for the meeting.

231

232 8. ADJOURN

233

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

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

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Wendy Page, City Recorder



MONDAY JULY 21, 2025

6:00 PM

Agenda

- 1) Welcome and Introductions
- 2) Public Comment
- 3) Upcoming Events
 - a) Back to School
 - b) NSL Photo Contest
 - c) Unity in the Community – Latino Heritage
 - d) Halloween Spooktacular
 - e) 250th Anniversary of America in 2026 Incorporation into Events
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- 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

- **Back to School Aug 4**
- **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





WELCOME TO
Flash Cairo
DOG PARK
NORTH SALT LAKE * WOODS CROSS

Two black silhouettes of dogs are positioned on either side of the text. The one on the left is a dog sitting upright, and the one on the right is a dog lying down.

Dog Park

Project Update

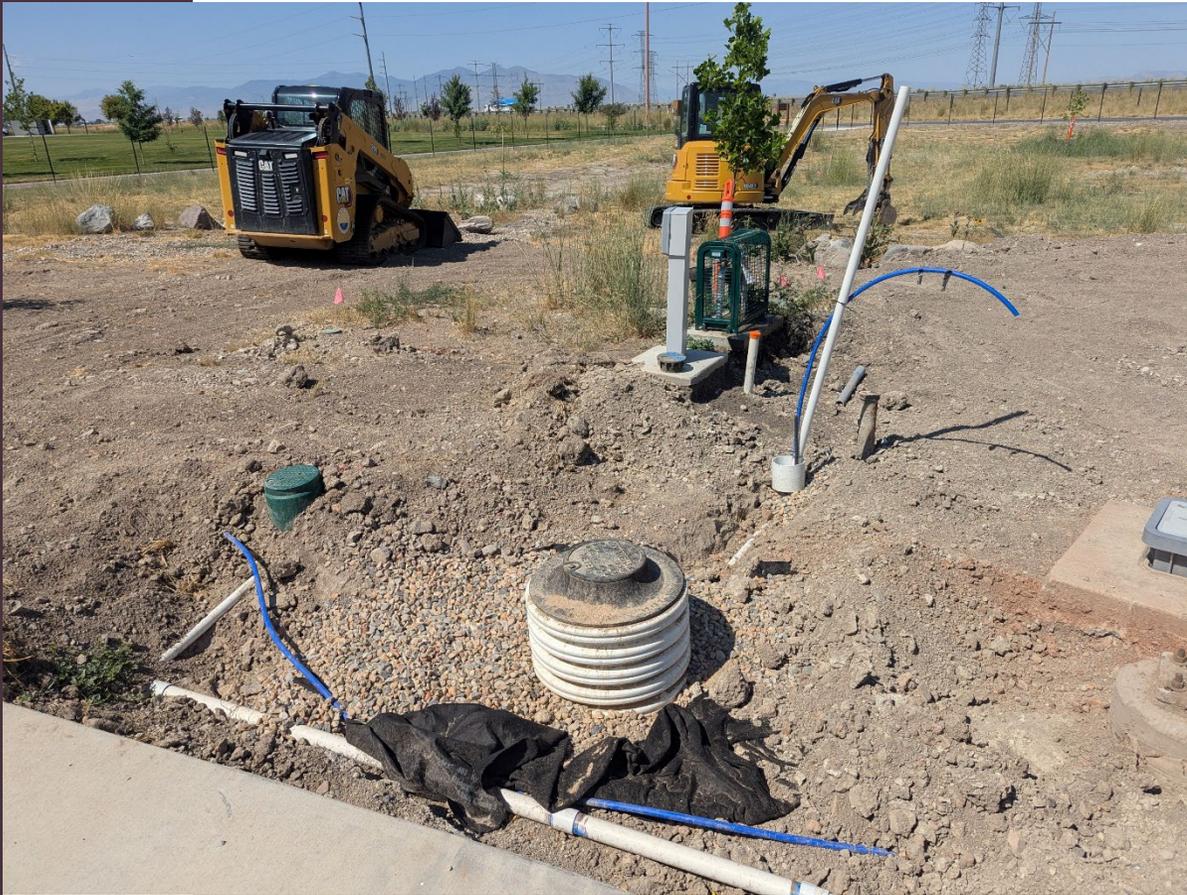
- Fence soon
- Final flatwork
- Logo
- Signage
- Weed/Sticker Clean up
- Stripe parking lot
- Cleaning Service

Dog Park





Dog Park



Dog Park

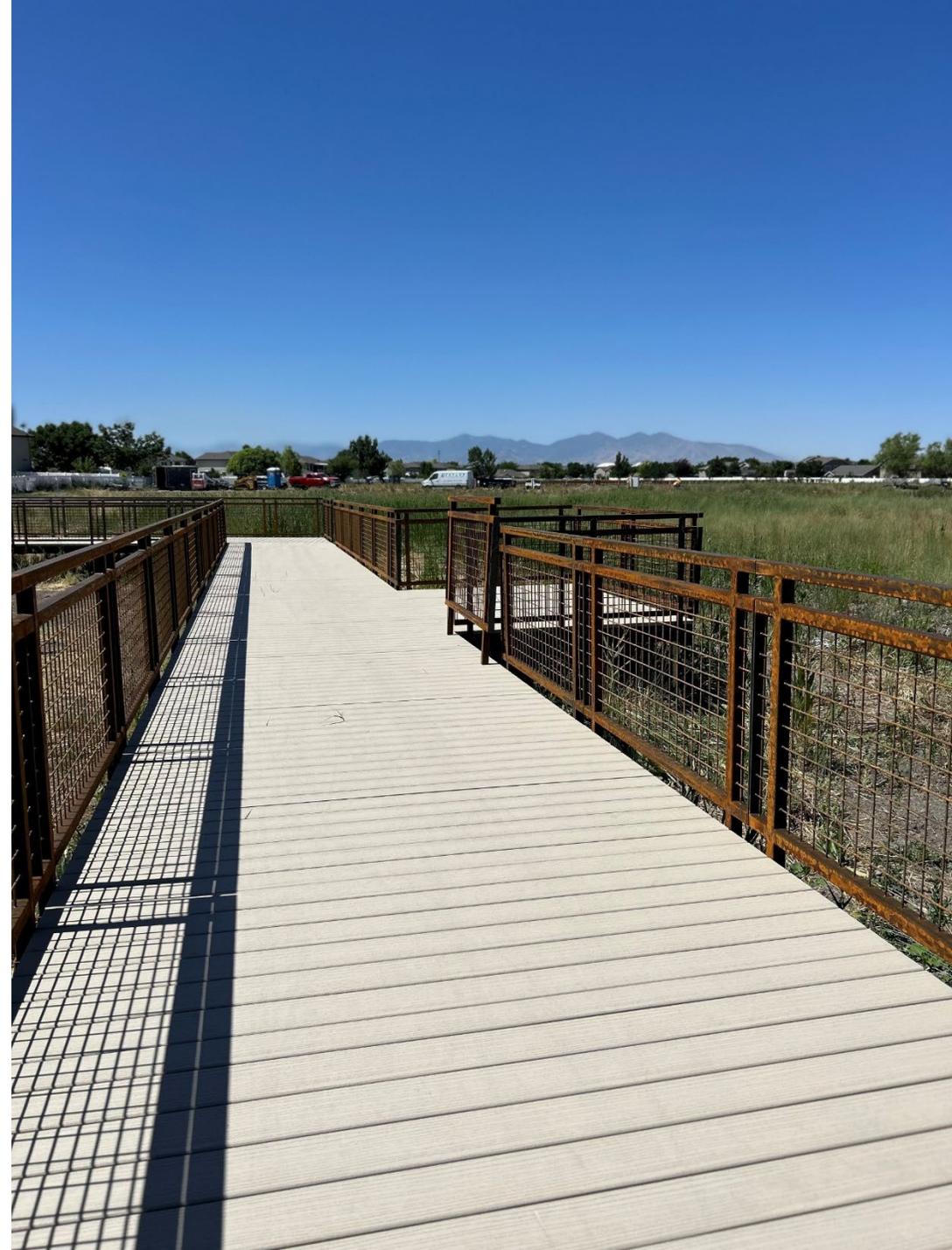


Thank You!!!

Project Update

- Boardwalk almost complete
 - Handrails/Bolts
- Landscaping done next week
- Estimated completion August 1st

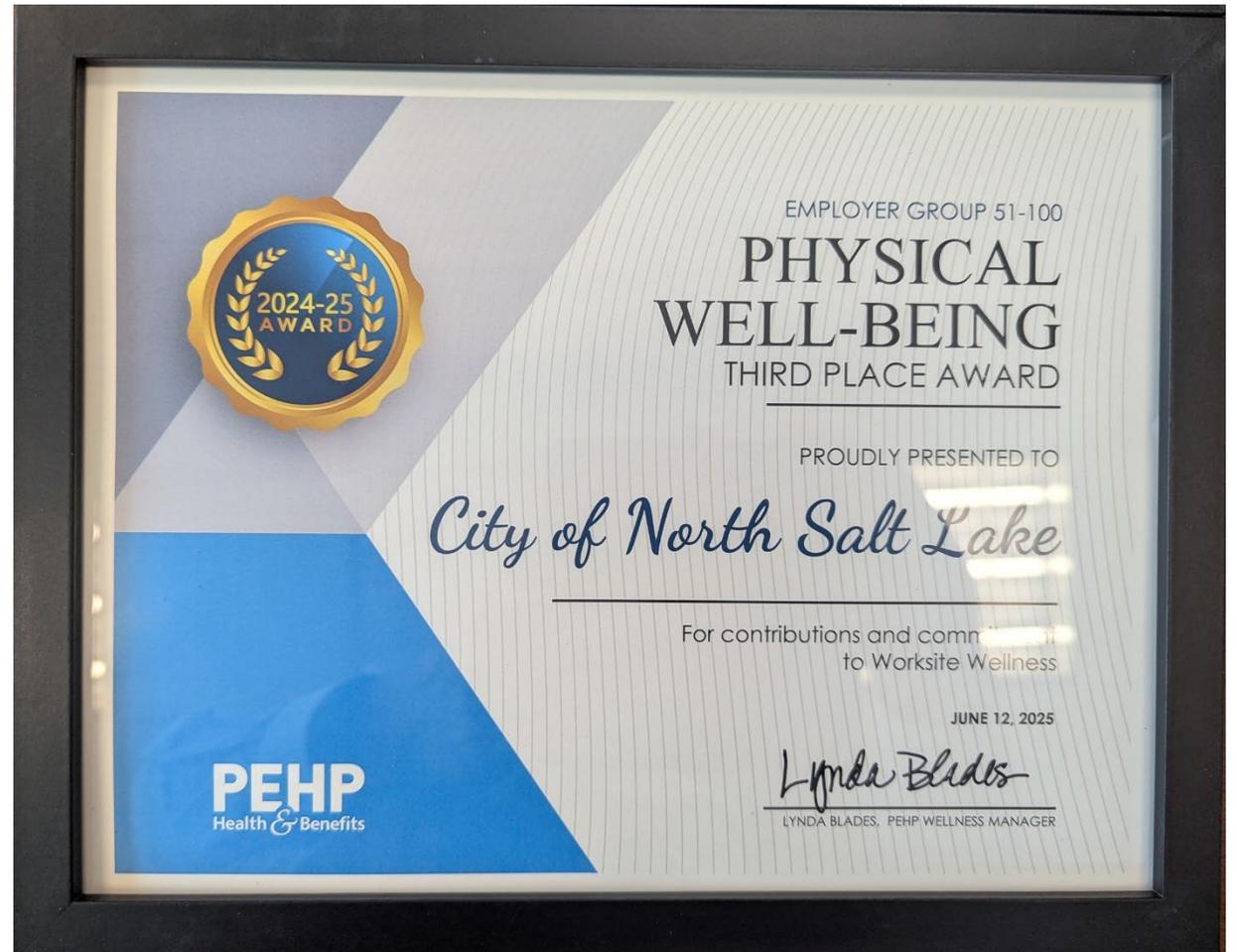
Wetlands Park



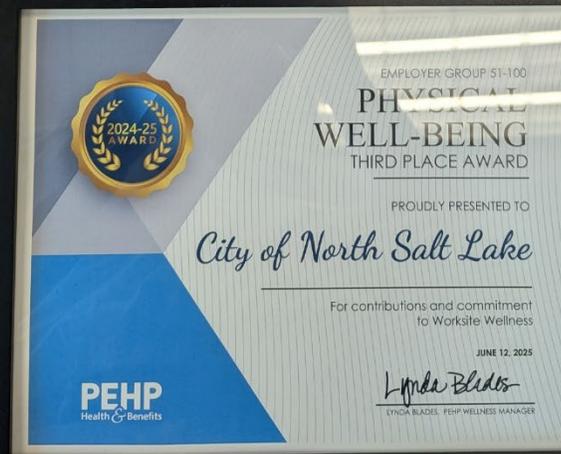
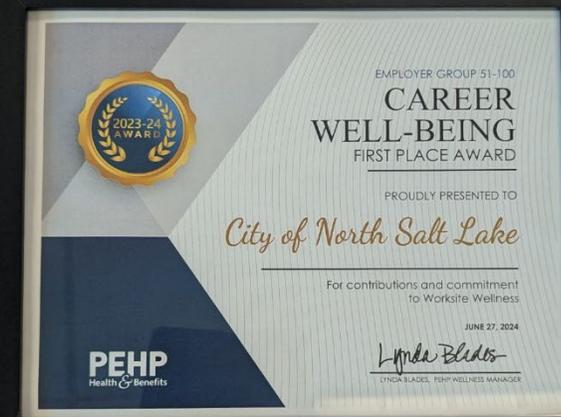


Wetlands Park

Congratulations!



Congratulations!



5.) City Council Updates

Tammy Clayton





6.) Approval of Minutes from June 24, 2025

Possible Motion

I move that the Civic Events Committee formally approve the Meeting Minutes from the June 24, 2025 meeting.





7.) Schedule for the next Civic Events Committee

8.) Adjourn

