

MINUTES
LOMPOC BEAUTIFICATION & APPEARANCE COMMISSION
Wednesday, October 10, 2018

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: Chairperson Becky Barritt
 Vice-Chairperson Warren Keller
 Commissioner Susan Gallacher
 Commissioner Judith McKinnon
 Commissioner Scott Reardon
- 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:

No Commission or Staff communications were received at this Meeting.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES:

On a motion by Commissioner Gallacher and a second by Commissioner McKinnon, the 7/11/18 Regular Meeting Minutes and the 9/12/18 Closed Meeting Minutes were approved.

STREET TREE ITEMS:

1. July, August & September 2018 Tree Removal & Planting Lists.

No communications were received on this item.

UNFINISHED BUSINESS

1. List of City Properties suggested for Beautification Work Projects.

Chairperson Barritt inquired what WWTP and MADD stand for. Staff replied they are acronyms for the Waste Water Treatment Plant and Make a Difference Day. The Commission inquired when MADD was and staff Najera replied it is usually the third Saturday of October but no information on the event has been received by the overseeing Division (Parks) yet. Chairperson Barritt noted she suggested to replace all the hanging succulent baskets at City Hall for the next Beautification Work Project but then noticed the baskets have all been removed. Staff O'Neil said he talked to the Parks Manager, Dirk Ishwata and they have other plans and were directed to remove the old baskets per the new City Manager, Jim Throop.

Commissioner Gallacher asked how many areas Parks takes care of besides City Hall. Staff O'Neil replied outside of the Library, Civic Auditorium, Anderson Recreation Center and Flag Hill at the Wye; were the locations he could come up with at the moment. Vice-Chairperson Keller asked who maintains the landscape at the Corporate Yard and Staff Najera replied Urban Forestry does. Chairperson Barritt recalling the area was redone a few years back.

Chairperson Barritt said it would be a good time of year to do wild flowers for the bees because of the impending rainy season. It was clarified locations would be the long stretches along the Olive Avenue Walking Path, from O to V Streets.

Commissioner McKinnon noted V Street to College Avenue looks good then it is a mess thereafter. Chairperson Barritt asked who maintains those areas and Staff O'Neil replied Urban Forestry maintains the front and backside of the Walking Paths along Olive, O to V Streets and V Street from Olive to Central.

Chairperson Barritt asked for an explanation of the 100 block South R Street – Dick DeWees Community & Senior Center option. Staff O'Neil explained in front of the DDCSC there is a block wall and between that and the sidewalk, there is a large flower bed area, 5 to 6 ' strip from the North to the South driveway entrances. Staff O'Neil elaborated it has been somewhat of an ongoing issue between Recreation and Urban Forestry because it is their area of responsibility and they would randomly maintain it and then call Urban Forestry for help when a significant event was occurring. Staff O'Neil further explained that Recreation

has a lot of part-time staff that they could have maintain the area and they choose not to and to let it get to the point where they have to call us for assistance. Staff O'Neil said he thought it would be a good Beautification Commission Work Project location as it is a highly visible area and one of the newer city establishments that is used as a community venue. Staff O'Neil did note a landscape maintenance agreement with Recreation would need to be promised in lieu of the work project.

Vice-Chairperson Keller asked who takes care of the hardscape area on Central Avenue between A and H Streets. Staff O'Neil replied the Urban Forestry Division does, except for the Northside, West of D Street which is maintained by the home owners association.

Chairperson Barritt suggested to go with the Dick DeWees Community & Senior Center for the Commission's next project.

Staff O'Neil noted he spoke with the Wastewater Treatment Plant and they are still not able to use re-claimed water on the Drought Tolerant Garden at this time.

Chairperson Barritt requested a Motion to vote for the Dick DeWees Community & Senior Center as the next Commission's Work Project contingent upon a Maintenance Agreement with the Recreation Department to maintain the area thereafter. She also suggested choosing an alternative work project just in case Recreation does not agree to maintain the area. Chairperson Barritt suggested six or seven pocket areas of wild flowers along V Street and to spray for weeds as well. Commissioner Gallacher requested the areas be weeded first. Commissioner Gallacher made a Motion to select the Dick DeWees Community & Senior Center as the number one, next Beautification Commission Work Project with a Maintenance Agreement with Recreation to maintain the area thereafter and the wild flower seeds along V Street as (the # two Project) with a Second by Vice-Chairperson Keller. All Commissioners voted aye.

Chairperson Barritt informed the Commission that instead of a Work Project on the next regularly scheduled date of 10/20/18, the City will be sponsoring Make a Difference Day.

2. Fundraising.

Chairperson Barritt asked Staff if the Commission is supposed to be raising funds. Staff O'Neil replied yes, that is how the Commission supports any or their work

projects. Vice-Chairperson Keller asked what was done in the past. Staff Najera replied the Bodger Seed Greenhouse Tours was the last fundraiser, probably ten plus years ago. Chairperson Barritt suggested partnering with Pizza Garden for their fundraising program. Vice-Chairperson Keller said David with Wild West Pizza said they will split fifty/fifty for any fundraising needs the Commission may have for a week and all the buyer has to do is mention the Beautification Commission. Commissioner Gallacher said she will personally ask for more donations from her co-workers. Chairperson Barritt suggested holding two fundraisers a year so we don't overdo it. Vice-Chairperson Keller inquired about the Lompoc Botanic & Horticultural Society Plant Sale at Union Bank. He was informed that event is their fundraiser and they would probably not be willing to give up those funds. Commissioner McKinnon noted the LB&HS does give small grants because they still have some money left. Chairperson Barritt said she would be willing to sell some of her plants at a discount as well.

Vice-Chairperson Keller asked about rebates for residents who change their lawn to drought tolerant and suggested it be possible for them to donate some of the money to the Beautification Commission. Staff informed him that is a program through the Utilities/Conservation Division. Commissioner McKinnon noted appliance rebates are given as credit for your utility bill and this program is probably the same. Vice-Chairperson Keller further elaborated if a resident feels good about converting their lawn to a drought tolerant yard, then they will really feel good about donating to the Beautification Commission, to help the city look better. Staff explained that is a whole, separate Division and you would need to contact them regarding that idea.

Chairperson Barritt inquired about applying for a grant. Staff O'Neil said that is something he could look into. Commissioner Reardon said a grant writer is usually required to write the grant. Commissioner Gallacher suggested Brian Halvorson. Staff replied he is in a different department (Planning). Chairperson Barritt recalled the brief conversation with Brian a few months ago when he informed the Commission that he was applying for a Caltrans grant and if the Commission would be interested in the endeavor. Staff O'Neil explained that is a State grant for the main thoroughfares and for planning purposes only.

Vice-Chairperson Keller inquired about the Drought Tolerant Garden at the Wastewater Treatment Plant as a Beautification Commission Work Project. A brief discussion on this issue ensued. Commissioner McKinnon noted the Botanic & Horticultural Society is waiting for a water source and they have a source for native plants as well. Chairperson Barritt said a plan for the Garden needs to be

developed and she briefly described the step by step process. Commissioner McKinnon said there is no water source. Chairperson Barritt said there is a water source but it just needs to be repaired. Commissioner McKinnon said LB&HS was told that is reclaimed water and they are no longer allowed to use it because the State of California said not to. Chairperson Barritt said using reclaimed water is a whole other process. Commissioner McKinnon said the LB&HS was always told they could not use treated water but are supposed to use reclaimed (non-drinkable) water. Chairperson Barritt said reclaimed water is drinkable but people just don't want to drink it. She said using the reclaimed water on plants would make a lot of sense; we would just need to hook up the reclaimed water to the pipes but you have to replace all the existing irrigation with the (identifying reclaimed water) purple pipes and valves and that's where the expense would come in. It was noted the Drought Tolerant Garden could be a possible Work Project for the future.

Commissioner Gallacher made a Motion with a second by Vice-Chairperson Keller, to table the consideration of the Drought Tolerant Garden as a Beautification Commission Work Project (for next year) until the next meeting. Barritt, Gallacher, Keller and Reardon all voted yes with McKinnon voting no.

Chairperson Barritt said she would check with LB&HS first and does not want to step on any toes. Commissioner McKinnon said she believes they would feel ownership of the garden and noted again that no water source has interrupted progress.

NEW BUSINESS

1. Re-name Beautification Commission Facebook Page.

Vice-Chairperson Keller said he has tried to alter the Page but cannot do so because of how the Page was set up and thinks the only way around it would be to delete the page and start all over. Staff Najera recalled the City's PIO had emailed instructions on how to alter the page and to contact her if assistance is needed. Chairperson Barritt opened the floor for suggestions on a new name. Vice-Chairperson Keller said "Beautifying Lompoc". No other suggestions were received. Chairperson Barritt made a Motion to change the Beautification Commission Facebook Page name to "Beautifying Lompoc", whether we can just rename it or if we have to make a whole new page. Commissioner Reardon seconded the Motion. Barritt, Keller, McKinnon and Reardon all voted yes with Commissioner Gallacher voting no. Commissioner Gallacher asked if it could be

named "Beautify Lompoc with the Beautification Commission". Everyone said no, you cannot denote Beautification Commission. Chairperson Barritt noted without further ado, the new name change is unanimous. Vice-Chairperson Keller noted there will also be a new image as well.

2. Possible Large Project Collaboration with the Parks & Recreation Commission.

Staff O'Neil proposed to install a small barbeque area by the entrance of the walking trail at River Park for the new Recognition Grove. He relayed Park's Management initial approval of the proposal and said the Parks & Recreation Commission would also need to be involved in the project as fundraising would be substantial. Staff O'Neil identified it would be a medium size pit with a prep table and a few other picnic tables as well. Commissioner Reardon said he thought the Commission was just doing enhancement projects.

Staff O'Neil said he wanted to make clear that he never said the Commission could not do anything in the Parks, but he said in order to do anything in Parks, we need to work with Parks as he cannot make the call for what happens on Park's property. Commissioner Reardon disagreed and was pretty sure he said the Commission could not do anything in Parks.

Staff O'Neil estimated the project would be a minimum of at least \$7,000. He elaborated fundraising efforts would be over a length of time and as the Commission raises funds for work projects, any leftover could be earmarked for this particular project. He will inquire with Finance if an account for this particular project could be set up and earmarked for this project only.

Commissioner Reardon made a Motion to investigate a collaboration project with Parks & Recreation Commission at River Park with a Second by Commissioner McKinnon.

Vice-Chairperson Keller asked if donating individuals and/or businesses could get name recognition. Staff O'Neil said that is totally up to the Commissions on how they want to handle acknowledgement of donations. Chairperson Barritt suggested plaques on benches. Staff O'Neil explained the possibility of a bronze plaque with the official venue name and names of both Commission members could be installed and lengthened to include substantial contributors as well. Vice-Chairperson suggested to send donation request letters to local businesses and if they donate over a certain amount, their name would be acknowledged. It was

noted a joint meeting with the Parks & Recreation Commission would need to happen. Some concern on the low estimate of money required for this project was expressed therefore, Chairperson Barritt did a rough estimate of materials needed and costs.

All Commissioners were in favor of the Motion and therefore the aye votes were unanimous and the Motion passed.

3. Publicity for 2019 Recognition Grove Applications.

Chairperson Barritt briefly reviewed the process and noted two people from each Commission (Beautification and Parks & Recreation) meet to review and vote on applications received. Commissioner Reardon asked if there was a limit on how many people can be honored each year. Chairperson Barritt briefly explained the history of the required fee and said she believes there is no set limitations. Staff Najera vaguely recalled a limitation in the past but cannot recall the exact information. She referenced the History of Arbor Day Recognition Grove Recipients and noted some years there were a lot of honorees and fewer other years. Staff Najera also elaborated a fee was charged in the past, then eliminated and then reinstated due to costs associated with the bronze plaques. The Commission inquired on the publicity process and Staff Najera explained everything goes through the City's Public Information Officer, Samantha Scroggin. All Commissioners expressed their interest in the Recognition Grove Application Review Committee.

4. 2018 Holiday Decoration Contest.

City Staff just wanted to plan ahead early for this annual event. Commissioner Gallacher stated she wants to divide the city up into sections (like the Say it with Flowers judging) and have the Commission judge the whole city instead of just receiving nominations and noting areas of interest on judging day. Staff Najera explained publicity for nominations is released through many outlets by the City's PIO. It was suggested the Commission can go out on their own and view as much or as little of the City for holiday lights as they wish and call Staff Najera with their nominations. Commissioner Gallacher expressed her delight in the many awards handed out (for the Say it with Flowers Beautification Awards) and just wants to make the Holiday Decoration Contest as fabulous as well. She also noted the delight of the City residents as well. Cost of this program was brought to everyone's attention as it was noted that cash prizes are awarded. Commissioner Gallacher really promoted her desire to handle this event like the

Say it with Flowers event; city wide judging, lots of awards and the awards program. Commissioner Gallacher complained about the process last year; driving around in the van and it seems like everyone had their favorites and it was hard to narrow it down. Staff Najera said there are no set rules with this judging, you can award them as you see them and to just be conscious about the monetary award assignments. Chairperson Barritt noted to also consider the time it takes to go to each address.

Commissioner Gallacher made a Motion to divide the city up into sections and have each Commissioner Judge their area. Commissioner Reardon Seconded the Motion. Vice-Chairperson Keller suggested to split the judging up into two different times. Commissioner Reardon clarified we are discussing splitting the city up into sections and judging individually. The vote died as Gallacher and Reardon voted aye and Barritt, Keller and McKinnon voted no.

STAFF ITEMS:

Staff O'Neil wanted to point out to the Commission that it might be difficult to get volunteers for work projects going into storm season.

COMMISSIONER REQUESTS:

ADJOURNMENT:

Chairperson Becky Barritt seeing no further business noted the meeting of the Beautification & Appearance Commission adjourned at 7:51 P.M.

Respectfully Submitted,

Becky Barritt, Chairperson

Sean O'Neil, Secretary

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