

**MEETING MINUTES**  
**BEAUTIFICATION COMMISSION**  
**AUGUST 18, 2026 - 6:00 P.M.**  
**FARMINGTON HILLS CITY HALL – COMMUNITY ROOM**  
**31555 ELEVEN MILE ROAD, FARMINGTON HILLS, MI 48336**

**CALL TO ORDER BY:** Chairperson Kailee Sosnowski at 6:00 PM in the City Hall Community Room.

**MEMBERS PRESENT:** Kailee Sosnowski, Michael Harris, Robert Levine, Sherri Garrett, Frank Romano, September Ingram (arrived late)

**MEMBERS ABSENT:** Evan Rosin (travel)

**OTHERS PRESENT:** Bradley Mendelsohn, Asst. City Attorney, Valerie Knol, City Council Liaison, Tracey Emmanuel, Staff Liaison, Guest: Patricia Mullan

**APPROVAL OF AGENDA**

Motion by Levine, seconded by Sosnowski, to approve the Agenda as submitted. Motion carried: 5-0.

**APPROVAL OF MINUTES**

Motion by Sosnowski, seconded by Garrett, to approve the Minutes of July 21, 2026 as submitted. Motion carried: 5-0.

**CORRESPONDENCE AND ANNOUNCEMENTS**

BCSEM 2026 Fall Quarterly Meeting Registration form is available.

**REVIEW OF CALENDAR**

The Commissioners reviewed the calendar. Update the calendar with the 2026 Beautification Awards Ceremony information.

**OLD BUSINESS ITEM**

- A.** Agenda Management and Meeting Efficiency Part II  
Assistant City Attorney Brad Mendelsohn presented “Conducting Effective Meetings and Making Good Decisions” to the Commission, followed by a question-and-answer session. Mr. Mendelsohn will also provide written responses to questions submitted by Rosin, who was unable to attend the meeting. At the request of Knol, those written responses will be provided to the entire Commission.
- B.** Appointment of Interim Commission Secretary  
Motion by Garrett, seconded by Levine to elect Ingram to serve as Interim Secretary of the Commission. Motion carried: 6-0.

**C. BC Awards 2026 – Planning/Commissioner’s Award**

1. Motion by Harris, seconded by Levine, to select the recipient of the Commissioner’s Award, with the winner to be announced at the October 2026 Awards Ceremony. Motion carried 6-0.
2. The Commission discussed the format of the ceremony and filling volunteer positions as follows:
  - a. Reception Table: Ingram, Romano, Garrett
  - b. Welcome: Sosnowski
  - c. Special Greetings: Mayor & City Manager
  - d. Presentation & Commissioner’s Award: Sosnowski
  - e. Certificate Table: Levine, Garrett
  - f. Sign Distribution: Sosnowski, Harris, Emmanuel

**D. Member Proposal: Awards Program Ceremony/Nomination Forms**

Harris postponed his presentation until the September meeting and stated that he prepared a survey he would like to use at the Awards Program Ceremony. Motion by Harris, seconded by Garrett, to provide a survey questionnaire to Awards Program Ceremony attendees to complete. Motion carried: 6-0. Motion by Sosnowski, seconded by Romano, to amend the previous motion to require that the survey questionnaire be brought before the Commission at its September meeting for review and approval prior to its use at the Awards Program Ceremony. Motion carried: 6-0.

**NEW BUSINESS ITEMS**

None.

**PUBLIC COMMENTS**

Patricia Mullan spoke regarding the proposed ceremony format.

**COMMISSIONER COMMENTS**

None.

**NEXT MEETING DATE:** September 15, 2026.

**MEETING ADJOURNED BY:** Chair Sosnowski at 8:16 PM.

Respectfully Submitted by Tracey Emmanuel, Staff Liaison