



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

**Wednesday, May 5, 2021
6:30 p.m.
Virtual Meeting via Zoom**

CALL TO ORDER: 6:33 P.M. by Chairperson Melinda Moses

ROLL CALL:

Members Present: Gail Bennett, Ryann Hoffman, 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 April 7, 2020 Minutes: Approved.

PUBLIC COMMENT: Pacifica Resident Erin Macias asked if the recruitment period for new committee members could be extended so interested parties could apply. Public Works Director Lisa Petersen stated the City Clerk did extend the deadline for applications until Friday, May 14th, 2021 at noon. Jane Herman, a twenty-five-year Linda Mar resident shared her interest in the Linda Mar planting median project and said she would like to assist in any way she could. She explained she has managed land and landscape projects for two large agencies for thirty years, is an avid gardener and volunteer in Pacifica, and still works as a part-time consultant. Chairperson Moses asked Committee member Hontalas if she updated Ms. Herman on the medians. Committee member Hontalas said they did speak about the water line and safety issues and said one of the sites is currently being maintained by North Coast County Water District. Field Services Manager Paul Lavorini spoke to Assistant General Manager of Operation Scott Dalton at NCCWD who said the company likes sponsoring the median and even has a gardening service to maintain them. Committee member Hontalas will work with Ms. Herman on a planting plan to provide to NCCWD since there are some locations that need new plants. Committee member Jonas asked Ms. Herman if she had any advice on what to plant at one of the Palmetto boxes. Ms. Herman said she would be able to further assist after she visits the location.

DISCUSSION ITEMS:

- A. Sponsored sites: Cabrillo School / Rockaway:** Committee member Hontalas shared the Master Gardeners are currently working on bioswales in Half Moon Bay and will hopefully move to the Cabrillo bioswales after that project. There is currently no estimated start date. Committee member Hontalas also said there no updates about the Rockaway site adopted by Lisa Eccleston.

The hotel project at Rockaway Beach is still ongoing, so Committee member Hontalas said the East side of the Rockaway site should be done first. It was determined by the group that the West side of Rockaway is owned by Caltrans and no permission was needed from them to plant since it would be helping to beautify the City.

B. BAC planting site list: Chairperson Moses went over a list of possible sponsor sites including some “pocket parks” she recently discovered. Some of the locations would not be good options due to high foot traffic, but she thought maybe neighbors of sites such as the Brighton Mini Park or Sanchez Dog Park would like to sponsor their nearby location. Field Services Manager Paul Lavorini will review the list and get back to the BAC regarding which sites would be suitable for adoption. Commissioner Gail Benton Shoemaker told the group the PB&R Commission is discussing a Master Parks Plan and thought the BAC’s site list might need to be coordinated with the plan. Additionally, she shared there may be a celebration in July for the Frontierland Park Friendship Playground’s 20th Anniversary. Mayor Beckmeyer shared the Master Parks Plan has been discussed as a goal but the City needs to determine if it has the resources to accomplish it this year or in the next few years. Field Services Manager Lavorini noted Frontierland Park will be temporarily closed the week of May 17th while a contractor hired by Public Works re-paints and stains the wooden play structure.

C. Mural updates: Chairperson Moses said one of the artists requested a small change in their original design, but the Mural Subcommittee agreed the artist needed to keep the design that was approved at BAC public meeting held in March.

D. Revision/updates – 2012 Beautification Plan – segments for Palmetto bump-outs and PBAs: Chairperson Moses requested Committee members Bennett, Hoffman, and Hontalas describe for the plan how they implemented their sponsored planting programs and also asked Committee member Hontalas and Hoffman to write up how the Pacifica Beautification awards could be added to the 2012 Beautification plan revisions.

E. Palmetto Planting sites mulch and weeds issue: Field Services Manager Lavorini said Public Works would be able to coordinate green waste pickup when the sponsors weed their sites but asked the BAC if they could establish a designated pick-up day if possible. He also said they could put out a stack of orange cones at the dump site for volunteers to take and put next to their pile so Public Works knows where pick-up is needed. Resident Erin Macias asked if the City would be interested in donated locking compost bins at certain volunteer sites, but because those bins come from Recology, Field Services Manager Lavorini said it was best to stick to having Public Works go to each site for disposal. Committee member Jonas said when she weeds her site, she brings a bag to fill and take home to put in her own green waste bin and suggested volunteers think about doing the same.

Field Services Manager Lavorini also mentioned Public Works picked up flagstones at one the Paloma Avenue bulb-outs that were laying on top of the irrigation system. Public Works removed these and said they are at the Corporation Yard for that sponsor to collect. Chairperson Moses said this should be a reminder to the BAC to let the volunteers know not to stray from the initial design by adding any additional elements. Mayor Beckmeyer said the reminder should be something that Committee members Bennett and Hoffman coordinate with the adoptees as part of their guidelines. Since the Palmetto sites were originally overseen by Ginny Jaquith, formerly of the BAC, Committee member Bennett said some of the guidelines and general information were not passed on after she left the committee. Committee member Bennett will reach out to her for guidance and any general program or invoice documents she may be in possession of.

The committee decided it was unnecessary to have two separate sponsorship application forms. Currently there is an application for a new site, and one for the renewal of one. Since the terms are the same on both applications, the committee voted to have just one form with checkboxes for “NEW” or “RENEWAL.” Chairperson Moses stated going forward, invoices and receipts need to be issued and kept with all applications. Invoice amounts will be further discussed at the next meeting.

STAFF COMMUNICATIONS:

A: June 14th Commission Study Session Report Outs: Public Works Director Lisa Petersen first wanted to mention that the City Manager posted a message on the City’s “For the Record” webpage regarding the garden expansion at the Mooney Liberty Gardens by Calera Creek. The City learned about a broken irrigation pipe at the garden which led them to discover multiple community gardens had been connecting to the City’s water source. The area is identified as a sensitive-habitat area which is also under the City’s Coastal Development permit. The City Attorney is reviewing the permit to ensure the City is still operating under the permit that allows the Wastewater Department at the location. The irrigation line will be repaired by Public Works. The message on the website recognized the BAC’s hard work and encouraged the community to contact them about other potential sites to adopt.

The June 14th Study Session meeting will allow the committees and commissions ten minutes to present their PowerPoint presentation to Council. Director Petersen also said the Mayor’s Beautification Award proposed changes will be on the Consent calendar at the same meeting.

Field Services Manager Lavorini told the group Public Works has prepared the Anza Pump Station for the Four Directions mural. Public Works power-washed, repaired cracks, and the garbage can will be removed. He also wanted to make the BAC aware PG&E needs to install a gas line at the station and is trying their best to keep it inside the building for the artists. If the gas line needs to be present on the outside of building, it would be installed on the North facing wall. Field Services Lavorini went on to share there are currently no lavender plants available at Public Works and would thus need to be ordered if they are needed for any of the sites. Committee member Bennett will follow-up after the sponsors are contacted. Committee member Hontalas relayed a question to Field Services Manager Lavorini from Jane Herman asking if the City had any large boulders that would take up planting space at the Linda Mar medians. Field Services Manager Lavorini will investigate the request.

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 7:53 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, June 2, 2021 at 6:30 p.m. and is subject to change.