



MINUTES
LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION
Wednesday, January 08, 2020

This meeting was called to order at 4:34 p.m., by Susan Gallacher, in the Administrative Conference Room located at City Hall, 100 Civic Center Plaza, Lompoc, California.

ROLL CALL: Vice-Chairperson: Susan Gallacher
Commissioner: Rosemary Holmes
Commissioner: Kristofer Clark

NOT PRESENT: Commissioner: Judith McKinnon

CITY STAFF: Urban Forestry Supervisor/Commission Secretary: Sean O'Neil
Urban Forestry OS&I: Kathleen Forbes
Water Analyst: Kristin Worthley

Meeting was also attended by the honorable Mayor of Lompoc, Jenelle Osborne.

PUBLIC COMMENTS:

Jenelle Osborne, Mayor of Lompoc, thanked the Commissioners for volunteering time out of their busy day and their involvement in the important task of keeping Lompoc clean, pretty and welcoming.

WRITTEN COMMUNICATIONS:

No Written Communications were received at this Meeting.

COMMISSION AND STAFF COMMUNICATIONS:

Kristin Worthley, the Water Analyst for the Utility Department commented that she works with the Water Efficiency Group, which met earlier in the day, where the Beautification & Appearance Commission's name came up.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES:

On a motion by Vice-Chairperson Susan Gallacher and a second by Commissioner Kris Clark, the December 11, 2019 Regular Meeting and the December 9, 2010 Special Meeting Minutes were approved.

UNFINISHED BUSINESS:

No unfinished business at this meeting.

NEW BUSINESS:

Susan Gallacher stated that Item 4 on the Agenda will be addressed first, with Item 1 on the Agenda will be heard last.

1. Election of Chairperson and Vice-Chair Positions:

Susan Gallacher volunteered to be Chairperson and Rosemary Holmes volunteered to be Vice-Chairperson of the Commission. Vote was unanimous to approve these appointments. m/s/c

2. 2020 Arbor Day/Recognition Grove Event:

Staff reported that they had not received any Recognition Grove applications at this time. Sean informed the Commission, that in order to qualify for Tree City USA status, we will need to hold an Arbor Day event. This event does not necessarily have to be a Recognition Grove event, but it must be connected to Arbor Day. An example stated would be a tree dedication event, held at River Park, just not a recognition event.

Since the deadline has already passed, the Commission asked if it was possible to extend the application deadline. Staff responded with a 'yes', but we will need to have enough time to order the plaque and get it in. Kristin Worthley suggested that the drought tolerant garden can use a tree or two.

Kristin Worthley stated that she noticed, while walking at Beattie Park, that some of the trees have died, maybe we could just replace those trees. Mayor Osborne stated that, due to the difficulty of sustaining trees because of the lack of water at Beattie Park, Recognition Grove is transitioning from Beattie Park to River Park. Sean O'Neil stated that the Beattie Park area falls under the Park Division. Mayor Osborne suggested we could hold a Re-Dedication Ceremony by planting a few trees and moving plaques next to a couple of those trees to River Park. Sean reported that the first year eleven trees/plaques were moved from Beattie Park, since then, all the trees have been dedicated at River Park. Moving forward, Urban Forestry Division will be overseeing the care of Recognition Grove at River Park. Discussion, that since there are so many trees that have died at Beattie Park, we might consider moving some of the plaques down to River Park with new trees and use this as chance as a re-dedication ceremony. The long term goal of the Grove at River Park is that, as the trees mature, they will provide a shady path in the Park. Susan asked how many plaques will need to be moved; Sean stated that he will look into this. Susan Gallacher made to motion that the Commission consider moving trees/plaques for a Re-Dedication Ceremony at River Park with Kris Clark seconding the motion. m/s/c

3. Set Date for Annual Field Inspection:

Susan Gallacher made the motion to hold a special meeting on Thursday, January 23rd, at 1:30 p.m., to meet at the Corporate Yard (1300 West Laurel Avenue), for the Annual Field Inspection, Kris Clark seconded the motion. Susan requested a map of designated area and responsibilities be disturbed to the Commissioners. m/s/c

4. Discussion of the current make-up and meeting days, times, and locations of the Beautification & Appearance Commission. Provide suggestions or requests to Council of any revisions to the current make-up and/or meeting days, times, and locations of the Beautification & Appearance Commission.

Susan stated that we are having the meeting today and 4:30 p.m. because the usual 6:30 p.m. time conflicts with the Planning Commission Meeting. The Commission's goal, with moving the meeting time, is to get more of the public to attend these meetings. Mayor Osborne stated the goal of the Council's request is to have each Commission looks at the date and time they are meeting and to see if they are have trouble getting a quorum to attend, getting the public to attend, it the date/time inconvenient for everyone to attend, do you conflict with another group, etc. Also, is monthly meetings too much? Would we prefer to go quarterly? Every other month? Susan was informed by Mayor Osborne that, as the Chair, she would need to report to the City Council the recommendations that we would like to stay with monthly meetings at the same location, but move the time to 4:30 p.m. If the City Council would like to have additional a conversation about this, the ad hoc will reach out to the Chairperson. In the meantime, until the Council officially approves the time change, we can continue to hold the meeting at 4:30 p.m. but announce and schedule them as special meetings.

Chairperson Susan Gallacher made the motion that we send a letter out to Council that, moving forward, we will move the meeting to 4:30 p.m., keep the meetings on the same day, keep the meetings monthly, and keep the meetings at the same location. Commissioner Kris Clark seconded this motion. m/s/c

Chairperson Susan Gallacher, since Mayor Osborne was present, wanted to report on some of the projects that were done by the Commission:

1. We had a successful 'Say It With Flowers' event where all the food and drinks were donated by local vendors. Pizza was donated by Bravo Pizza and Grocery Outlet donated the salad and drinks.
2. Completed a successful 'Work Day' event, where Taco Loco donated the food for lunch for all of volunteers.
3. Susan Gallacher also reported that everyone she spoke with was ecstatic about the Holiday Decoration Contest and the award certificates were all hand delivered by Commissioners. The Mayor reported that the City received great responses and feedback from the public, in person and through social media; it was amazing watching the comments on Facebook and Instagram. Next year the Commission would like to get more businesses involved in the event and invited the City to join in with the decorations. The commission would also like to work with GIS to create a map of the winning houses, divide the judging by districts, hand out a lot more awards, and to add additional categories for awards (instead of first, second, third).
4. Commission is planning on adding some flowers to City Hall this year.

STAFF ITEMS:

No staff items at this meeting.

COMMISSIONER REQUESTS:

1. Requested a map of Urban Forestry's area of responsibility emailed to the Committee.

ADJOURNMENT:

Seeing no further business, Chairperson Susan Gallacher made the motion to adjourn of the Beautification & Appearance Commission, Kristofer Clark seconded the motion, and the meeting was adjourned at 5:04 p.m.

Respectfully Submitted,

Susan Gallacher, Chairperson

Sean O'Neil, Secretary