

**CITY OF DELTONA, FLORIDA
BEAUTIFICATION ADVISORY BOARD
TUESDAY, APRIL 28, 2009**

A regular meeting of the Beautification Advisory Board was held on Tuesday, April 28, 2009 at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd., Deltona, Florida.

1. CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Chairman Al Manassa.

2. ROLL CALL:

Chairman	Al Manassa	Present
Vice Chairman	Barbara Willey	Present
Board Member	Gregory Delaine	Present
Board Member	George Gehring	Present
Board Member	David Llewellyn	Present
Board Member	Gretchen Venn	Present
Board Member	Leon Watkins	Absent

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

3. ADOPTION OF MINUTES:

Vice Chairman Willey motioned to adopt the minutes of March 24, 2009 with corrections, seconded by Board member Venn. All were in favor, none were opposed.

4. OLD BUSINESS:

A. Discussion: Street Clean Up

Chairman Manassa recapped on the street cleanup as far as attendance and the area covered. Although Rusty Pallotta was not in attendance Board Member Venn stated that he was going to bring a list of streets in need of cleanup. No Board Members mentioned anything else that they were in need of from the City. The Board decided that they were not going to choose the next cleanup date until next month's meeting. Mr. Whitcomb suggested that Tivoli would be a good area at one point in time for the street cleanup. Chairman Manassa would like an announcement made through the City about the upcoming events so that the board can receive proper recognition.

Board Member Delaine asked if a sub-committee should be formed to assist in the media side to get the board recognized. Chairman Manassa did not think that it was necessary due to the Board's current size, but rather that each Board Member takes on a specific task or event to accomplish the board's needs. Lee Lopez was noted as the City liaison for all City media venues. Board Members discussed ideas to be included in the media releases. Media venues stated were the City newsletter and a separate page for board announcements other than meeting information. The City Manager would have to approve these items. Board Member Delaine agreed to take on the tasking on improving the media releases for the board. Mr. Whitcomb stated that the board may want to look

into getting a public service announcement created for the next street cleanup and air it on the City channel. Board Member Llewellyn asked if the number of hits on the website could be monitored and Mrs. Harris replied that she was not aware if that service was available. Board Member Gehring questioned the status of being able to post signs in convenience stores relating to littering. Mrs. Harris replied that it has not yet been approved by the Commission since it has not yet been presented to the Commission.

Chairman Manassa stated that the Workshop would be discussed later on in the meeting. Mr. Whitcomb asked if the board was going to be doing a Quarterly Report in the upcoming Commission meetings. Chairman Manassa informed Mr. Whitcomb that he did not have a report for the recent submission.

B. Discussion: Arbor Day

Chairman Manassa discussed his view of how Arbor Day went. He stated that he was a little discouraged that the Board did not get recognized on the event flyer and that his name was listed instead as a Master Gardener. Chairman Manassa went on to discuss the lack of a table although he originally requested one of Parks and Recreation for the Beautification Advisory Board. He stated that an improvement would be to have a sign on the tent stating who was manning each venue. Chairman Manassa did state that the board was recognized at the volunteer luncheon. Chairman Manassa stated that he was pleased with the turnout of people at Arbor Day but there are a few other changes that he would like to see to get the board more involved.

Board Member Venn stated that the board needs a banner. Chairman Manassa stated that there is no budget to get a banner and Vice Chairman Willey stated that you could use a piece of oil cloth and paint the sign. Vice Chairman Willey stated that the Garden Club uses the oil cloth version and put grommets in the top to hang it. Board Member Llewellyn stated that if anyone has any connections with local business like Coca Cola that they will sometimes donate a blank sign.

Chairman Manassa stated that the sponsor of the Bat House was concerned about the recognition for the Bat House. He went on to say that he contacted Orange City Graphics to possibly donate some type of signage for the Bat House and Board. Board Member Llewellyn stated that if the additional webpage is created, there may be an opportunity to recognize the sponsors on there as well. Chairman Manassa stated that other pictures and clips could also be posted on the webpage.

Board Member Llewellyn brought up the idea of a shortened version of minutes that could be posted on the website. He stated that it would keep interested parties from having to read the entire set of minutes, but still be able to see the key points that the board is working on. Board Members discussed possible design ideas for this section.

Vice Chairman Willey discussed how the tree handout went at Arbor Day and suggested some ways to prevent people from getting multiple trees next year. She also stated that the left over trees were going to be planted within the city. Vice Chairman Willey also stated that Beautification Advisory Board serves as the Tree Board also. Chairman

Manassa asked if any Board Member had heard anything else about the Tree Board. No members responded with any information. Board Member Delaine asked if at some point in time whether the Board should discuss what the board is actually responsible for. Vice Chairman Willey stated that it should be done with the Quarterly Report.

Chairman Manassa stated that next year he should be able to get a local nursery to donate plants to decorate the front of the booth since all the trees were staged up front. Vice Chairman Willey stated that the art department at the local high school might be willing to paint a sign for the board.

C. Discussion: Commission Workshop

The tentative date and time for the Board's participation is May 12, 2009 at 4:30pm. The topics submitted on behalf of the board are the participation in revising the Land Development Code, the budget for the board, and to discuss the "Vision" of the City. The actual time allotment was discussed was not confirmed since the meetings vary.

5. NEW BUSINESS:

Board Member Venn stated that she works with various boards and committees in Seminole County and passed out a handout about what an "Ideal Board Member" is. One was submitted for record and one to be forwarded to Absent Board Member Watkins. Board Member Venn did not have any other new business. Board Member Gehring did not have any new business to discuss.

Vice Chairman Willey showed an example of a certificate that the Garden Club use to give out a long time ago for the "Yard of the Month". Board Member Venn liked the idea of the Commission giving out that type of certificate when they present the Yard of the Quarter at the Commission meeting. Chairman Manassa stated that it was mentioned at one point in time to ask the local vendors for some type of donation for the winner of the Yard of the Quarter, whether it be an in-store discount or a gift card. Vice Chairman Willey stated how one idea is to get a gift certificate from Wal-Mart and glue a package of seeds to it. Board Member Gehring stated that some local restaurants might be willing to donate something.

Board Member Llewellyn stated that he would like for the board to start looking forward more into water conservation and xeriscaping. He stated that he would like to do a similar thing as Yard of the Quarter, but lean it more towards xeriscaping. Chairman Manassa liked the idea but that guidelines would need to be set. Board Member Llewellyn stated that it could be a good thing for the board to start with the community. Vice Chairman Willey questioned if the board could co-sponsor a day with the library once it opens for water conservation. Chairman Manassa agreed with co-sponsoring a day at the library. Chairman Manassa discussed what the new library will contain once construction is finished.

Chairman Manassa discussed ideas about possible future events to include doing a nature walkway across the street with labeled landscaping. He also mentioned the possibility of blocking the street off and having vendors set up for a day. Board Member Gehring brought up the upcoming intentions of a Victory Garden in the City.

Board Member Delaine did not have any new business to discuss. Chairman Manassa discussed details regarding Charity Farms. He stated that the intended location is on the corner of Providence and Tivoli in between the liquor store and the church. Chairman Manassa stated that they are going to have gardening plots that people can grow plants and then donate the food to food banks. He went on to state that he spoke with a gentleman in length about the project and how the board would like to be a part of it. Board Member Gehring stated how the idea of a Victory Garden came up a long time ago with the board.

Board Member Venn stated that a xeriscape garden would be a good thing to have an example of at the Victory Garden for residents to see. Chairman Manassa discussed how the median was done with drought tolerant plants that could be purchased locally so that residents would be able to do similar plants.

Chairman Manassa stated that Fly by Night wants to donate a larger bat house and that he would like for the board to take a field trip at night to go see her bat house. He stated that he thinks it will help the board members to better understand bats. He went on to state that they are looking to do the next installation at Campbell Park. Board member Gehring mentioned a news story that he saw on the television about someone having bats in their attic. Chairman Manassa asked if any members had any businesses that were interested in sponsoring a bat house in the future.

Board member Venn had to leave the meeting early. Board member Gehring stated how he has started his own garden in pots instead of digging up his yard. Chairman Manassa stated that he could bring his vegetables to the public market and Board member Gehring stated that he actually mentioned a public market about a year and a half ago.

Board Member Comments:

No further board member comments.

6. PUBLIC COMMENTS:

No Public comments.

ADJOURNMENT:

Vice Chairman Willey motioned to adjourn. Board Member Llewellyn seconded the motion. As there was no further business the Board adjourned at 7:42pm.

Approved this _____ day of _____, 2009.

ATTEST: _____

Al Manassa, CHAIRMAN

Crystal Harris, Administrative Assistant