

**BEAUTIFICATION COMMISSION  
SPECIAL MEETING MINUTES  
PUBLIC WORKS CONFERENCE ROOM  
January 8, 2020**

**1. CALL TO ORDER**

The meeting called to order by Chair Chappell at 6:04 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present: Chair Chappell, Vice Chair Duquette, Commissioner Poynter, Commissioner Angel, Commissioner Myslik,  
Absent: Commissioner Olsen  
Council Liaison: Rozzana Verder-Aliga  
Staff: Secretary Crutchfield

**4. COMMUNICATIONS & CORRESPONDENCE** – Secretary Crutchfield provided the Beautification Commission with a copy of an email that Matthew Gleason, Transportation Manager regarding maintenance issues with Caltrans.

**5. PRESENTATIONS** - None

**6. COMMUNITY FORUM** - None

**7. CITY COUNCIL LIAISON REPORT** - None

**8. AGENDA APPROVAL**

A. **Recommendation**: By motion, approve the Agenda

**Action**: Moved by Commissioner Myslik, seconded by Commissioner Angel and the motion carried unanimously to approve the Agenda.

**9. APPROVAL OF MINUTES**

A. **Recommendation**: By motion, approve the Regular Meeting minutes from December 4, 2019

**Action**: Moved by Commissioner Angel, seconded by Vice Chair Duquette and the motion carried unanimously with Commissioner Myslik abstaining, to approve the Regular Meeting minutes from December 4, 2019

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## 10. ACTION CALENDAR

### A. 2020-2021 STRATEGIC PLANNING

**Recommendation:** By Motion, approve the discussion regarding setting and prioritizing the 2020-2021 goals and objectives for the Beautification Commission

**Action:** Moved by Chair Chappell, seconded by Commissioner Angel and the motion carried unanimously to approve the discussion setting and prioritizing the 2020-2021 goals and objectives for the Beautification Commission

## 11. COMMITTEE / ACTIVITY REPORTS

- A. Recognition Program for Neighborhoods, Homes, and Commercial Building Ad Hoc Committee Update- Commissioner Myslik reported that the Adhoc Committee is making progress but it will be necessary for the implementation timeline to slide. They will continue to work on the application process and fine tune details regarding outreach and presentations for this new program.
- B. Comprehensive Calendar Events –Commissioner Myslik provided a calendar that would be used internally by the Beautification Commission to identify upcoming events. Secretary Crutchfield will add upcoming City-wide events and distribute the calendar at upcoming meeting and give other Commissioners to add events to the calendar.
- C. Caltrans Letter Writing Campaign – Commissioner Olsen was not present therefore an update was not given regarding the Caltrans Letter Writing Campaign. However, Commissioner Myslik did expressed her disappointment at not being able to sign the Caltrans Letter and didn't know that there was a time limit to get the letter out. Secretary Crutchfield explained that Commission voted unanimously to send the letter out immediately.
- D. Beautify Vallejo Ad Hoc Committee Update – Commissioner Angel reported that after a speaking with Secretary Crutchfield that the Ad Hoc Committee had decided to work with the Public Works Director and clean Sonoma Blvd.(from Raley's Shopping Center to Tennessee) and all the adjacent streets. The starting and ending location will be at Sereno & Sonoma Blvd. at the dead-end street between Carls Jr. and Smart & Final.
- E. T-Shirts – Secretary Crutchfield discussed purchasing t-shirts and the discussion was tabled until the next meeting and a decision will be made at that time to ensure that t-shirts, sweat shirts or, hoodies could be purchased in time for the Beautify Vallejo Day Event.
- F. Flyway Festival – Secretary Crutchfield reported that he spoke with Ms. Hayes and there will not be a Flyway Festival this year because the preserve had been shut down due to the fires. Therefore, the Commission will need to look at other ways of getting volunteers for the Beautify Vallejo Day Event.

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**12. ADJOURNMENT**

Moved by Commissioner Olsen, seconded by Chair Chappell and the motion carried unanimously adjourn the meeting at 7:37 p.m.

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BRIAN DUQUETTE, VICE CHAIR

ATTEST:

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DEREK CRUTCHFIELD, SECRETARY