Kearns Community Committee
Meeting Minutes
Tuesday—October 6, 2026

Element Event Center
5658 S. Cougar Lane—2nd Floor
Kearns UT 84118

1. **CALL TO ORDER**

Chair Sue Willis called the meeting to order at approximately 6:00 p.m.

2. **DETERMINE QUORUM**

A quorum was determined to be in attendance. Present were Susan Willis, Chair; Michel Conrad, Vice Chair; Bridgette McQueen, Jerry Wellman, Jose Cuenca, and Paula Larsen.

Members excused included Edward Aguirre, Joanna Medina, and Joel Trujillo.

Others Present: Chief Levi Hughes – UPD,

3. **CONSENT AGENDA**
   - **A.** Minutes for Review and Approval
     - **a.** September 1, 2026

Corrections to the draft minutes were discussed, including clarifications related to comments attributed to correct name spelling.

Bridgette McQueen moved to approve the September 1, 2026 minutes as amended. Jose Cuenca seconded the motion; vote was 6-0, unanimous in favor with Edward Aguirre, Joanna Medina and Joel Trujillo absent from the vote.

4. **PUBLIC COMMENT** – *None*

5. **STAKEHOLDERS AND SUBCOMMITTEE REPORTS**
   - **A.** Unified Police Department - Chief Levi Hughes

Chief Levi Hughes reported continued strong performance from the designated traffic enforcement car, generating hundreds of citations and enabling more consistent follow-up on neighborhood traffic concerns. He noted that November would be dedicated to an expanded traffic operation previously referred to as "Carmageddon," intending to cycle systematically through each precinct in anticipation of winter parking issues. He also discussed upcoming fall and Halloween-related events, including participation at Harmons and coordination surrounding the Olympic Oval's event, which required clarification regarding public access and fee requirements.

   - **B.** LDS Communications – Richard McCune

Mr. Richard McCune announced the opening of a new Community Resource and Family Search Center located east of the railroad underpass. The center provides genealogy and family history assistance, including Spanish-speaking consultants, and is open most days of the week. Flyers were distributed for committee awareness.

C. Kearns City Council – Councilwoman Lyndsay Longtin

Council Member Lyndsay Longtin reported on the Kearns Memorial flag maintenance concerns raised by residents. The City will assume responsibility for regularly inspecting, maintaining, raising, and lowering the flags, including the replacement of American flags and eventual review of the armed forces flags. She confirmed that the maintenance contract cost is under $100 every three months. Questions were raised about weed control, upkeep of historical plaques, and general memorial condition, and she committed to taking these concerns back to City staff.

6. **COMMITTEE BUSINESS** (Discussion/Motion)
   A. Taste of Kearns 10/7 – Michelle, for KHS student outreach -- Discussion

The committee finalized preparation plans for Taste of Kearns to be held the following day. Susan explained the decision to purchase hot-dog sleeves rather than clamshell containers due to a significant cost difference. Supplies including 2,000 hot dogs, buns, and bottled water would be delivered prior to 4:30 p.m. Student representatives Michelle Jimenez-Campos and Jackson Larson provided updates on event layout, parking changes, volunteer coverage, and performance schedules. UPD discussed parking needs for officers, and all groups coordinated unloading plans and assistance for the large volume of food and materials.

B. KHS Homecoming Game 10/9 – Discussion

Planning continued for participation at the Kearns High School Homecoming Game. The committee agreed to arrive around 6:00 p.m. to prepare before the 7:00 p.m. start. Student government offered help with unloading materials, and committee members coordinated canopy, table, and swag distribution.

C. Harmon's Trunk or Treat event 10/12 – Paula Larsen -- Discussion

Paula Larsen reported that Harmons requested spooky music and confirmed vendor setup beginning at 3:00 p.m. The event start time is 4:30 p.m. Susan purchased 60 pounds of candy, with plans to bring décor and additional treat bags from storage. Discussion included power needs for a PA system, committee arrival times, traffic flow, and bag quantity expectations based on last year's turnout.

D. Flag Maintenance – Discussion and Potential Action

No additional committee action was required, as this issue was addressed during Councilwoman Longtin's earlier report on the City assuming responsibility for flag maintenance.

E. ACCT Insurance (insurance cancelation and pro rata reimbursement) – Discussion

The committee revisited the insurance issue. Lisa, the city attorney, was expected to prepare a formal letter documenting the committee's decision to discontinue coverage and to coordinate reimbursement for the months overlapping with City insurance. It was confirmed that Paula Larsen, as chair of the Kearns Community Council, would sign the letter. The insurance cost was clarified to be approximately $1,300. The committee agreed that the letter should be completed and sent within the week.

F. Upcoming Events—Discussion and Potential Action

Committee members discussed preparations for Christmas on 54th and the Holiday Festival at the Utah Olympic Oval. They reviewed remaining supplies from prior years, including scarves, socks, and finger-light

projectors, and discussed ordering quantities for hot chocolate, with a recommendation to reduce the order to 700 servings. The committee affirmed use of the same Santa performer as last year and noted the need to coordinate permitting with Madison. Additional discussion included decorating existing trees, tracking decorations with serial numbers, and ensuring adequate volunteers and equipment for the event.

7. **CLOSED SESSIONS IF NEEDED AS ALLOWED PURSUANT TO UTAH CODE §52-4-205**

   No closed session was held.

8. **ADJOURN**

Michael Conrad motioned to adjourn. Jerry Wellman seconded the motion; vote was 6-0, unanimous in favor with Edward Aguirre, Joanna Medina and Joel Trujillo absent from the vote.