

**CITY OF DELTONA, FLORIDA
BEAUTIFICATION ADVISORY BOARD
TUESDAY, JUNE 23, 2009**

A regular meeting of the Beautification Advisory Board was held on Tuesday, June 23, 2009 at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd., Deltona, Florida.

1. CALL TO ORDER

The meeting was called to order at 6:40 p.m. by Chairman Al Manassa.

2. ROLL CALL:

Chairman	Al Manassa	Present
Vice Chairman	Barbara Willey	Present
Board member	Gregory Delaine	Present- arrived after role call
Boardmember	George Gehring	Present
Boardmember	David Llewellyn	Present
Board member	Gretchen Venn	Present

Also present were: Glenn Whitcomb, Public Works Director (Acting), Crystal Harris, Administrative Assistant II and Rusty Pallotta Public Works Foreman.

3. ADOPTION OF MINUTES:

Vice Chairman Mrs. Willey motioned to adopt the minutes of May 26, 2009 seconded by Board member Mrs. Venn. All were in favor, none were opposed.

4. OLD BUSINESS:

A. Discussion: Street Clean Up

Vice Chairman Willey stated that the cleanup did not take place as she and Mrs. Harris were the only participants in attendance. In addition to little attendance, the area scheduled to be picked up had just been mowed by the City so therefore there was no trash. Vice Chairman Willey stated that we need to make sure that we coordinate with the City next time to have them not mow the grass prior to the cleanup. Board member Venn also stated that the next one should be done in August starting at 0800 a.m. in the morning with keeping the heat in mind.

B. Discussion: Webpage Design

Mrs. Harris brought the board up to speed on the recent communication that board member Delaine had regarding the webpage. She stated that we can do a link off of the main page but will not be able to do pictures at this time. Mrs. Harris also stated that she needs to have the documents submitted that the Board would like to see. Chairman Manassa went over some of the items that he would like to see on the web page. Again, Mrs. Harris stated that she needs it submitted and approved by the Board members. Board member Venn asked the board for further details that the board would like to see regarding to the Providence median. Board member Delaine arrived. Board member Venn stated that she can email the list to Mrs. Harris to be added to the webpage. She

recapped the list that she put together. Chairman Manassa asked if clipart could be used and Mrs. Harris stated that she would have to find out.

C. Discussion: Yard of the Quarter Nominations

Vice Chairman Willey showed a Yard of the Quarter Nomination that she created herself. Chairman Manassa questioned the form and it was determined that it was the old version of the form. Vice Chairman Willey described the property that she nominated. Board member Gehring stated that he liked the form that Vice Chairman Willey had. Chairman Manassa asked when they were supposed to be submitted and Mrs. Harris stated that board members were supposed to bring their nominations to the meeting tonight so that a yard could be chosen. Board member Llewellyn asked if anyone from the outside had inquired about the program. Resident Kim Sands arrived and was welcomed to the meeting. Vice Chairman Willey stated that somebody from the board should get up at the July 6th Commission meeting and mention the program. Chairman Manassa stated that the current submission was going to be held until the next meeting so that more submissions could be received. Chairman Manassa stated that there is sometimes some confusion regarding to the sponsorship of the program when he speaks to people about it due to the company that he works from. Vice Chairman Willey described some other possible nominations by Lake Lapanocia area. Board member Delaine inquired about what the form looked like and Mrs. Harris made some spare copies of the form. Chairman Manassa stated that the selection will take place at the July Beautification Board meeting. Chairman Manassa stated that he would try to go to the Commission meeting to be able to speak about the program during the public forum portion.

D. Discussion: Howland Blvd. Median

Vice Chairman Willey stated that she found out information about the Newmark area of Howland Blvd towards Pine Ridge High School. She stated that the City or the County could ask the State for grant money. Rusty Pallotta clarified that lines for irrigation are there but that they are not completed. Mr. Whitcomb stated that it would probably be a while longer before anything would be able to be planted if funds were available. He stated that some other work still had to be done in those areas. Vice Chairman Willey stated that she would like to see Crape Myrtle trees planted to add some color to the medians. Resident Kim Sands discussed some of her thoughts as to what should be planted and where. Chairman Manassa stated that the projects take money and manpower which the board does not currently have much of. Resident Kim Sands asked if the City maintains the areas. Chairman Manassa stated that he would like Rusty to speak afterwards to explain how things take place as far as plant maintenance.

5. NEW BUSINESS:

Board member Delaine stated that he reached out to Lee Lopez with the City who then forwarded him to Wendi Jackson. She told him that the items would need to go through Mrs. Harris much like the website. Board member Venn stated that for the next newsletter to take an excerpt from the Yard of the Quarter application and put it in there on behalf of the board. Board member Venn motioned to put the top paragraph in the City newsletter. Chairman Manassa then read the designated portion for record. Board member Llewellyn stated that the board may want to reconsider leaving the date in there. Board member Venn stated that the

date should remain in there since the next newsletter date is unknown. Board member Llewellyn stated that the first paragraph without the bullets should be placed in the newsletter with a reference back to the City website for the full application. Board member Delaine seconded the motion made by Board member Llewellyn. All were in favor, none were opposed.

Board member Llewellyn asked about using the marquee to display the winner and Mrs. Harris stated that we'd have to look into the schedule of the marquee and about displaying the personal information of the winner. Board member Llewellyn stated that it would also serve as a form of advertisement. Vice Chairman Willey stated that the City has put signs out before for the Yard of the Month as well as the Business of the Month. Board member Gehring stated that would be something to look into as well. Vice Chairman Willey stated that the winners could be announced in the Quarterly Report.

Board member Delaine stated that he would try to get the deadline for every newsletter. Board member Llewellyn asked about the status of the Providence / Howland median where the water sets. Mr. Whitcomb stated that it was brought up at the Manager's meeting and that they were going to have to get with the County to see what can be done. Vice Chairman Willey had no new business other than calling Katrina Locke about the opening of the library. Chairman Manassa confirmed that the board does want to be part of the opening.

Board member Gehring did not have any new business. Board member Venn stated that the board may be interested in the landscaping portion of the Land Development Code. She stated that she would scan the portion that relates to landscaping so that Mrs. Harris can forward it on to the other board members. Vice Chairman Willey stated that a newer house in her area that planted three trees and that they look great.

Chairman Manassa had Kim Sands of Courtland Blvd. briefly tell the board about herself. Vice Chairman Willey stated that she should contact the Commissioner of District 2 regarding the appointment. Chairman Manassa stated that he would like to have the board set up at the public market on Saturdays to get the board out there. Board member Llewellyn stated that he has a banner at his office so that the board can use it. The board members discussed the chili cook off that recently took place at City Hall.

Chairman Manassa stated some details about the upcoming Charity Farms. He stated that he hopes to get the board name on the sign when it goes up. Chairman Manassa stated that he would like to have the representative come out to a board meeting and discuss some ideas. Board member Gehring stated that a lot of local stores no longer have seeds for sale. Board member Delaine asked that web site design stay on the Agenda. Vice Chairman Willey stated that she has a meeting with the City Manager and that she would ask about meeting with the Commission. Chairman Manassa asked Rusty to give some details to the visitor regarding the scope of work that relates to median maintenance. Chairman Manassa suggested that Kim Sands write down which types of plants that she is referring to for the entrance ways. Mrs. Harris reminded Chairman Manassa that Ms. Sands was not a board member at this time and that she cannot necessarily be tasked by the board to do something.

Board member Delaine made one other side note regarding the future build-up of Howland Blvd. by the SR-415 area.

Board Member Comments:

6. **PUBLIC COMMENTS:**

ADJOURNMENT:

Vice Chairman Willey motioned to adjourn. Board member Delaine seconded the motion. As there was no further business the Board adjourned at 7:49 pm.

Approved this _____ day of _____, 2009.

ATTEST:

Al Manassa, CHAIRMAN

Crystal Harris, Administrative Assistant II