



MEETING MINUTES

Beautification Advisory Committee

Meeting Date: November 12, 2025

Meeting Time: 6:30PM

Meeting Location: 2nd Floor Public Safety Building

Members Present:

Gary Elrod (Chairperson)
Ethan Fogle (Vice Chair)
Nicole Burgess (Secretary)
Steve Bard
Taylor Bellopatrick
Jenna Hatala
Lynn Khadra
Terry Meek

Also Present:

Greg Patterson (City Council Liaison)
Shawn Young (Staff Liaison)

Excused Absences: N/A

Unexcused Absences: N/A

- I. Call to order at 6:35 p.m.
- II. Meeting agenda was approved
- III. Public comments: No members of the public were present
- IV. Minutes of the October 22, 2025 meeting were approved
- V. Old business
 - Adopt-A-Garden Plot Selection
 - Gary will loop all BAC committee members in on his communications with Library Director Matt Church so that we can coordinate a time to visit and evaluate available plots
 - Gary will turn over the signup form – which is tied to the QR code on our flyer – to Ethan so we can track future sign-ups
 - Holiday Luminary Project
 - We plan to set up approx. 200 luminaries in Bacon Park on the winter solstice (Sunday, December 21, 2025) where they'll remain through the holidays for the community to walk through

- Steve coordinated with Library Director Matt Church, so luminary sponsorship and decorative tag sales are now up and running at the library
- Final flyer and blurb were passed along to Caitlin in the communications department for sharing on city channels
- We decided to schedule luminary set-up for the morning of 12/21 – the BAC will get together to add tags to luminary bags and help with display setup
- Holiday Parade Participation
 - BAC and Tree Board banners are still in progress – Gary will provide any updates
 - Most committee members will be available to march in the parade Saturday December 6, 2025; we are awaiting final details on the lineup timing and logistics
 - We discussed preparation and several BAC members volunteered to support:
 - Ethan will bring a wagon for us to tote candy
 - Terry will shop for candy to hand out
 - Taylor will shop for light-up necklaces and similar decorations and coordinate expenses with Shawn

VI. New Business

- Election of BAC Officers
 - The committee voted to elect
 - Jenna Hatala Chairperson
 - Ethan Fogle Vice Chair
 - Nicole Burguess Secretary
 - Nicole will reach out to boards and commissions to request updates to BAC web page reflecting the new officers
- End of Year Project – Scrapbook
 - We will develop a slideshow highlighting BAC projects and contributions using Google slides
 - Committee members were asked to provide photos and/or summary bullets of any project contributions into shared folder
- 2026 Project Prioritization
 - We decided we will use our December meeting to brainstorm initiatives and priorities for 2026. Each member will plan to come to that meeting with 3-5 ideas for ways we can engage with the community more frequently. In the meantime, we will also get a shared folder set up with calendar template and other tools to support longer-term planning.

VII. Staff Liaison Update – Shawn Young

- Shawn will share end of year project requirements

VIII. City Council Liaison Update – Greg Patterson

- No updates

IX. Meeting adjourned at 7:26 p.m.

Next meeting: Wednesday December 10, 2025, at 6:30PM, Public Safety 2nd floor

Minutes prepared by Nicole Burgess (Secretary) on November 17, 2025.

DRAFT