

**MINUTES**  
**LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION**  
**Wednesday, June 12, 2019**

This meeting was called to order at 6:33 P.M. in the Administrative Conference Room located at City Hall, 100 Civic Center Plaza, Lompoc, California.

- I.           ROLL CALL:           Chairperson Warren Keller  
  Vice-Chairperson Susan Gallacher  
  Commissioner Judith McKinnon
- STAFF:                   Sean O'Neil, City Staff/Urban Forestry  
  Supervisor/Commission Secretary  
  Diane Najera, City Staff/Office Staff Assistant III

**PUBLIC COMMENTS:**

No Public Comments were received at this Meeting.

**WRITTEN COMMUNICATIONS:**

Staff Najera distributed a rough draft "working" copy of the Beautification Awards List for tonight's meeting (that should not be taken) and will provide a final copy in the near future.

**COMMISSION AND STAFF COMMUNICATIONS:**

No Commission or Staff communications were received at this Meeting.

**CONSENT CALENDAR:**

1.    **APPROVAL OF MINUTES:**

On a motion by Commissioner McKinnon and a second by Commissioner Gallacher, the Special Meeting annual Field Inspection of 4/4/19 and the Regular Meeting Minutes of 4/10/19 were approved.

**UNFINISHED BUSINESS:**

1.    2019 "Say it with Flowers" Beautification Awards Judging & Annual Appreciation & Awards Presentation Program.

The Commission selected their Overall, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Place Winners. They also discussed possible foods for the events. Chairperson Keller will go by Taco Loco and inquire with them and noted Grocery Outlet will provide the drinks as a donation. Staff

requested the Commission be at the Dick DeWees Center at 3:30 to set up for the event.

#### NEW BUSINESS:

1. Discussion of the ongoing need for a Fundraising Program.

A brief discussion on the need to fundraise was discussed. Commissioner McKinnon suggested to ask community organizations for annual contributions and will solicit with groups that she is part of. Vice-Chairperson Gallacher asked how much money is in the City's budget for the Commission. Staff O'Neil estimated \$1,200 to \$1,800 annually. This item was requested to be on the next Agenda as well for further consideration and discussion.

2. Discussion of Beautification Award Acknowledgement Yard Sign Proposal & Distribution by Vice Chairperson Susan Gallacher.

Vice-Chairperson Susan Gallacher proposed to get some yard signs made and placed in all the Winner's and some of the Honorable Mentions' yards. She elaborated to place them throughout the city for acknowledgement and awareness. All Commissioners loved the idea and fully supported the proposal. Vice-Chairperson Gallacher will get some quotes. She stressed her main goal is to spread the acknowledgement around the whole city, to all areas.

3. Discussion on next Work Project Clean-up.

Chairperson Keller noted the location is Olive & O Street and it definitely needs some maintenance as it is full of weeds. He stress the only problem is a no turn out with the last one and it was a lot of work for just four people. Staff O'Neil pointed out he knows exactly what he means as it is a lot of work for the short staffed city crew as well. Chairperson Keller said more people are needed for the work project clean up or to spray the area. Staff Najera suggested to strategize on how to get more people to attend. This item was requested to be on the next Agenda as well for further consideration and discussion.

#### STAFF ITEMS:

Staff O'Neil reminded the Commission that Diane is retiring in August and he will not be able to provide the office support like she does.

#### COMMISSIONER REQUESTS:

Commissioner McKinnon notified the Commission of the article in the Lompoc Record on May 26<sup>th</sup>, that the Caltrans Sustainable Communities Transportation Planning Grant application for the Lompoc Streetscape Multi-Modal Improvement Plan from Community Development was approved and that the Beautification Commission is supposed to be involved in it. She asked if any further developments have been received. Staff O'Neil replied no, no other information has been received.

ADJOURNMENT:

Chairperson Warren Keller seeing no further business noted the meeting of the Beautification & Appearance Commission adjourned at 7:31 P.M.

Respectfully Submitted,

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Warren Keller, Chairperson

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Sean O'Neil, Secretary

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