



CHRISTMAS VILLAGE ADVISORY COMMITTEE MEETING

Minutes of the regular meeting of the Christmas Village Advisory Committee held Thursday, October 8, 2026, at 4:00 p.m. at the Warehouse – BDO Building 13A, 200 N 1000 W Ogden, UT.

Members Present:	Robin Parent	Richard Armstrong
	Nick Morris	Judi Culley
	Jacob Chadwick	Shaylee Stevens
	Josh Smith	Jules Wall

Members Absent:	Michelle Miller	Craig Bielik
	Flor Lopez	Niki Lovell
	Cameron Wood	Michelle Edwards
	Sarah Herold	

Ex-Officio: Monte Stewart, Director of Parks, Trails, and Cemetery
Stacey Olsen, Volunteer Coordinator
Dottie Lopez, Administrative Assistant
Ryan Parent, Area Maintenance Supervisor

CALL TO ORDER

Chair Parent called meeting to order.

MINUTE APPORVAL

Member Stevens motioned to approved minutes, Member Chadwick seconded. Approved unanimously.

Shaylee Stevens

Member Stevens took a few minutes to introduce herself.

Breakfast with Santa

Member Wall stated that we have received the bid from Peddlers. She is working on a magic kit for the kids to receive – Member Miller stated that he has a friend that would like to donate packs of Pokémon cards to the children, he asked if they could be added to the bags. They also have an employee that would like to be an elf and help pass out the goodie bags. The committee agreed to keep the tickets at \$30 each.

Member Culley will seek a donation from Valley Market to sponsor a table for a YCC family, she has also secured the balloon people.

UTA PRESENTATION

UTA has agreed to give the Village \$3,000 for their logo on the signs at the train and also on the banners around the amphitheater grounds.

MUPPET CHRISTMAS CAROL

The movies are scheduled for December 23rd. Contracts have been signed.

BELL WALL

Member Smith showed some bell and bow options. The committee discussed and all agreed to go with the vintage bells.

STORE

Staff Olsen asked everyone to send over the items for the store that they would like purchased to sell.

COMMITTEE

- Member Wall stated that she would like to work on the float.
- Member Wall asked how the funds work. Staff Olsen and Director Stewart stated that the sales and donations to the Christmas Village are deposited into a dedicated account for the committee to control. We do still need to follow all City and State purchasing policies when making a purchase.
- Member Stevens asked what her job will be during the Breakfast with Santa. Most likely she can help with the food serving, but she may be shifted to registration table.
- Member Morris asked about moving the Ogden sign to the corner of Grant and 25th Street. Supervisor Parent and Chadwick said they would look at making that adjustment.
- Staff Olsen reported that USA Today reached out and we are once again nominated for the best Holiday Light Display in the nation. Voting will start Nov 5 to Nov 30. Once we have the link to vote, we will share with everyone.

DATES TO REMEMBER

Honorary Mayor Presentation November 17th - 6PM, City Council Chambers

Cottage Inspection November 23rd & 27th - 11AM, meet at Store

Opening Night November 28th

Breakfast with Santa Decorate December 11th - 8AM meet at Parks Office, 9AM at Union Station

Breakfast with Santa December 12th – Meet at 7AM
Muppet Christmas Carol Date December 23rd

NEXT MEETING

Date: Thursday, November 17, 2026

Time: 4:00 p.m.

Location: 7th Floor Conference Room at 2549 Washington Blvd. – Municipal Building

ADJOURNMENT

Motion to adjourn by Member Culley, Member Morris seconded. Meeting adjourned at 4:55p.m.



Stacey Olsen, Volunteer Coordinator

Date Approved: 10/16/26