



MEETING MINUTES

Beautification Advisory Committee

Meeting Date: February 25, 2026

Meeting Time: 6:30PM

Meeting Location: 2nd Floor Public Safety Building

Members Present: Jenna Hatala (Chairperson)
Nicole Burguess (Secretary)
Taylor Bellopatrick
Lynn Khadra

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

Excused Absences: Ethan Fogle (Vice Chair)
Steve Bard
Terry Meek

Unexcused Absences: N/A

- I. Call to order at 6:32 p.m.
- II. Meeting agenda was approved
- III. Public comments: No members of the public were present
- IV. Minutes of the December 12, 2025 meeting were approved
- V. Old business
 - ☐ Holiday Luminary Project Recap
 - ☐ We are happy with the results of our first Bacon Park display. Next year we'll get twice as much sand to prevent the luminaries from falling over, and we also plan to get luminary sponsorship sales up and running earlier, targeting by Halloween.
 - ☐ \$53 came in from sponsorship / tag sales
 - ☐ Adopt-A-Garden Planning

- The program will run from May through October 2026
- We are compiling a list of adoptable garden areas – some open to start “from scratch” and others that need less effort for maintenance/upkeep – and adding it to our program flyer ahead of our next committee meeting. There will be approx. 10-12 available plots outside the library, community center, public safety, and around signs in public parks.
- We have some early hand-raisers interested in adopting gardens, and we’ll conduct additional outreach in March and April to drive sign-ups for the May launch.
- BAC will be adopting a garden at the Berkley Public Library to use as demo garden space, and we discussed putting some of our budget toward flats of flowers and/or native plant seedlings.
- We’ll also do research into options for garden signs and group email/chat ahead of our next meeting so that we can clearly mark adopted gardens and adopters can communicate with us and each other throughout the program duration.

VI. New Business

- Financial Update – we have \$800 in the committee fund for future projects
- Member Resignation – Terry Meek resigned her position on the committee. We thank her for her service. We’ll reach out to request an update to our member list on the web page.
- Spring Cleanup – at our next meeting, we’ll determine location for a spring clean-up day, which will be open to the public, and we’ll communicate our plans to the community.

VII. Staff Liaison Update – Shawn Young

- Bacon water main project will begin in spring 2026
- DPW is coordinating with Consumers for gas main projects starting in spring 20206 as well

VIII. City Council Liaison Update – Gary Elrod

- The Parks & Recreation master plan is available and all BAC members should review it for areas of potential overlap including cleanups so that we can focus on areas of shared priority.

IX. Meeting adjourned at 7:38 p.m.

Next meeting: Wednesday March 25, 2026 at 6:30PM, Public Safety 2nd floor

Minutes prepared by Nicole Burgess (Secretary) on March 3, 2026.