



MEETING MINUTES

Beautification Advisory Committee

Meeting Date: March 25, 2026

Meeting Time: 6:30PM

Meeting Location: Community Center Conference Room

Members Present:

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

Also Present:

N/A

Excused Absences:

Gary Elrod (City Council Liaison)
Shawn Young (Staff Liaison)
Nicole Casaceli (DPW Staff)

Unexcused Absences:

N/A

- I. Call to order at 6:33 p.m.
- II. Meeting agenda was approved
- III. Public comments: No members of the public were present
- IV. Minutes of the February 25, 2026 meeting were approved
- V. Old business

☐ Adopt A Garden Planning

- ☐ We reviewed and provided feedback on the information packet. Final suggestions are due by April 1 so content can be finalized, a one-page flyer created, and all materials distributed to the public.
- ☐ We have a few additional locations available to adopt, including the Senior Center and Community Center areas.

- We will promote the Adopt A Garden program through the month of April with social posts (coordinated with Berkley Comms), flyers in key locations, and individual outreach.
- April 30 is our target sign-up deadline for volunteers. There is an online confirmation form where volunteers provide contact info, group name (for signage), and top two preferred garden slots.
- We are continuing to do research into garden sign options and costs. Ethan will inquire with a local business about options.
- There is some planned construction at the library slated for this spring/summer, so we are awaiting confirmation that this is going forward to understand whether the library is available for adoption or not.

□ Spring Clean-Up

- We will determine the date and location of our next clean-up at the next meeting, since cold weather is expected in April.

VI. New Business - N/A

VII. Staff Liaison Update – N/A

VIII. City Council Liaison Update – N/A

IX. Meeting adjourned at 7:23 p.m.

Next meeting: Wednesday April 22, 2026 at 6:30PM, Public Safety 2nd floor

Minutes prepared by Nicole Burgess (Secretary) on March 27, 2026.