



**MINUTES
CITY OF PALM COAST
BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE (BEAC)
Thursday, January 23, 2014 @ 5:00 p.m.**

**CITY OFFICES EOC ROOM
160 CYPRESS POINT PARKWAY
SUITE B-106
PALM COAST, FL 32164**

MEMBERS PRESENT: Glen Partelow (Vice-Chair), Kenneth Jones, Jane Villa-Lobos,
John Kapcar

MEMBERS EXCUSED: Celena Chalkley (Chair)

STAFF MEMBERS PRESENT: William Butler, Landscape Architect

1. Call to order and Pledge of Allegiance

2. Roll Call and Determination of Quorum
The roll was called and quorum determined.

3. Approval of Minutes for the January 23, 2014 meeting
Mrs. Villa-Lobos made a Motion to approve the Minutes. Mr. Kapcar seconded the Motion

The Minutes were approved as written.

4. Public Comments
Mr. Butler introduced Petra Iston, the new volunteer that will be serving on the Arts Commission.

Old Business

5. Update on Palm Coast Parkway Median Project
This project is complete. We are waiting on the marble for the sign. It should be completed by the next meeting.

6. Final of Artwork Application form for Art in Public Places Program (see attached)
Mr. Butler explained he reviewed the Application, and made minor format changes.

7. Re-cap of Christmas Tree Recycling Event held on January 4th

Mr. Butler described that 283 trees were chipped, 1000 pounds electronics recycled. The Girl Scouts collected 15 pounds gift wrap, 40 cubic feet of Styrofoam.

8. Submittal and Acceptance Vote of Applicant Name for Arts Commission Vacancy

Mr. Butler explained that a member passed away. Ms. Iston would like to volunteer to serve on this Committee. Mr. Butler explained the process.

Mrs. Villa-Lobos made a motion to approve Petra Iston as the new applicant to fill the vacancy on the Arts Commission. Mr. Kapcar seconded the motion.

The motion was approved.

NOTE: Committee agreed to hear this item first.

ALSO NOTE: Ms. Iston was inaudible to recording secretary.

New Business

9. Scope and Concept Plan for State Road 100 Landscape and Irrigation Joint Participation Project with the Florida Department of Transportation

This will go to Council workshop for approval of the Joint Participation Agreement with the Florida Department of Transportation (FDOT). Mr. Butler explained the type of plantings, trees, etc...Mr. Jones suggested Perennial Peanut instead of sod. Mr. Butler explained he could not get that in seed form. This goes to workshop on Tuesday, then a week from Tuesday it will go to Council for their approval. Then back to FDOT for their signatures. Mr. Butler will have the plans done this week, then up to the Engineering Department for putting the drawings in AutoCadd, then to the irrigation designer, and a copy to the billboard companies for their review and approval. Then it will go to FDOT for their review and comment/approval then out to bid in April. We will try to award the contract in May or June. Hopefully by the end of September it will be completed.

10. Board Discussion of Items Not on Agenda

1. Mr. Kapcar asked about the tree replacements from the storm damage. Mr. Butler explained, we are working on getting trees for the homeowners affected by the tornado at the City's Arbor Day Event.
2. Mrs. Villa-Lobos explained a Live Oak tree was planted in Town Center. She wanted to thank Mr. Butler and the Public Works Department. It was a partnership between the two that made this possible. Mayor Netts was there as guest speaker. Mr. Landon was there as well.
3. Mr. Partelow had a question about cutting the spartina grass on Belle Terre. There is a section between the two Eastwood Lane intersections that is not cut yet. Mr. Butler explained they probably got called off on another job. Mr. Butler offered to ask Public Works About it.
4. Mr. Partelow asked if a letter from this Committee could go to the one bike shop and the one foundation that contributed to the stations for bike repairs. Mr. Butler suggested a letter to be drafted and he would put it on letterhead and send it out. Mr. Butler corrected that the Celico Foundation donated 2 stations, and PC Bike donated 1 station.
5. Mr. Butler explained that the Gargiulo Foundation has asked about putting more pads on the ground at Waterford Park for more Blue Herons. They have 3 more donors for them. They will use the new application form for submittal of their donation request and the Arts Commission will be reviewing it soon.

6. Mention was made by guest Jane Culpepper about a pot hole in the road on Belle Terre Parkway south of Buddy Taylor Middle School. Mr. Butler will mention this to Public Works to investigate and take action to repair if necessary.

11. Adjournment

Mr. Jones made a Motion to Adjourn. Mr. Kapcar seconded the Motion.

There being no further business, the meeting was adjourned at 5:35 p.m.