

LIGHTING & LANDSCAPE COMMISSION

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
850 Pomona Street

Telephone (510) 787-2992

Fax (510) 787-2459

e-mail: districtsecretary@town.crockett.ca.us

website: www.town.crockett.ca.us

MINUTES OF LIGHTING AND LANDSCAPING COMMISSION MEETING SEPTEMBER 19, 2023

1 CALL TO ORDER: The meeting was called to order at 7:06 PM by Chair Pannell. In attendance were members Castro Silva, Garbis, and Mitzel. Also present were Board member Peterson and staff; General Manager Murdock, Administrative Services Manager Goodman, and District Secretary Rivas.

2 CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.

3 PUBLIC COMMENTS ON NON-AGENDA ITEMS: A member of the community reported that several decorative lights are out. Ms. Goodman suggested that the light issue be addressed under section 5a under maintenance priorities. Chair Pannell reported that the Commission does not have any funds, but the matter should be presented to the Crockett Improvement Association (CIA).

4a CONSENT CALENDAR: Minutes for August 15, 2023, were approved with a minor correction on availability of funds in 2024. (Mitzel 1st, Castro-Silva 2nd; Ayes: 4/0)

5a QUESTIONS OR COMMENTS REGARDING LIGHTING AND LANDSCAPING MAINTENANCE ORDINANCE: Chair Pannell referred to Section 8 of the Lighting and Landscape maintenance ordinance that addresses how funds may be used. Of the \$60,000 budget, \$5,000 is expected for expenses.

5b IDENTIFY PROJECTS FOR MAINTENANCE PROGRAM (BRAINSTORM):

A discussion was had regarding lighting maintenance. Mr. Peterson reported that the CIA assists with lighting maintenance. The average maintenance cost is approximately \$5,000. The amount increases approximately every two years. The Variables that affect this amount include existing tools, inventory, and emergency outages. The Crockett Community Foundation typically has new inventory in January. Crockett has a contractor that is doing maintenance that does bulb changes. Mr. Murdock discussed various options to maintain lighting such as the use of a cherry picker and a maintenance person.

Ms. Perez brought attention to the overgrowth of the split median on Francis. The overgrowth impairs visibility, damages vehicles, and creates parking issues.

Chair Pannell shared her observations regarding landscaping issues during a walk around the community. Upon entry into the town, the area around the freeway bridgehead is covered with overgrown brush, and maintenance in this area should be relatively simple to complete. Commissioner Garbis agreed that clearing the area would provide an immediate and visible improvement that would satisfy taxpayers. A resident pointed out that the volunteer-led CIA typically maintains the area, but nothing has been done in years. Ms. Goodman pointed out the CIA-led annual Fall Clean-up is coming soon and suggested that the commission postpone decisions until

after the clean-up is completed. She will bring this matter to the CIA. Commissioner Garbis reported that the measure was created because the volunteer community was shrinking, and maintenance could no longer be sustained by volunteers. The measure serves to fund ongoing maintenance by staff or contractor. Ms. Perez recommended that the commission publicize the landscaping improvements on all social sites so that the community sees that the measure is working.

Ms. Perez brought up the issue of large trucks breaking low-hanging branches. Suggested a field survey to identify areas that need trimming. Crockett residents have observed several power lines with intertwining branches which can cause power outages. Mr. Peterson said that the County addresses fallen trees and that PG&E maintains their power lines. Reporting power line maintenance issues to PG&E is very important. This is not the responsibility of the L&L Commission. Mr. Murdock shared that PG&E's policy is that non-high-tension lines are low priority. He also suggested that clearing these branches may be outside of the financial means of the Commission. This issue will be added to be considered.

Chair Pannell continued to report her observations of the community. The sidewalks in the downtown area are dirty and have weeds in the cracks; while outside of the L&L's authority, would like businesses to clean their sidewalk areas. The C&H area at Loring Street does not look good, it is littered, and the curbs look bad. Vista del Rio to Pomona could use curb cleanup. Mr. Peterson reported that the CIA owns a street sweeper and a large power washer. These tools can be a liability to those who are untrained. Liability is covered through training and insurance.

The medians (streets) are the responsibility of the County. The general manager serves as the liaison to the County, but he strongly recommends that the community send letters to the County's public works department as they are more effective. Ms. Perez offered to spearhead a petition for street maintenance.

Ms. Rivas recommended a welcome sign at the entrance to Crockett located at the freeway exit at Dead Fish intersection. Mr. Murdock responded that a sign is not a Measure L option, but the CIA can construct a sign or monument as a capital project.

5c PRIORITIZE PROGRAM STEPS: The Commissioners identified the following in order of priority:

1) Bridgehead sidewalk; 2) Street lights; 3) Bridgehead; 4) Litter in target areas; 5) Rolph public spaces; 6) Downtown curb clean-up.

Ms. Goodman reminded the Commission that the annual fall clean-up is scheduled for October 28th and suggested that the group revisit priorities after the clean-up event. Ms. Mitzel agreed to work with CIA until funding is available.

6 REPORT OF STAFF: GM Murdock reported that 6% of a budget is standard for administration costs; wages for a maintenance person will range between \$25-\$30 per hour; insurance and workman's comp add costs to the budget. He recommended that the meetings be focused and efficient with quick decision-making to help minimize staff costs in the budget.

7 COMMENTS FROM COMMISSIONERS: Chair Pannell asked how the Commission can work with other entities such as the Chamber of Commerce, business owners, Cal-Trans, County Public Works, etc.

8 FUTURE AGENDA ITEMS: The following items were requested to be added to the next agenda: publicity of L&L activities, Plaza MOU, and Proposed budget.

9 ADJOURNMENT: The meeting was adjourned to October 17, 2023 at 8:25 PM.

Respectfully submitted,
Sonia Rivas, MBA