

**CITY OF CALEXICO  
BEAUTIFICATION COMMITTEE  
SPECIAL MEETING**

**May 12, 2016**

**5:30 p.m.**

Calexico City Hall  
Fernando "Nene" Torres Council Chambers  
608 Heber Avenue  
Calexico, CA 92231

Commissioners:

Carmen Estrada  
Maria L. Juarez  
Esther A. Marquez

Luz E. Villanueva  
Committee Secretary

City Council Members:

Joong S. Kim, Mayor  
Luis Castro, Mayor Pro Tem  
Armando Real, Council Member  
Maritza Hurtado, Council Member  
John M. Moreno, Council Member  
Ralph Morales, Building Manager

**\*\*\*AGENDA\*\*\***

**CALL TO ORDER**

**ATTENDANCE**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**ANNOUNCEMENTS/PUBLIC COMMENTS:**

**NOTE: (Not to Exceed 3 Minutes)** This is the time for the public to address the Beautification Committee on any item not appearing on the agenda that is within the subject matter jurisdiction of the Beautification Committee. The Chairperson will recognize you and when you come to the microphone, please state your name and place of residence for the record. While members of the public are encouraged to participate, it is unlawful to disturb or delay the meeting with personal or slanderous remarks. The Beautification Committee is prohibited by State law from taking action or discussing items not included on the printed agenda. If the item you wish to comment on is on the public portion of the agenda, we will take your comment when we get to the item on the agenda. Please direct your questions and comments to the Committee.

**CONSENT AGENDA**

All matters listed under the Consent Calendar are to be considered routine by the Beautification Committee and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Committee.

1. Approval of Beautification Minutes for April 12, 2016.

**DISCUSSION AND POTENTIAL ACTION ITEMS**

2. Follow up Discussion on Welcome Sign to Calexico from Hwy. 111. (Chair Estrada)
3. Beautification Committee By-laws.

**INFORMATIONAL ITEMS****4. 2016 Attendance Roster.****ADJOURNMENT**

It is the intention of the City of Calexico to comply with the Americans with Disabilities Act in all respects. If you are a person with a disability who requires a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, please request such modification or accommodation from the City Clerk at (760) 768-2102. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Please advise us at the time whether you will require accommodations to participate in meetings on a regular basis. Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. The staff reports, applications and environmental documents may be viewed at either the office of the office of the City Clerk, 608 Heber Avenue from 8:30 a.m. until 5:30 p.m. Monday through Thursday, except legal holidays. Telephone inquiries may be made at (760) 768-2102. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the City of Calexico at, or prior to, the public meeting.

**Deadline to Submit Items for Next Regular Meeting of June 14, 2016, is 5:00 p.m. on June 7, 2016.**

**CONSENT AGENDA ITEM NO. 1**  
**MINUTES FOR APRIL 12, 2016**

**THE BEAUTIFICATION COMMITTEE OF THE CITY OF CALEXICO MET IN REGULAR SESSION ON THE 12TH DAY OF APRIL, 2016, AT 5:30 P.M. AT THE CITY OF CALEXICO FERNANDO "NENE" TORRES COUNCIL CHAMBERS LOCATED AT 608 HEBER AVENUE, CALEXICO, CALIFORNIA.**

**CALL TO ORDER:**

The meeting was called to order at 5:40 p.m. by Comm. E. Marquez.

**PLEDGE OF ALLEGIANCE:** Everyone present was led in the Pledge of Allegiance by Ralph Morales, Building/Planning Manager.

**ATTENDANCE:**

**MEMBERS PRESENT:** Carmen Estrada, Chair  
Maria L. Juarez, Commissioner  
Esther A. Marquez, Commissioner

**MEMBERS ABSENT:** None

**CITY STAFF PRESENT:** Ralph Morales, Building/Planning Manager  
Luz E. Villanueva, Beautification Committee Secretary

**GUEST:** Javier Gonzalez

***APPROVAL OF AGENDA:***

Motion was made by Comm. M. Juarez and seconded by Chair C. Estrada to approve the Agenda as presented. Motion passed unanimously.

***CONSENT AGENDA:***

Motion was made by Comm. M. Juarez and seconded by Chair C. Estrada to approve the Minutes for meeting of February 9, 2016, as presented. Motion passed unanimously.

***Beautification Committee Minutes***

***April 12, 2016***

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***PUBLIC COMMENTS:***

Javier Gonzalez invited everyone present to celebrate Arbor Day on April 29, 2016, and on April 30, 2016, at 10:00 a.m. at the Kennedy Gardens Park located on the corner of Rockwood Avenue and Espinoza Street he extended an invitation to all the commissioners to go and help plant some trees. This event is being sponsored by the Kennedy Gardens Neighborhood Watch.

***BUSINESS:***

**1. Beautification Committee Attendance Report – January through March 2016 Report.**

The attendance report was reviewed and acknowledged by all of the commissioners present.

**2. Continued Discussion on a proposed pet park in Calexico. (Comm. Marquez)**

Ralph Morales, Building Manager, explained that there were three locations where it would be possible to have a pet park. The first one is located at Sam Ellis and Las Haciendas, the second location is at Meadow & Yturralde and the third one is located on 2<sup>nd</sup> Street and E. Rivera Avenue. He further explained that this issue of a proposed pet park needs to be addressed before the Parks & Recreation Committee since the Beautification Committee does not have jurisdiction when it relates to parks.

Comm. E. Marquez gave a brief presentation on what she had researched on pet parks. She explained the Kennel Association has a guideline on what is needed or required to open a pet park. She would need to collect signatures from people living around the area that is being proposed for the purpose of having the pet park. Comm. Marquez went to the Wolf Wolf Town Park in Imperial, California. She states it's a beautiful park and described all the different areas it has. She feels Calexico can also have a pet park as beautiful as the one in Imperial.

She will continue to gather information and will contact Sandra Tauler to further discuss this issue with her and request that she be placed on the Parks & Recreation Committee Agenda to present this to the committee members.

**3. Trash cans/bins and clean-up of alleys for downtown area. (Councilman Real)**

Building Manager, Ralph Morales, gave a brief presentation and explained to commissioners present that a meeting had been held with Jesus Eduardo Escobar, Representative for Republic Waste & Recycling Service, to discuss the trash pick-up in the downtown area as well as all commercial areas. A list of the businesses with current contracts along with a list of the size of containers and time of trash pickups and a list of delinquent accounts has been requested. Once the list is obtained by the City, Code Enforcement will be able to determine which businesses have and don't have containers, if the business needs large containers or if more frequent trash pickups are needed. Code Enforcement will then pay a visit to those businesses who may be in violation.

Mr. Morales further explained that the cleaning and maintaining of the alleys in the downtown area is the responsibility of the store owner, but the City in the past has coordinated in the cleaning and maintenance efforts of the alleys with the downtown merchants. He advised that Code Enforcement has contacted the store owners regarding the issue of trash containers over flowing leaving trash on the public walkway. They have issued verbal warnings followed by written notices as means to encourage businesses to keep their areas clean.

**4. Comments by Commissioners:**

Commissioner M. Juarez is requesting a list of what their duties as commissioners are or something that would indicate to them what they can take on as projects as Beautification Commissioners. This request will be forwarded to the City Clerk's Office.

Commissioners are requesting a copy of the Beautification Committee's Bylaws. This request will be given to the City Clerk.

Chair C. Estrada would like to discuss the issue of a welcome to Calexico sign from the Hwy. 111 entryway to Calexico. She would like to take on this project and wants to place this item for further discussion at the next regular meeting.

**ADJOURNMENT:**

No further business to discuss. Meeting adjourned at 6:49 p.m.

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Carmen Estrada, Chair

**Next regular meeting date is Tuesday, May 10, 2016 at 5:30 p.m.**

**DISCUSSION & POTENTIAL ACTION ITEMS:**

**ITEM NO. 2 -WELCOME TO CALEXICO SIGN FROM HWY. 111**

**ITEM NO. 3**

**BEAUTIFICATION COMMITTEE BY-LAWS**

# **BYLAWS FOR THE CALEXICO BEAUTIFICAITON COMMITTEE**

## **ARTICLE I GENERAL PROVISIONS**

### 1.1 - Created.

The Beautification Committee is created and established. The term “committee” shall refer to such Beautification Committee. These By-laws are intended to become procedures for the implementation of Chapter 2.34 of the Municipal Code.

### 1.2 – Designation of Members.

The Beautification Committee shall consist of five members. One member shall be appointed by each Council Member. The members appointed by individual Council Member shall hold office for a term identical to that of the appointing Council Member until the appointment of a successor.

### 1.3 - Quorum.

Three of the voting members of the commission shall constitute a quorum for the transaction of business.

### 1.4 - Powers and duties—Generally.

The Beautification Committee and the members thereof shall respectively have and exercise each and all of the powers, duties, rights, privileges, authorities and responsibilities as set forth and provided for in Chapter 2.34, Section 2.34.060 of the Municipal Code.

1. To study, investigate, develop and carry out plans, subject to the approval of the City Council, for improving the health, sanitation and cleanliness of the City by beautifying the street, highways, alleys, lots, yards and other similar places in the city and by removing or causing to be removed unsightly objects, fire hazards, unsanitary articles or matters and unsafe conditions;
2. To aid in the prevention of fires, diseases and other casualties by the removal and elimination of trash and other debris from the streets, highways, alleys, lots, yards and other similar places;
3. To plant or cause to be planted and to encourage the planting, placing and/or preservation of trees, flowers, plants, shrubbery and other objects of ornamentation in the City;

4. To advise with and recommend plans to other agencies of the City for the beautification thereof and otherwise promote public interest in the general improvement of the appearance of the City;
5. To investigate and report to the City Council on specific matters referred to it by the Council, together with its recommendation thereon; provided, however, that nothing contained in this section shall be construed to bridge or change the powers and duties of other commissions, departments, boards or bodies of the City.

#### 1.5 - Organization, Rules and Meetings.

The committee shall make its own rules and regulations and fix the procedure for calling, holding and conducting meetings; providing that such rules and regulations shall not be in conflict with the provisions of any laws of the state of California or laws or ordinances of any political subdivision thereof. (2.34.050 Municipal Code)

## **ARTICLE II MEMBERSHIP**

#### 2.1 Membership and Term of Office.

The commission shall consist of five members. Members are appointed as follows:

- A. One member shall be appointed by each Council Member.
- B. The members appointed by individual Council Member shall hold office for a term identical to that of the appointing Council Member until the appointment of a successor.

#### 2.2 - Vacancies and Removal of Members.

- A. Any member of the Committee may resign from any commission, board or committee at anytime.
- B. A member of any commission, board, or committee may be removed at any time by the City Council Member who appointed such member to the respective commission, board, or committee for any reason and/or if absent from three (3) regularly scheduled meetings in a calendar year. Such removal must be announced at a public meeting of the City Council.
- C. Notwithstanding, any other provision, any member of any committee, who absents himself or herself from any three (3) regularly scheduled meetings (for any reason) in a twelve (12)-month period shall automatically forfeit his or her position and shall automatically be removed from the membership of the committee. Any member so removed shall not be reappointed for a period of one (1) year to any City commission. It shall be the responsibility of the Chairman, Vice Chairman or presiding officer to report attendance at each meeting of the committee to the City Clerk.

- D. Members will also be automatically removed for violating the Political Reform Act of 1974 as determined by the appropriate agency with authority to render such decisions or failing to comply with mandatory ethics training or conflict-of interest filings (Form 700 – Statement of Economic Interest) required by the State of California or the City of Calexico.

### **ARTICLE III OFFICERS**

#### 3.1 Organization and Officers.

The committee shall elect one of its members as chairperson, one of its members as vice-chairperson and one of its members as secretary, each of whom shall hold office for one year, or until a successor is elected. No officer shall be eligible to succeed herself/himself in the same office.

#### 3.2 Compensation.

Members of the committee shall serve without compensation.

### **ARTICLE IV MEETINGS**

#### 4.1 Regular Meetings.

The committee shall meet once each month on the Second Tuesday of the Month at 5:30 p.m. at the Fernando “Nene” Torres Council Chambers in City Hall, 608 Heber Avenue, Calexico, California. Regular scheduled meetings must be posted 72 hours prior to meeting in accordance with the Brown Act (California Government Code Section 54952.3). The meetings shall be conducted in English whenever possible and in an orderly and professional manner allowing due respect to all members of the public and city officials in attendance including fellow planning commissioners.

#### 4.2 Special Meetings.

A special meetings may be called by three members of the Board. The meeting shall be called and noticed In accordance with the Brown Act (California Government Code Section 54952.3). Special meetings must be noticed 24 hours prior to meeting.

#### 4.3 Calling and Noticing of Meetings.

All Committee meetings shall be called, noticed and conducted in accordance to the "Brown Act" (California Government Code Section 54952.3) All meetings of the Committee shall be open to

the public. The Committee shall not take action nor shall it initiate discussion of its own, regarding any item not listed on the posted agenda.

#### 4.5 Agendas and Meeting Notes.

All meetings of the committee shall be announced by a printed agenda, posted on the City's website, mailed or distributed to all members, staff and City Council Members at least three working days prior to the meeting.

#### 4.6 Fifteen Minute Rule.

If the quorum has not been established within fifteen (15) minutes of the noticed starting time for the meeting, the clerical and support staff may be excused from further attendance at the meeting.

#### 4.7 Recordings.

All public meetings shall be recorded and meeting minutes, attendance records and recordings shall be forwarded to the City Clerk's Office.

#### 4.8 Agenda Item Requests.

All matters to be placed on the agenda by City staff or Committee Members require approval by the Building/Planning & Code Enforcement Manager prior to placement on the agenda. Commissioners requesting items on the agenda must have a second from another commissioner.

#### 4.9 Minutes of Meetings - Clerical Assistance.

Written minutes of each meeting shall be completed in English and presented to the Committee at its following meeting for review, correction and approval. Original minutes of each meeting shall be delivered to the City Clerk for filing as part of the official records of the City, and copies of the minutes shall be distributed to members of the City Council. Such clerical assistance and secretarial assistance as are needed by the committee shall be provided by the office of the City Manager.

#### 4.10 Time Limits for Speakers.

Each member of the public appearing at a committee meeting shall be limited to three minutes in his or her presentation, unless the Chairperson, at his or her discretion, permits further remarks to be made. Any person addressing the committee may submit written statements, petitions or other documents to complement his or her presentation.

**TITLE VI  
MISCELLANEOUS**

6.1 Cooperation from City Departments and Offices.

In carrying out its objectives within the jurisdiction of the committee, the committee shall receive prompt and full cooperation and assistance from all departments and offices of the City upon approval from the City Manager

6.3 Robert's Rules of Order.

All rules of order not herein provided for shall be determined in accordance with Robert's Rules of Order, latest edition.

6.4 Actions Subject to Review by Council.

All actions of the committee are subject to review by the City Council upon the application for such review by any citizen.

6.5 Effective Date.

These By-laws shall be approved by the Beautification Committee at a regular meeting of the committee. Following approval by the Beautification Committee, said By-laws shall be presented to the City Council for adoption.

Beautification Committee approved By-Laws on \_\_\_\_\_, 2016

City Council Adopted By-Laws on \_\_\_\_\_, 2016.

\_\_\_\_\_  
Carmen Estrada, Chairperson

**Attest:**

\_\_\_\_\_  
Luz E. Villanueva, Secretary

**INFORMATIONAL ITEMS**

**ITEM NO. 4 – 2016 ATTENDANCE ROSTER**

**BEAUTIFICATION COMMITTEE  
ATTENDANCE ROSTER  
JANAUARY TO JUNE 2016**

MEMBERS:	01/11/2016 MEETING DATE:	2/09/2016 MEETING DATE:	03/08/2016 MEETING DATE:	3/22/2016 SP.MEETING DATE:	4/12/2016 MEETING DATE:	5/10/2016 MEETING DATE:	5/12/2016 SP.MEETING DATE:	6/14/2016 MEETING DATE:
Carmen Estrada	ABSENT	PRESENT	M.C.	ABSENT	PRESENT	M.C.		
VACANT	VACANT	VACANT	M.C.	VACANT	VACANT	M.C.		
Maria L. Juarez	PRESENT	PRESENT	M.C.	ABSENT	PRESENT	M.C.		
VACANT	VACANT	VACANT	M.C.	VACANT	VACANT	M.C.		
Esther A Marquez	PRESENT	PRESENT	M.C.	PRESENT	PRESENT	M.C.		

N.Q. = No Quorum  
M.C. = Meeting Cancelled  
N.M. = No Meeting Scheduled