



**CITY OF PACIFICA
BEAUTIFICATION ADVISORY COMMITTEE
MEETING MINUTES**

**Wednesday, October 6, 2021
6:30 p.m.
Virtual Meeting via Zoom**

CALL TO ORDER: 6:32 P.M. by Chair Melinda Moses

ROLL CALL:

Members Present: Gail Bennett, Julie Gossage, Patty Hontalas, Linda Jonas, Melinda Moses and Dan Wells

City Council Liaison: Mayor Sue Beckmeyer

PB&R Liaison: Commissioner Gail Benton Shoemaker

Staff Members: Lisa Petersen, Paul Lavorini and Michelle Trayer from Public Works

APPROVAL OF AGENDA: Approved.

APPROVAL OF September 1, 2021 MEETING MINUTES: Approved.

PUBLIC COMMENT: Resident Jen Carrillo had questions regarding the status of the Cabrillo School Bioswales Project. This topic would be covered under Discussion Item A Cabrillo Bioswale Project and all questions would be addressed at this time.

DISCUSSION ITEMS:

A. Cabrillo Bioswale Project:

Public Works Director Lisa Petersen stated Public Works obtained a plant quote for the Cabrillo School bioswales and determined the City has the budget to move forward with the project. She also stated there is currently no irrigation at the locations and hoped the plants chosen did not need much watering due to Public Works not having the bandwidth to water constantly. Committee member Gossage gave a presentation of the existing conditions, proposed improvements, and general layout of the plants. She explained she tried to pick native plants that would not grow too tall and become a sight-visibility issue at the crosswalk. She also chose not to incorporate a lot of grasses that would require a lot of upkeep but did include “Wet Feet” plants, which are plants that can stand more water for a short time but can handle more common drought periods for longer periods of time. Committee member Wells liked the plan but wanted to caution not to overplant since plants get larger as they mature. Committee member Gossage said her plan took this into account. Ms. Carrillo had a question of the over-all maintenance with weeding and trimming. Committee member Gossage hoped the plants would not need trimming and would just take their natural form. The plants were chosen for their growth habitat where they do not require constant deadheading. She said weeding might be a concern, so the best thing to do would be to put down a good mulch layer, stay on top of the maintenance, and replace the mulch as needed.

Mayor Beckmeyer believed there were some classes at the school that would like to participate in watering, and it would be a matter of scheduling and frequency of watering. She said it would part of the educational process as well around why one would not water all of the time and how timing is important with rain cycles.

Committee member Gossage estimated watering would need to occur a few times a week while the plants at the beginning but that could be cut back as they become more established. Chair Moses brought up a past discussion of divvying up the plots for parents and their children who might want to adopt and care for their own area. Mayor Beckmeyer said there was a safety concern at that intersection and a plan would need to be created so the children can safely engage by only approaching on the sidewalk side. She had the idea of a “buddy-system” in which older students would pair up with younger ones. Ms. Carrillo asked about the educational signage that Mayor Beckmeyer brought up at the last meeting. Mayor Beckmeyer felt there is likely funding in County grants, or the San Mateo County Office of Sustainability and those opportunities will be explored further. Committee member Gossage shared an example of a sign from Lake Merced that explains bioswales, bio retention, and storm water zones. Chair Moses suggested plant identification stakes in front of the plants to educate people on the species. Director Petersen said once the BAC asks the City to go forward with the project, Public Works will purchase the plants and hire a contractor for the installation, but reminded the group a watering plan would need to be organized. The BAC discussed possible planting dates in November, then remembered the Arbor Day Event will be held that month. Commissioner Gail Benton Shoemaker stated the Community event will be held on November 13, and schools will be taking part in their own planting event on November 12. She also shared there will be a Tree Art Contest for children from kindergarten to the 8th grade. The deadline to submit is October 15, and the winning art will be displayed at the Sanchez Art Center the first two weekends in November. The BAC voted and all were all in favor of the City proceeding with the project.

B. Community Center Planter Box- New sponsor needed:

Committee member Wells said the current sponsor, Sandy Perry, will no longer be able to maintain the planter box so the BAC needs to get the word out for a new adopter. Committee member Bennett recently spoke to Michael from local business “John the Sign Guy” about the “Adopt a Spot” sign and found out he has the original image in his computer files, so future ones can be made when needed. The BAC discussed additional public outreach and social media platforms to let the community know about the committee itself and the sponsorship program. The topic of Palmetto sponsorship renewals was also discussed.

C. Linda Mar medians:

Committee member Hontalas announced North Coast County Water District agreed to adopt the other medians, but said they requested watering and weed pickup assistance and a commitment from Public Works before-hand.

D. Council request for in-person meetings:

Director Petersen stated the City Council requested comments from the individual commissions and committees regarding the future of returning to in-person meetings. As discussed in the report provided to the group before the meeting, at the September 27th Council meeting, the Council provided direction that the council meetings would continue to be held virtually until the end of 2021 due to health and safety concerns regarding the Delta variant and the feasibility of how to effectively conduct long meetings while wearing a mask. Additionally, at this point the City is not able to require proof of vaccination or a negative COVID test from those wishing to join the meeting. The City Council wanted the members to be aware of their decision and invited input and comments from them. Mayor Beckmeyer added it was also a chance for the Committee to voice what format they would prefer for their meetings. Director Petersen shared the City Attorney’s office made mention about each committee and commission picking different dates to return to in-person meetings, so that was a comment to keep in mind. Committee member Wells noted he did not like the Zoom meetings and felt there was no opportunity to have members of the public attend because of the platform. He also felt the committee’s actions should align with the City Council’s in regard to timing and when they will be returning to in-person meetings.

Chair Moses talked about in-person meeting location options but preferred to wait and see what direction comes from the City, County and State.

STAFF COMMUNICATIONS:

A. General Updates from Public Works:

Field Services Manager Lavorini mentioned he noticed the mural being done at the North Wall at the Anza Pump Station. Director Petersen wanted to express her appreciation to the BAC for their attendance and participation at the recent Joint Meeting for the Heritage Tree Ordinance update.

NEW BUSINESS:

No new business for the next agenda was brought up. Committee member Hontalas did ask a question about who owns the parking lot at the Linda Mar “Park N Ride” because the area has a lot of weeds and trash that need addressing. Mayor Beckmeyer stated it is owned by Caltrans, and therefore it is their responsibility. She also mentioned the City will be meeting with Caltrans later in the month, and this could potentially be brought up at that time.

GOOD OF THE ORDER:

Reminder to email, text, or call if not attending the meeting as it is important for quorum. Please review minutes and agenda before meeting.

ADJOURNMENT:

There being no further business, Chair Moses closed the meeting at 7:41 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, November 3, 2021 at 6:30 p.m. and is subject to change.