

**MINUTES**  
**LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION**  
**Wednesday, July 10, 2019**

This meeting was called to order at 6:35 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
- ABSENT:               Commissioner Rosemary Holmes - Excused
- 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:**

No Written Communications were received at this Meeting.

**COMMISSION AND STAFF COMMUNICATIONS:**

Staff Najera informed the Commission that this will be her last meeting as she will retire next month.

Commissioner McKinnon noted she has received a lot of positive feedback on how much Carol Redhead the community enjoyed the "Say it with Flowers" Beautification Awards Program this year. Vice-Chairperson Gallacher added that she had contacted news reporter Naja Hill from KCOY and had her come and do a segment on the SIWF Program and that she will also come and cover the cruise night at the Old Towne Market this Friday as well. Staff Najera said there was a lot of great publicity about the Program this year and someone even made a video of all the award winning addresses and she forwarded it to the Commission. Vice-Chairperson Gallacher also shared the enjoyment of the yard signs that were already distributed with a brief discussion on guidelines for distribution as well.

Vice-Chairperson Gallacher informed the Commission that she asked Council at the last City Council Meeting, when is the City going to start marketing and cleaning up Pacific Coast Highway (H Street, Highway 1).

**CONSENT CALENDAR:**

1. APPROVAL OF MINUTES:

On a motion by Commissioner McKinnon and a second by Vice-Chairperson Gallacher, the 6/12/19 Regular Meeting Minutes were approved.

UNFINISHED BUSINESS:

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

Chairperson Keller informed the Commission that Dare to Dream Farms has donated two tickets for their upcoming Gardening Brunch & Seminar on 8/17/19 to the Commission for fund raising efforts. A brief discussion on possibilities of how to handle this ensued with no luck as time is very limited and the Commission was not sure how to proceed with the intent. Chairperson Keller also noted he will be speaking at this event and Vice-Chairperson Gallacher voiced her displeasure that D&D Farms only participate in the Village's Farmers Market. Chairperson Keller thinks they will also be participating in the Old Towne Market this year as well. It was decided to decline the tickets for any Commission fundraising efforts.

2. Discussion on next Work Project Clean-up.

The Commission elected to perform weed abatement at the corner of the O Street & Olive Avenue walking path on Saturday, 8/31/19 and will begin soliciting volunteers. They will seek a food donation and requested Staff Najera develop a flyer for the event. Staff O'Neil agreed to have one to two staff members present for assistance. Staff O'Neil suggested to keep in mind another work area just in case a lot of volunteers show up.

NEW BUSINESS:

1. Introduction of New Commissioner.

This item will be deferred until the next meeting as Commissioner Holmes is absent from this meeting.

STAFF ITEMS:

COMMISSIONER REQUESTS:

Vice-Chairperson Gallacher requested a \$10,000 dollar increase in the City's budget for Commission events and work projects. Staff O'Neil suggested the Commission submit a letter to City Council requesting the increase. He will inquire on the correct procedure to pursue this.

Vice-Chairperson Gallacher requested the SIWF judging map be divided more evenly as area #3 was extremely large. Staff Najera reminded everyone there are assigned judging areas so not to judge until they make sure which area was assigned to them. The Holiday Decoration Contest was also mentioned and Staff Najera noted that assigned judging areas does not occur for this event, only nominations are accepted.

Chairperson Keller asked if the Commission was going to participate in the Old Town Market or the Open Streets Event. The Commission choose not to participate in the Old Towne Market at this late date. Staff Najera will inquire when the Open Streets event is and relay the info back to Chairperson Keller. Staff Najera reminded everyone that if they are interested in participating in community events such as this, it needs to be addressed in a timely fashion.

Vice-Chairperson Gallacher also inquired about obtaining e-mail addresses for anyone interested in Commission events.

ADJOURNMENT:

Chairperson Warren Keller seeing no further business noted the meeting of the Beautification & Appearance Commission adjourned at 7:24 P.M.

Respectfully Submitted,

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Warren Keller, Chairperson

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Sean O'Neil, Secretary

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