



**MINUTES**  
**LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION**  
**SPECIAL MEETING**  
**Wednesday, March 11, 2020**

This meeting was called to order at 4:31 p.m. by Susan Gallacher, Chairperson, in the Administrative Conference Room located at City Hall, 100 Civic Center Plaza, Lompoc, CA 93436.

**ROLL CALL:**

Chairperson: Susan Gallacher  
Vice-Chairperson: Rosemary Holmes  
Commissioner: Kristofer Clark  
Commissioner: Judith McKinnon  
Commissioner: Zuzu Aceves

**CITY STAFF:**

Urban Forestry Supervisor/Commission Secretary: Sean O'Neil  
Urban Forestry OSAIL: Kathleen Forbes

**ADDITIONAL:**

Jenelle Osborne, Mayor of Lompoc  
Jim Mosby, City Council Member

**PUBLIC COMMENTS:**

No Public Comments were received at this meeting.

**WRITTEN COMMUNICATIONS:**

No Written Communications were received at this meeting.

**COMMISSION AND STAFF COMMUNICATIONS:**

Commissioners were reminded to exit through the door on the east side of the building if the glass doors are locked.

Judith McKinnon announced the Garden Tour on May 2<sup>nd</sup>, this year's theme will be Historic Homes and Gardens. Tickets will be going on sale soon for \$30.00, which will include a Tea.

Susan asked when the meeting time change will be approved by the City Council. Mayer Osborn said the City Council was waiting for two Commission's to submit their reports and then this request should be heard at the first meeting in April.

#### CONSENT CALENDAR:

Approval of Minutes: On a motion by Chairperson Susan Gallacher and with a second by Commissioner Kris Clark, the minutes of the Special Meetings of January 8, 2020, January 23, 2020 (Annual Field Inspection), and February 12, 2020 (canceled meeting) were approved.

#### UNFINISHED BUSINESS:

Continued discussion on the Arbor Day/Recognition Grove event: Sean O'Neil presented his idea for Arbor Day/Recognition Grove. Since the Commission did not receive any applications for Recognition Grove, Sean suggest we have a Community Arbor Day event at River Park where the community is invited to plant a couple of trees at the entrance of Recognition Grove. This event could be an opportunity to educate the community of the importance of trees in the urban environment and how committed the City of Lompoc is. Chairperson Susan Gallacher made the motion to approve Sean's idea as presented, Commissioner Judith McKinnen seconded the motion. m/s/c

#### NEW BUSINESS:

1. Welcome to new Commissioner: Everyone welcomed the newly appointed Commissioner, Zuzu Aceves.
2. Annual Report to the City Council: Chairperson, Susan Gallacher made the motion to approve the Beautification & Appearance Commission 2019 Annual Report as presented; Vice-Chair Rosemary Holmes seconded the motion. m/s/c
3. Discussion of events and possible community projects for the calendar year 2020: After a motion by Susan Gallacher, with a second by Kris Clark, the Commission agreed that the first project should be the routine maintenance on spots between Olive and O Street. m/s/c
4. Thank you notes to the utility bill contributors: Kathleen will work on these and to the April meeting for approval and signatures by the Commissioners.

#### STAFF ITEMS:

Received a call from a school, specializing in home schooling students, asking about voluntary opportunities for their students. Concern about the age of the students were expressed by the Commissioners. It was agreed that this request should be brought to the attention of Parks as it may be a better fit.

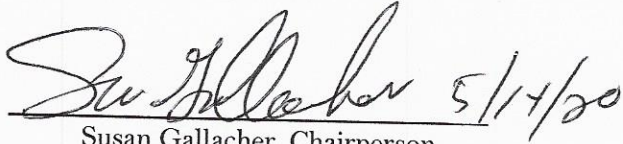
#### COMMISSIONER REQUESTS:

N/A

ADJOURNMENT:

Seeing no further business, Chairperson Susan Gallacher made the motion to adjourn the Beautification & Appearance Commission Meeting, Commissioner Kris Clark seconded the motion. Meeting was adjourned at 5:21 p.m. The next meeting is scheduled for April 8, 2020.

Respectfully Submitted,

  
Susan Gallacher, Chairperson

  
Sean O'Neil, Secretary