

MEETING MINUTES  
BEAUTIFICATION COMMISSION  
FEBRUARY 18, 2025 - 6:00 P.M.  
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM  
31555 ELEVEN MILE ROAD, FARMINGTON HILLS, MI

**CALL TO ORDER BY:** Secretary Kathie Brown at 6:03 PM. in the City Hall Community Room.

**MEMBERS PRESENT:**, Kathie Brown, Jawahar Babu, Robert Levine, Kailee Sosnowski

**MEMBERS ABSENT:** Alex Clar (car trouble), JoAnn Rowland, Erika Johnson

**OTHERS PRESENT:** Tracey Emmanuel, Staff Liaison

**APPROVAL OF AGENDA**

Motion by Levine, second by Babu, to approve the agenda as presented. Motion carried: 4-0.

**APPROVAL OF MINUTES**

Motion by Brown, second by Levine to approve the minutes of January 21, 2025 as submitted. Motion carried: 4-0.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Erika Johnson was appointed to the Beautification Commission on February 10, 2025; her contact information is being verified. BCSEM membership dues and survey letter were received. Brown & Emmanuel will complete and submit the survey.

**REVIEW OF CALENDAR**

No changes.

**OLD BUSINESS ITEM**

- A. BCSEM June 12, 2025 Quarterly Meeting Update
  1. Venue: Motion by Brown, second by Levine to change the venue from Huron River Club to the Costick Center due to the Huron River Club's inability to provide tax exemption. Motion carried: 4-0. Schedule commissioner access for event setup for 8AM.
  2. Food Service: The City is contracted with Gourmet Express to provide the breakfast and lunch items.
  3. Centerpiece: The mirror and candle provided by Costick will be used.
  4. Raffle Prizes: Brown has secured three prizes; at least 20 more are still needed.
  5. Presenters: One presenter confirmed – Ashlie Smith, Farmington Hills Nature Center Supervisor will present on Native Gardens. Levine and Sosnowski will seek a second presenter. Emmanuel requested confirmation of title, credentials and biographies for each presenter for the invite/program.
  6. Emmanuel will invite the Mayor and City Manager to provide welcome remarks.
- B. BC Annual Report 2024 & Goals 2025
  1. Motion by Brown, second by Levine to postpone the decision on requesting budget increase until the next meeting, either through a direct request to Council Liaison Knol or by presenting to the council. Motion carried: 4-0.

**NEW BUSINESS ITEMS**

- A. Challenge Grant 2025 – Emmanuel verified that the State has no 2025 funding for stream/river cleanup program.
- B. Spring 2025 Plant Swap – Emmanuel will contact former Commission Pool to confirm her assistance with this year’s Spring Plant Swap on Saturday, May 10 from 8:30AM to 10:30AM.
- C. 2025 BC Awards
  - 1. Nomination Forms: Available starting 06/02/25, Due by 06/24/25.
  - 2. Judging Packets: Delivered to BC on 07/10/25.
  - 3. Judging Packets & Photos: Returned to staff by 07/24/25.
  - 4. Awards Ceremony Date: Motion by Levine, second by Babu to hold the 2025 Beautification Awards Ceremony on 10/23/25. Motion carried: 4-0.
  - 5. Venue to be selected at next meeting. Emmanuel has a date hold on Costick and the Hawk for 10/23/25.
- D. Beautification Commission Officer Nominations – Motion by Brown, second by Sosnowski to postpone the Officer Nominations until the next meeting. Motion carried: 4-0.

**PUBLIC COMMENTS:** None

**COMMISSIONER COMMENTS:** None.

**NEXT MEETING DATE:** March 18, 2025

**MEETING ADJOURNED BY:** Secretary Brown at 7:18 PM

Submitted by Kathie Brown, Secretary