

**BEAUTIFICATION COMMISSION
REGULAR MEETING MINUTES
PUBLIC WORKS CONFERENCE ROOM
February 5, 2020**

1. CALL TO ORDER

The meeting called to order by Chair Chappell at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

4. COMMUNICATIONS & CORRESPONDENCE –

- A. Secretary Crutchfield reminded the Beautification Commission about the upcoming Boards and Commissions Banquet that will be held on March 4, 2020 at 6 p.m. and asked all of Commissioners to attend.
- B. Decorum and Ethics – Secretary Crutchfield informed the Commission that according to City Attorney, anyone who missed the presentation from the December 4, 2019 meeting on Decorum and Ethics could watch the video from that meeting and to satisfy the requirement.

5. PRESENTATIONS

- A. Shawn Gilroy – Advertising and Marketing Director at the Vallejo Times Herald; the 2020 Chair of the Vallejo Chamber of Commerce and Rotary Immediate Past President gave a presentation on the Welcome to Vallejo signs.

Ms. Gilroy looked at several signs of various communities and the Rotary settled on a sign similar to the signs from the City of Chico. The Sign is 18 feet tall and 22 ft. wide and all the service club logo signs will be graffiti proof. Community Branding worked on the rendering of the sign. The 23 service clubs have each been asked to contribute \$5,000, and \$79,000 in Participatory Budgeting has been raised so far. The estimated cost to have the signs built and installed is \$300,000.

They are currently working with Caltrans on easement rights, which will help speed up the installation of the signs. In closing, Ms. Gilroy provided a list of all the potential locations for the placement of the signs.

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 Vice Chair Duquette and the motion carried unanimously; with Commissioner Weyrich abstaining, to approve the Agenda.

9. APPROVAL OF MINUTES

- A. **Recommendation**: By motion, approve the Special Meeting minutes from January 8, 2020

Action: Moved by Vice Chair Duquette, seconded by Commissioner Angel and the motion carried unanimously; with Commissioner Weyrich abstaining, to approve the Special Meeting minutes from January 8, 2020

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 Vice Chair Duquette, seconded by Commissioner Olsen and the motion carried unanimously, with Commissioner Weyrich abstaining, 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- Chair Chappell and Commissioner Myslik is making progress and their new goal is to have the program ready to roll out by March 1, 2020. Secretary Crutchfield is not familiar with form stack or the logistics of how the program will work. Commission Myslik, would like to meet with Secretary Crutchfield to go over the program to hope get the program ready for the second quarter.

Action: Moved by Commissioner Myslik, seconded by Vice Chair Duquette and the motion carried unanimously, with Commissioner Weyrich abstaining, to add Commission Angel to the Recognition Program for Neighborhoods, Homes, and Commercial Building Ad Hoc Committee.

- 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 and tabling opportunities to the calendar. Commissioner Olsen reported that on February 22nd there will be Lemon Festival Fundraiser at Redman Hall on Georgia St. for the Capital Street Stairs project. The cost to attend the fundraiser is \$25.00 and Commissioner Olsen will provide flyers.

- C. Caltrans Letter Writing Campaign – Commissioner Olsen reported that Caltrans had a work crew cleaning up Hwy.29 and the off ramps looked better. Secretary Crutchfield reported that there was also a Caltrans work crew cleaning up Sonoma Blvd. Unfortunately, we are unsure if

the Caltrans presences is due to the letters and phone calls that the Commissioners were making to Caltrans; however, the Commissioners were encouraged to continue to reach out to Caltrans.

- D. Beautify Vallejo Ad Hoc Committee Update – Commissioner Angel that she received confirmation to have a table at the Art Walk on February 14th. Secretary Crutchfield will provide Commissioner Angel with the necessary supplies for the Art Walk. Chair Chappell and Commissioner will both volunteer to work this event. In addition, Commissioner will also like to volunteer to have a table at the March 13th Art Walk. Unfortunately, she still has not received permission to have a table at the Farmers Market. Commissioner Angel will check the Beautification Commission email to ensure that it is work.

- E. T-Shirts – The Beautification Commission voted to have green hoodies.

12. FUTURE AGENDA ITEMS

13. ADJOURNMENT

Moved by Commissioner Myslik, seconded by Commissioner Olsen and the motion carried unanimously; with Commissioner Weyrich abstaining, to adjourn the meeting at 7:26 p.m.

ERICA CHAPPELL, CHAIR

ATTEST:

DEREK CRUTCHFIELD, SECRETARY