



**Minutes  
Parks, Beaches, and Recreation Commission  
City of Pacifica**

**REGULAR MEETING – 7 PM**

Wednesday, October 26, 2022  
2122 Beach Blvd. Pacifica, CA 94044

**CALL TO ORDER:**

**Chair Abbott:** called the meeting to order at 7:03 pm.

**I PLEDGE OF ALLEGIANCE:**

**Commissioner Benton Shoemaker:** led the Pledge of Allegiance.

**II ROLL CALL:**

**Commissioners Present:** Chair Abbott, Commissioners: Benton Shoemaker, Luson and Nicolari

Commissioners Unexcused: Heywood

**Staff Present:** Director Michael Perez, Senior Services Supervisor Beth Phipps, Recreation Specialist Rebecca Collier and Public Works, Project Manager Francisco Castellanos

**III APPROVAL OF MINUTES:**

**Chair Abbott** called for a motion to approve the minutes. **A motion was made by Commissioner Benton Shoemaker, seconded by Commissioner Nicolari, motion carried 4-0.**

**IV ADOPTION OF THE AGENDA:**

**Chair Abbott** called for motion to approve the agenda of the 10/26/2022 meeting. **Approval carried 4-0.**

**V SPECIAL PRESENTATION:**

A. Senior Services Division Supervisor, Beth Phipps introduced herself to the Commission. She gave an overview of the Seniors Services programs and services. She recapped and elaborated on the following topics:

- Senior Services Staffing
- Volunteer Highlights and Programs
- Senior Services Program offerings
- Senior Services Program Growth, Financials, and Funding
- Information and Referral
- Congregate Meals
- Meals on Wheels Program
- Transportation Services
- Community Support

**Chair Abbott:** Thanked, Supervisor Phipps and commented she attended the Seniors In Action (SIA) board meeting that was held for the first time in several months on Tuesday, October 25, 2022, she stated, the facility may not be the most luxurious in San Mateo County but there is so much heart. Meeting highlights included, introduction of newly elected board members, and several committee members spoke. Everyone was excited to be back in-person, they shared about themselves, how welcoming and important the Senior Services Center and programs are to their well-being. It was heartwarming and special to listen to all the remarks about the impact Senior Services has on the senior population of Pacifica.

**Commissioner Nicolari:** Thanked, Supervisor Phipps and asked, about the financial support from the City?

**Supervisor Phipps:** Answered, City supports Seniors Services by matching twenty-five to fifty percent, donations received from seniors and San Mateo County.

**Director Perez:** Stated, the whole Seniors Services program cost the City \$150,000-\$300,000 and was the only division that did better during COVID due in part by all the meals served at grab-n-go. Projected support from the City for Fiscal Year 2022-2023 is over \$400,000.

**Commissioner Nicolari:** Thanked, Staff for the clarification.

**Commissioner Lussion:** Thanked, Supervisor Phipps for the well-done presentation and all the hard work from her and her staff. He asked, what does the SIA membership entail?

**Supervisor Phipps:** Answered, SIA annual membership cost \$25.00 per year, benefits include parking pass for the front parking at the Community Center, \$1.00-2.00 off per class and members receive priority on trip sign-up. Membership is not required to go the Senior center or participate in Senior Services programs and trips. She added some join to be part of the senior community.

**Commissioner Benton Shoemaker:** Thanked, Supervisor Phipps and stated it was interesting to see the age of participants going to congregate meals has increased and hearting because of the isolation that took place during the pandemic. She was pleased about the California State University, San Francisco nursing students doing Meals on Wheels assessments in person as they are important to those who are extremely isolated to have interactions.

**Chair Abbott:** Thanked, Supervisor Phipps, on a great job handling the transition of acclimating staff and participants to Senior Services with her transparency and open-door policy.

B. NCE Principle, Landscape Architect, Matthew Gaber introduced himself, thanked the Parks, Beaches, and Recreation Commission, gave a Priority Parks Project update and on design changes made after the community feedback and survey data was collected. Some of the themes from the data collected were, participants wanted different themes, play equipment, surfacing, layout, and type of activities at each park. Many visit all the City parks and it was important for them and/or their children to have different experiences. A strong desire for many amenities such as picnic tables, benches, water fountains and pet waste stations and trails in the larger parks, activities for all ages such as hiking.

Design updates for the Priority Parks are listed below:

- Brighton Mini Park- Pop up event was well attended, and conceptual plan was well received. Budget focused on play equipment, safety surfacing, paths, and basic amenities. Budget did not include new vegetation planting in any of the parks.
  - Design was inspired by the Pacific Ocean
  - Removal of the boat play structure and replace with dolphin springers.
  - Three swings
  - Two separate play towers, one- 2-5 age play tower and one - 5-12 age
  - Drinking fountain
  - Two benches
  - Picnic table
  - Pet waste station

**Chair Abbott:** Commented, past Commission meetings with NCE the Commission had voiced the importance of landscaping. She understands NCE focus for this project are on the playgrounds. Maybe new Project Manager, Castellanos would continue to emphasize the Commissioners strong desire for new planting of vegetation to City staff as stated in previous Priority Park Project presentations.

**Commissioner Benton Shoemaker:** Stated, she wanted to echo Chair Abbott sentiment and the Commission has not received a clear answer on planting of trees in the Priority Park presentations. Especially, at the Brighton Park site near the proposed benches and picnic tables areas. Parks in other municipalities are green spaces for everyone. She attended the Housing Workshop on Tuesday, October 25, 2022, and commented housing in Pacifica will be greater density and parks as green spaces will be critically important to the community. She believes the Roy Davies fund can be used for landscaping and tree planting. She requested that planting of vegetation be included in each of the Priority Park sites future plans.

**Chair Abbott:** Asked, any comments on the design revisions?

**Commissioner Benton Shoemaker:** Remarked, springers play equipment are very popular with the younger age group and good exchange.

**Matthew Gaber:** Replied, yes very fun and affordable.

**Chair Abbott:** Remarked, the overall design changes look fun and NCE took the community comments in consideration when design changes were made.

- Imperial Park – Major focus for the park is visibility by giving it interesting activities and centralized play area of the park. The pop-up event had lowest number of attendees of the four parks. Many comments from survey were about trails, walking and activities for all ages. Maintenance was important to the park for staff to gain access to the path area to maintain the open space, storm drains and other infrastructure.
  - Design inspiration was Monterey Cypress trees and play focus was on all ages
  - Tree climber play structure- ages 5-12
  - Balance beam- all ages
  - Balance posts -ages 5-100
  - Double swing combination
  - Double side play structure
  - Eucalyptus logs climbing structure

- Drink fountain
- Pet waste station
- Picnic table
- benches

**Chair Abbott:** Asked, if there was signage for the trails included in the scope of work for park visitors?

**Matthew Gaber:** Answered, good suggestion and he will speak with City Staff about the possibilities.

**Chair Abbott:** Inquired, only one picnic table in the big space?

**Matthew Gaber:** Responded, yes and budget and equity comes into play, wanted to ensure that each park had the same about of amenities. There can be adjustments if needed. Some park cost estimates had far greater expenses than others the parks. The parks cost ranges from \$150,000-\$300,000. They strived for project budget to be equally spread among the four Priority parks.

**Chair Abbott:** Replied, Imperial Park is tucked away, at least one more picnic table would make sense in such a large area.

**Commissioner Nicolari:** Commented, he appreciated the use of natural materials in the design. Such as the eucalypts logs and a great fit for the open space at Imperial Park. Asked, what was the surface for the larger play area?

**Matthew Gaber:** Answered, fibar material and it is the material that are currently in the play areas. It is a sorted wood product that is good in large informal areas.

**Commissioner Nicolari:** Thanked, for the clarification. He commented that there might be a chance to enhancement of the informal trail to the west of the park.

**Commissioner Benton Shoemaker:** Asked, to clarify the survey data on first slide of the presentation as it was rather small print.

**Matthew Gaber:** Responded, he can provide the commissioners with the survey results and all the documentation.

**Commissioner Benton Shoemaker:** Replied, it looks as if one of the top results for Imperial Park activities was walking. Which she supports signage for the trails and asked if there was a mention of trail signage at the entrance of Imperial Park?

**Matthew Gaber:** Answered, there could be, but budgets are tight. He will discuss with City staff.

**Commissioner Benton Shoemaker:** Responded, in terms of equity earlier she spoke about trees around the picnic tables and benches at Brighton Park, she would also like to see them at Imperial Park. She commented, part of her concern is landscaping is usually part of landscape architecture and since it is not part of the current design, could trees easily be added in later?

**Matthew Gaber:** Answered, one of the challenges with Imperial Park, is the large amount of space and working within the budget confines while keeping equality of the other parks in mind.

**Commissioner Benton Shoemaker:** Questioned, the use of Fibar ground covering under some of the play structures. Since she has been told that it can be difficult to keep clean and asked if it would be best to keep as lawn?

**Matthew Gaber:** Answered, the reason for using fibar is because it is a play surfacing and it has fall resistance, while lawn does not offer that protection. Some of the most expensive parts of the project are the safety surfaces and fibar is an affordable surface.

- Marvella Park- Major focus to bring the park up to ADA standard, at

the park's currents state the paths, bench seating, curbs, and entry to do not meet ADA standards. This park is a centralized park and has high usage. At the pop-up events this park had a large turnout.

- Design inspired by Coastal Wildflowers, play focus on spinning for ages 2-12
- Spinner plate ages 5-12
- Two separate play towers with slides, one 2-5 age play tower and one 5-12 age
- Dynamic bar ages 5-12
- Carousel with seating ages 5-12
- Three swings
- Drinking fountain
- Benches
- Two Picnic table
- Pet waste station

**Chair Abbott:** Thanked, Matthew Gaber for the slides, swings, and spinner design because those items were important aspects from public.

- Skyridge Park- pop-up event was well attended, feedback from the public is that cars would drive through the park. A design was requested to prevent that from happening in the future. He noticed the park was also used by bicyclist riding on grass and social trails created by people because it was safer than riding on Skyline Road. Park used for walking and accessing other trails. Overhead power lines did affect the location of the design in the park. There are opportunities in the budget for this park to add some more swings or other play equipment. Wanted to keep the open space for informal play and the area can be re-seeded.
  - Design was inspired by Pacifica's topography, play focus is swinging
  - Rope pendulum ages 5-12
  - Tower play structure ages 2-5
  - Double swing combinations
  - One Picnic Table
  - Drinking fountain
  - Three Benches
  - Pet waste station

**Chair Abbott:** Asked, for clarification on the informal walking and bike paths will remain in the design plan?

**Matthew Gaber:** Answered, yes, they would remain, and pulled the location of the design away from that area due to the Monterey Cypress trees tend to drop limbs. Being hit by a small limb is equal to being hit with a baseball bat.

**Chair Abbott:** Remarkd, the park can benefit with another picnic table and couple benches.

**Commissioner Nicolari:** Commented, like Imperial Park with informal trails and the opportunity for trail improvement and signage. Overall, solid design for the space

**Commissioner Lusson:** He thanked Matthew Gaber for his presentation. He spoke to all the Priority Park design; he loved the appearance, layout, and design of the parks. His emphases of feedback were on functionality aspect of parks for

children and positive outcomes of the selection and layout of play equipment for children can enhance and have positive impact on motor skill development. He felt that there was an opportunity to adjust in the selection of play equipment that could enhance child development. Imperial Park was a good example of very strong motor skill acquisition opportunity with climbing and balance versus Brighton Park has little to none motor skill acquisition opportunities of climbing and balance. He would recommend reviewing some of the equipment selections and to have a variety of equipment that can enhance motor skills such as unstable balance instead of stable balance and climbing equipment, while still staying with the design and budget of the project.

**Matthew Gaber:** Commented, Imperial Park balance features can be used by all ages.

**Commissioner Lusson:** Remarked, a good example is Frontierland Park play equipment area.

**Matthew Gaber:** Replied, the original design for Brighton Park had a rope climber but due to the feedback they removed it and replaced with another play tower structure and will review.

**Commissioner Lusson:** Answered, some of the play structures can have a climbing wall element as an add on to the structure and small additions would be impactful.

**Commissioner Benton Shoemaker:** Asked, if a walking and bicycle trail at Skyridge Park connects to Milagra Ridge and the potential of adding signage?

**Matthew Gaber:** Responded, he assumed that there had been a social trail developed. Social trails are usually not designed to be inclusive and can be a liability, Park Districts usually would discourage usage due to erosion and habitat. An officially maintained trail would encourage signage.

**Commissioner Benton Shoemaker:** Thanked for information and presentation.

**Chair Abbott:** Asked, for any final comments or questions? And thanked Matthew Gaber for coming back and presenting the updated park designs and appreciated he took the public comments and made the proper adjustments. They will work on getting landscaping and more seating area at the parks.

**Project Manager Castellanos:** Commented, City Public Works department are strategically reviewing the planting of new trees in the future. Based on the amount of space that will be available for planting from the approved City tree list. For larger parks, they are reviewing budget and maintenance concerns, and are carefully selecting the size and species of trees. For the smaller parks, appropriately sized and vertical trees that would provide shade for the playground area. The flat work is being done with the Priority Park Project design and the trenching and addition of trees can be added in the future without issues.

**Commissioner Benton Shoemaker:** Responded, she was encouraged to hear the news on the planting of trees in the future. She had spent a lot of time in parks around San Francisco and there are usually trees over tables and benches to provide shade. She asked if trees and landscaping does not need to be considered during the design phase.

**Project Manager Castellanos:** Replied, the space for the trees needs to be thought-out.

**Commissioner Benton Shoemaker:** Thanked, Project Manager Castellanos for the information.

**Matthew Gaber:** Commented, each park already had water and irrigation which could have been expensive cost.

**Chair Abbott:** Thanked both Matthew Gaber and Project Manager Castellanos for the information they provided.

**VI ORAL COMMUNICATION:**  
**None**

**VII ITEMS FOR CONSENT:**

- A. Administrative Narrative
- B. Aquatics Update
- C. Child Care Update
- D. Recreation, Youth and Teen Program Update
- E. Senior and Food Services Update

**Chair Abbott** called for motion to approve the Items for Consent. **Motion was made by Commissioner Lusson, seconded by Commissioner Benton Shoemaker, motion carried 4-0.**

**VIII ITEMS FOR CONSIDERATION:**  
**None**

**IX REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:**

**Commissioner Nicolari:** gave brief update on the following:

- He attended the San Mateo County Parks and Recreation Commissioner Workshop on Saturday, October 15, 2022. He found the information to be very informative, especially the presentation by Kevin Miller. He took notes and is willing to share with other commissioners.
- Attended the Pacific Beach Coalition meeting, gave an update on Coastal Clean-up Day event in September, they had over 1,200 volunteers help clean-up various locations around the City. The next event is the Pacific Beach Coalition 25<sup>th</sup> Anniversary dinner on December 1, 2022, at Pedro Point Firehouse, more information had been published on their website.

**Commissioner Lusson:** gave a brief update on the following:

- He attended Fog Fest and congratulated the City staff on a wonderfully well-done event. He and his out-of-town guests had a great time.
- He attended the Sea Star Safari Counting effort, off Rockaway Beach. Organizers do a wonderful job and would recommend.
- He started coaching for AYSO and highlighted challenges and conditions with the sports fields in the City. Would be excited to talk about the challenges and advocate for the sports fields

**Chair Abbott:** gave a brief update on the following:

- She also attended the San Mateo County Parks and Recreation Commissioner Workshop on Saturday, October 15, 2022. She found it interesting on how other municipalities are little different, but still have commonality and great to network with others. Thanked Director Perez and the San Mateo Parks and Recreation directors'



- group for getting the event back together after a hiatus.
- Economic Development Committee did not meet in September, due to no quorum. They did have their Blues and Brews event on October 22-23, 2022.
- Seniors In Action (SIA)- Elected officers and seem re-energized. It had been over a year since the City staff was relocated to the Pacifica Community Center, photographs were shared with the SIA board to show the condition of the old Civic Center. By sharing this information, it gave folks who may not have understood the situation more clarity and understanding on why the move of City staff to the Pacifica Community Center was critical and necessary. Supervisor Phipps has done a good job of encouraging the seniors to embrace the City staff co-habitation to show the City Staff the passion and importance of the Senior Services space to the community. Many ideas were shared at the meeting and another comment from the meeting was the use of more diverse language and activities for events and programs.
- EV Expo Event- Saturday, October 29,2022 from 10:00am-1:00pm at the Pacifica Community Center front parking lot. Pacifica's Environmental Family partnered with the City of Pacifica. There will be sixteen (16) old and new models of electric vehicles on display with owners sharing their experiences of ownership with others. No hard selling just information sharing. City staff, Recreation Coordinator, Mahoney-Rohrl, Pacifica Climate Committee and Pacifica Peninsula Clean Energy will all be in attendance.

**Commissioner Benton Shoemaker:** gave brief update on the following:

- Also attended the San Mateo County Parks and Recreation Commissioner Workshop on Saturday, October 15, 2022. She found the presentations interesting and enjoyed the networking. She discovered that other Parks and Recreation departments have some of the same challenges, even as they are organized and operated differently from the City of Pacifica.
- Attended City Council Meeting on Monday, October 24, 2022. They gave the annual Proclamation for Arbor Day and there was a resolution to codify Arbor Day and Tree City USA in Pacifica to ensure that it will be ongoing for the future.
- Arbor Day Celebration event on November 12, 2022, at Oceana High School starts at 10:00am. The event is a collaborative effort with the City and City Public Works Department, Tree City Pacifica, Oceana High School, and Sponsors. The program will include:
  - Mayor Bier will make comments and read the names of the Tree Art Contest winners.
  - Tree Art Contest- Elementary school students drawing pictures of trees and will be judged by persons outside of the community. The winners will have their drawings displayed at Sanchez Art Center in the lobby of the East Wing, starting on November 11, 2022.
  - Oceana High School students created a video, " How to Plant Trees"
  - Rotary (also sponsor of event) will be speaking



- Poet Laurette Toni Mirosevich will read a poem about trees
- Twenty trees will be planted

## **X REPORTS FROM STAFF**

**Director Perez:** Thanked the City Public Works staff who completed the remodel of the Council Chambers. Thanked department staff for their hard work displayed in the reports and for putting together the report for the Parks, Beaches, and Recreation Commission. He gave updates on the following:

- Halloween Spectacular - Event was held for the first time since 2019, sold 250 event and carnival tickets. Thanked Girl Scout Troop 60685, Safeway stores at Linda Mar and Manor for their support through volunteering, donations of supplies and candy and department staff for their dedication and enthusiasm for the event.
- Surf Camp/School Policy Advisory Task Force Recommendations- Staff was in contact with California Coastal Commission (CCC) Planner and was informed that the Coastal Development Permit (CDP) was still under review.
- Staff Updates - Promotion of Child Care staff members Eva Tong to Child Care Assistant Supervisor, Marina Yakubovich to Cabrillo Site Coordinator, Phyllis Li and Alyaa Kadhim to full-time teachers. Unfortunately, there are three lead teacher vacancies and recruitment are continuous. Recruitment for the new Parks, Beaches and Recreation Director is in the second interview phase, and hopefully will be announced soon.
- New Appointed Parks, Beaches, and Recreation Commissioners- Stephanie Phillips and Dahlia Rodriguez were appointed by City Council on Monday, October 24, 2022, and will be seated at the November Parks, Beaches, and Recreation Commission Meeting. He will be meeting with both new Commissioners for orientation before the November meeting.
- Beach Safety Day Event – Had about thirty-five (35) attendees, Supervisor Schriver was excited about the event and the organizers would like to see it grow and become annual event. A suggestion from staff for the organizers, was to hold the event before/at the beginning of the summer to attract more beach goers.
- Upcoming Events - November 5, 2022, OHP Hike, December 2-3, 2022, Elf Market/ Holiday Extravaganza.

**Chair Abbott:** Asked other Commissioners for questions for Director Perez.

**Commissioner Benton-Shoemaker:** Asked, about Director Perez retirement party?

**Director Perez:** Responded, maybe January 14, 2023, and will be sending out invites to the Parks, Beaches, and Recreation Commission.

**Commissioner Benton-Shoemaker:** Commented, great and she was glad there was plan.

**Chair Abbott:** Stated, reminder for the Parks, Beaches and Recreation Commissioner, November commission meeting will be held a week later November 30, 2022, due to the Thanksgiving holiday. Her and Director Perez are speaking about a December meeting not during the holiday weeks, she stated before Director Perez retires, they need to download information, as much information to the Commission.

**Commission Lusson:** Asked, has a date been selected?

**Chair Abbott:** Responded, are still in discussions.

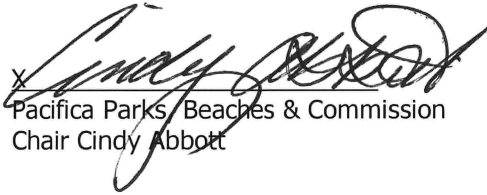
**Director Perez:** Commented, In the November Parks, Beaches and Commission Meeting will be presenting a history of Pacifica Off leash Dog Park.

**XI ADJOURNMENT:**

**Chair Abbott:** asked for motion to Adjourn. Motion was made by **Commissioner Nicolari, seconded by Commissioner Lusson. Motion Carried 4-0.**

**Next Regular Meeting:** 11/30/2022

Respectfully submitted by,  
Rebecca Collier, Recreation Specialist  
Pacifica Parks, Beaches, and Recreation

  
Pacifica Parks, Beaches & Commission  
Chair Cindy Abbott