

CITY OF BERKLEY
BEAUTIFICATION ADVISORY COMMITTEE

MINUTES OF MEETING
Wednesday, September 24, 2025
6:30 P.M. 2nd Floor Public Safety Building

PRESENT: Ethan Fogle (Vice Chair)
Stephen Bard (Secretary)
Taylor Bellopatrick
Nicole Burgess
Jenna Hatala
Lynn Khadra
Terry Meek

IN ATTENDANCE: Nicole Casaceli

**EXCUSED
ABSENCES** Gary Elrod (Chair)
Greg Patterson (City Council Liaison)
Shawn Young (Staff Liaison)

ABSENCES:

AGENDA

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes August 27, 2025
4. Community Center Cleanup
5. Adopt a Garden
6. Holiday Luminary Project
7. Holiday Parade
8. Staff Liaison Update – Shawn Young
9. City Council Liaison Update – Greg Patterson
10. Other Items
11. Adjourn

Meeting was called to order at 6:32

1. Roll Call

2. Agenda for the Meeting was approved

3. Minutes of the August 27, 2025 Meeting were approved

4. Community Center Cleanup

Members of the Committee met at the Community Center on September 21st to remove unwanted items in the beds surrounding the building and replace with contributed and transplanted plants and perform an overall cleanup of the area. It was noted that the DPW committed to removing the trees on the west side of the building. In addition, Nicole visited the native plant sale sponsored by the Berkley Environmental Advisory Committee. From the sale, she obtained 2 Foxglove Beardtongues, one Clustered Mountain Mint and one Blue Mistflower and planted them at the Community Center. Nicole pledged to water and keep an eye on the area in the coming weeks to help establish the new items.

5. Adopt a Garden

The Adopt a Garden brochure was distributed at the Touch-A-Truck event. Nicole (from the DPW staff) pledged to explore effective communication options to promote the Adopt a Garden project; including social media, leaving the brochure at potential plots, etc. The members briefly discussed other aspects of the Adopt a Garden project/process including the assignment of the 10-12 anticipated sites.

6. Holiday Luminary Project

The Members discussed the Holiday Luminary Project that will take place at Bacon Park. It was decided that the display of lights will begin on December 21st and weather permitting may continue through New Years. The Committee discussed the communication and logistics of the project. The Committee decided that residents will “sponsor” the lights to be displayed and will be recognized by name tags. Jenna volunteered to design a name tag for lights so residents will be recognized for their participation. Steve pledged to contact the library staff to coordinate the potential sale of lights (tags) at the library.

7. Holiday Parade

After a brief update from Ethan of the Tree Board plans, Members discussed participation in the Holiday Parade. It was decided that the BAC and Tree Board will walk the parade together. Ideas for decorations, outfits, lights, etc. were briefly discussed and will be finalized at a later meeting. The Committee agreed to have a combined Beautification Advisory Committee and Tree Board banner made. They also agreed to have a separate Beautification Advisory Committee banner made.

8. Staff Liaison Update – Shawn Young

Shawn was unable to attend the meeting. Nicole Casaceli from DPW introduced herself and informed the Committee that she will be attending meetings to provide consistent staff coverage in Shawn's absence. Nicole has experience in another community managing rain gardens and native plantings which may be helpful to the Committee. Nicole pledged to facilitate the Committee's efforts especially in communication of the various BAC projects. The Committee welcomed her.

9. City Council Liaison Update – Greg Patterson

Greg Patterson was unable to attend the meeting.

10. Other Items

Jenna unveiled the BAC logo that she designed with Member's feedback. The Committee agreed it was a great addition to the BAC and thanked her for her efforts.

Nicole offered to step in as the Secretary of the Committee. Steve will aid in the transition.

11. Meeting adjourned at 7:17.

Next Meeting scheduled for October 22nd on the 2nd Floor of the Public Safety Building at 6:30 pm.

Minutes prepared by: Stephen Bard, (Secretary) on September 27, 2025.