

**MINUTES**  
**LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION**  
**Wednesday, February 13, 2019**

This meeting was called to order at 6:30 P.M. in the Administrative Conference Room located at City Hall, 100 Civic Center Plaza, Lompoc, California.

- I.           ROLL CALL:           Commissioner Warren Keller  
  Commissioner Susan Gallacher  
  Commissioner Judith McKinnon
- STAFF:                   Sean O'Neil, Secretary  
  Diane Najera, Office Staff Assistant

**PUBLIC COMMENTS:**

No Public Comments were received at this Meeting.

**WRITTEN COMMUNICATIONS:**

No Written Communications were received at this Meeting.

**COMMISSION AND STAFF COMMUNICATIONS:**

Commissioner Gallacher noted that she personally handed out the Holiday Decoration Certificates and the public was so excited to receive them. She noted she really likes the personal contact so the public can put a face to the Commission. Commissioner Gallacher also noted that she got Channel 12 News to come out to the Grand Prize Winner on Rock Rose Lane and the 1<sup>st</sup> Place Winner at the Saints Christmas Village at La Purisima Catholic School Garden.

**CONSENT CALENDAR:**

1.           APPROVAL OF MINUTES:

On a motion by Commissioner McKinnon and a second by Commissioner Gallacher, the 11/14/18 Regular Meeting Minutes and the 12/12/18 Special Meeting – Holiday Decoration Contest Judging Minutes were approved.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

1.    2019 Arbor Day/Recognition Grove Event.

Staff O'Neil informed the Commission that the event will be held on Saturday, April 13<sup>th</sup> at River Park at 10 am. Staff Najera told the Commission invitations will go out six weeks before the event, around March 1st and they will receive theirs at the next meeting. It was noted that the event program will be held at the end of the first parking lot. The Commission was also informed (due to time constraints), the two applications submitted for Lorenzo O. Gonzales and Maida I. Ratchliff were approved to be this year's honorees.

## 2. Set Date for Annual Field Inspection.

Staff O'Neil reminded the Commission of limited resources. Commissioner Gallacher asked if the Commission could get a list of areas of responsibilities for Urban Forestry. Staff O'Neil said he thought this has already been done; maybe not a paper list but verbally. He said he could make a list of areas that could possibly be considered for future work projects. City Staff strongly recommended no new projects at this time but to go back to all previous locations and perform some much needed maintenance. Staff O'Neil also cautioned applications of thick mulch because it breaks down into nutrients, feeds the weeds and spills out into walkways. It was also noted with the recent excessive rains, the weeds will grow abundantly.

Staff O'Neil said this is all a different subject; Beautification Work Projects is not what is on the current Agenda; Annual Field Inspection is.

Commissioner Keller made a Motion with a Second from Commissioner McKinnon to table this item and place in Unfinished Business until a future need to hold the Annual Field Inspection materializes.

Beautification Work Projects was requested to be on the next Agenda.

## 3. Election of Chairperson and Vice-Chair Positions.

Staff O'Neil noted Staff was advised to move forward with these elections even with only three members on the Commission.

Staff O'Neil informed the Commission that the Chairperson (position) needs to step up and be more involved with the community projects.

Commissioner Gallacher nominated Warren Keller for the Chairperson position; he accepted and all Commissioners voted aye. Commissioner Gallacher nominated herself and all Commissioners voted aye.

Therefore; Commissioner Warren Keller is the Chairperson and Commissioner Susan Gallacher is the Vice-Chairperson.

## 4. Approval and Signing of Annual Report.

The Commission approved and signed the Annual Report as written for submittal to the Mayor and City Council.

STAFF ITEMS:

Commissioner Warren Keller noted he has not received any tree requests or concerns from the community and asked if all the Chinese Elm trees are still scheduled to be removed. City Staff, Sean O'Neil replied not all of them and noted he is trying to reorganize the High Maintenance Tree Removal & Replacement Plan. Commissioner Warren Keller asked if the trees were getting thinned out. Staff O'Neil replied yes but noted they are sometimes not able to replant areas where blocks of trees have been removed.

Commissioner McKinnon noted her frustration when the trees on her two block neighborhood got removed. Staff O'Neil said he is trying to figure out how to avoid that but still move forward with improvement repairs of sidewalks, curbs and gutters.

COMMISSIONER REQUESTS:

Commissioner Gallacher inquired about adopt an area, like the adopt a highway program. City Staff Sean O'Neil said he would look into it.

Commissioner Keller asked about Lompoc Valley in Bloom and the Barrel Project. City Staff Sean O'Neil reminded everyone that LVIB is no longer around and the Chamber did not want to give up that project.

Commissioner Gallacher inquired if an update from Brian Halvorson about the CalTrans Grant has been received. City Staff Sean O'Neil replied no and noted the last thing he heard on that subject was the letter of support from the Commission, which was included in the last meeting packet.

ADJOURNMENT:

City Staff/Commission Secretary Sean O'Neil; seeing no further business noted the meeting of the Beautification & Appearance Commission adjourned at 7:15 P.M.

Respectfully Submitted,

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Sean O'Neil, City Staff/Commission Secretary

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