



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

**Wednesday, February 3, 2021
6:30 p.m.
Virtual Meeting via Zoom**

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

ROLL CALL:

Members Present: Gail Bennett, Patty Hontalas, Linda Jonas, David Martinez, Melinda Moses, and Dan Wells

City Council Liaison: Sue Beckmeyer

Staff Members: Lisa Petersen, Sam Bautista, Paul Lavorini, Lawrence Henriquez, and Michelle Trayer from Public Works

APPROVAL OF AGENDA: Approved.

APPROVAL OF December 2, 2020 Minutes: Approved.

PUBLIC COMMENT: No public comment.

DISCUSSION ITEMS:

A. Work / materials requests guidelines between BAC and the Field Services Manager:

Chairperson Moses asked members to contact her directly regarding Public Works requests, and she will send them to the appropriate City staff member.

B. Change up of BAC Liaison:

Director of Public Works Lisa Petersen announced Public Works Field Services Manager Paul Lavorini as the new official liaison to the BAC. Paul Lavorini has been with the City for twenty-six years and is excited to be on board. Director Petersen will be attending future meetings, with Deputy Director of Public Works Sam Bautista and Associate Engineer Lawrence Henriquez rotating their attendance.

C. Increase BAC membership:

Chairperson Moses introduced the topic of adding additional members to the BAC. Committee member Hoffman has noticed a need for members with critical skill sets such as landscape architecture design and brought the idea of adding people with this type of expertise to the group. Mayor Beckmeyer said there can be dedicated seats and recommended when recruitment comes up, if the committee were to increase and there were dedicated positions, to have them on different cycles so both positions are not renewed at the same time. Mayor Beckmeyer spoke about onboarding new members and said current members can invite people to attend a meeting to learn

about the BAC and potentially join. Additionally, Mayor Beckmeyer said it is important the BAC documents are in alignment with the committee's purpose, and that the committee members understand that purpose.

D. Review and refinement of establishing resolution goal:

Chairperson Moses invited the members to share any thoughts about updating the BAC's Beautification Plan. Committee member Hoffman thought the group should reevaluate what is presently being done, if the committee would like to continue with those programs, and ensure their chosen plans will benefit the residents. Chairperson Moses asked if anyone felt a subcommittee should be formed to go over the current plan. Committee member Martinez shared with everyone he wrote the Environmental landscape practices document in the Task Force plan which lists plants that benefit insects. Chairperson Moses volunteered to serve on the "Beautification Plan Revisions for 2021" subcommittee and asked the Committee to contact her if they could assist with further document review.

Mayor Beckmeyer wanted to locate the Resolution establishing the BAC. City staff member Michelle Trayer provided the group with every BAC resolution during the meeting. Mayor Beckmeyer said these resolutions should be amended to be comprehensive and inclusive of all the committee does and the various programs that have evolved.

Committee member Hontalas expressed the need to move forward with new projects and to renew current sponsorships. Committee member Bennett shared the Rotary Club submitted renewal applications. Committee member Hontalas shared local realtor Lisa Eccleston has committed to sponsor and maintain two Rockaway Beach sites but questioned if there is a water connection on the east side. Committee member Martinez confirmed with Aren Clark there will be water available but suggested hand-watering the area during plant establishment.

Committee member Hoffman reiterated the need for additional members due to the fact there is a lot of time and effort put into contacting businesses about renewing their application and maintaining their sites. The idea would be for these new members to be in charge with program design and maintenance, which would hopefully free others to work on the actual planting portion.

E. Pacifica Beautification Awards – update to revised process of application and awards / review process for revisions / implementation timeline:

Committee member Martinez noted he believed the subcommittee was waiting to find out if gifts were allowed to be given to the award winners. Mayor Beckmeyer said the subject had not been put on any future Council agendas as of yet but explained the committee could not directly give out a prize. Mayor Beckmeyer further stated that issuing an award may be possible if the committee were to partner with a non-profit organization. Committee members Hoffman, Martinez, and Hontalas will work with Public Works Director Lisa Peterson on a proposal to present revisions to City Council.

F. Rockaway site – irrigation access / planting plan: Field Services Manager Paul Lavorini said Public Works is awaiting the arrival of a backflow cage but will go forward with installing a backflow device on the island.

STAFF COMMUNICATIONS:

A: Cabrillo Bioswales- status of water-logged sections:

Deputy Director of Public Works Sam Bautista shared that a contractor recently visited the Cabrillo site to fill the bioswales with bio-mix soil and lay down rocks at the mouths of the curbs to dissipate the water. Public Works staff reported to Deputy Director Bautista that water is flowing through the bioswale as it should be. Additionally, Deputy Director Bautista shared he received an e-mail from the Cabrillo School Principal who was thankful for the improvement. The City is looking into what types of plants can be planted at the site. Committee member Martinez explained the bioswale specific soil gets rid of toxins, dissipates naturally, and does not harm the ocean.

Field Services Manager Paul Lavorini said the crew was monitoring the location during the recent storms, shared a picture of the site, and said they are looking into the appropriate plants. Committee member Martinez said the Master Gardeners were thinking about adopting the site, and since the bioswales appear to be working properly, he will rediscuss the topic further with the group.

Committee member Martinez brought up a previous discussion about Councilmember Sue Vaterlaus potentially adopting a section of the area. Mayor Beckmeyer said Councilmember Vaterlaus wanted to adopt one of the smaller sections located on the south side of the street near the Crespi shopping center. Committee member Martinez had the idea of the Master Gardeners collaborating with Councilmember Vaterlaus on the project. The plan would be to ask Councilmember Vaterlaus or other parties to fund the development and the Master Gardeners would maintain the site. Mayor Beckmeyer will take the idea to Councilmember Vaterlaus and have her follow-up with Committee member Martinez.

NEW BUSINESS/ITEMS FOR NEXT MEETING AGENDA:

- A. Unity Mural
- B. Sponsorship Update
- C. Marvella Park maintenance
- D. Linda Mar Blvd. Island and NCCWD maintenance
- E. BAC project list

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, Chairperson Moses closed the meeting at 7:41 p.m.

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