

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

REGULAR MEETING – 7 PM

Wednesday, April 26, 2023
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER:

Chair Abbott: called the meeting to order at 7:01 pm.

I PLEDGE OF ALLEGIANCE:

Commissioner Heywood: led the Pledge of Allegiance.

II ROLL CALL:

Commissioners Present: Commissioners: Benton-Shoemaker, Heywood, Lusson, Nicolari, Phillips and Rodriguez

Staff Present: Director Bob Palacio, Recreation Supervisor Amber Shong, Recreation Coordinator Lexi Macario and Recreation Specialists Rebecca Collier

III APPROVAL OF MINUTES:

Chair Abbott called for a motion to approve the minutes 02/22/2023. **A motion was made by Commissioner Heywood, seconded by Commissioner Lusson, motion carried 6-0, Chair Abbott abstained.**

IV ADOPTION OF THE AGENDA:

Chair Abbott called for approval of the agenda of the 04/26/2023 meeting. **By a show of hands, motion carried 7-0.**

V ORAL COMMUNICATION:

None

VI ITEMS FOR CONSENT:

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

Commissioner Benton-Shoemaker: Asked, if the Child Care division has programs at all the Jefferson School District locations in Pacifica? She noticed on social media posts with for inquiries about recruitment of staff to contact the school district.

Director Palacio: Responded, Parks, Beaches, and Recreation (PB&R) has two locations are City owned and four locations are rented space by the City from Jefferson School District. The district will have interested parties contact the City of Pacifica.

Chair Abbott: Asked if the PB&R Commission could get an update on the funding for the CaR program in a future meeting.

Director Palacio: Replied, staff is in the process of researching grants and other funding resources to keep the CaR program going.

Chair Abbott called for a motion to approve the Items for Consent. **Motion was made by Commissioner Benton-Shoemaker, seconded by Commissioner Lusson, motion carried 7-0**

VII ITEMS FOR CONSIDERATION

VIII REPORTS FROM STAFF

Director Palacio: Gave updates on the following:

- **Programs and Events:** Jr Olympics track event returned for the first time since 2019, first event was Wednesday, April 26, 2023, at Terra Nova High School. Future event dates, Wednesday, May 3, 2023, and Saturday, May 6, 2023. Spring Egg Hunt at Frontierland Park on April 8, 2023, included new activities such as food vendors, rides, DJ music, face painting and games. Earth Day Event, staff was impressed by the community support around the event.
- **Surf Camp/School Policy:** Staff and California Coastal Commission (CCC), have been working on an agreement on operating agreement since December 2021. CCC wanted to rework some main points. Most of the point have been resolved and agreed by both parties. The main issue, CCC wanted the City to re-open their State of California operation agreement, which took five years to complete and was a very involved process. To re-open the process would create more delays and would not be in the best interest of the City. The issue, sections of Linda Mar Beach that are state owned property, and the surf camps would have to cross to access the water. The State of California gave approval for the City not to re-open the agreement because the Surf Camp would not be operating on the State portion of the beach and would issue a letter to the CCC. On May 11, 2023, at 8:00am, CCC meeting via zoom will have Surf Camp subject will be on their meeting agenda.
- **Lifesaving Buoy Stations:** First station was installed by City Public Works Department on the promenade and the other five will be installed by June 2023 at the designated locations on the promenade. City reapplied for installation permit from the CCC for the beach locations. The number of locations requested was reduced from 39 to 20, the permit request would have a better chance of approval by the CCC. Each station cost about \$4,500.00-\$5,000.00 and the City is excited to partner with Sea Valor Organization on the project. Staff will send the Commissioners the locations of the Lifesaving Buoy Stations
- **Parks:** City purchased new play equipment for Fairway Park and Oddstead Park, equipment will be installed once the construction company receives the equipment and turn around time is usually short once the project starts.
- **PB&R Department Staff:** Supervisor Beth Phipps officially retired and new Recreation Supervisor for Senior Services, Amber Shong, started in April and Recreation Coordinator Lexi Macario started in March. Food Services Coordinator position, offer has been made to a candidate.
- **Bike Park Project:** Staff and Commissioner Phillips have been partnering with Bike Park Committee to move the project forward. They are working Santa Cruz Stewardship on a quote for project concept designs. Staff has applied for a grant with San Mateo County in the amount of \$159,000.00 to start the project.
- **Tree Appeal:** May 24, 2023, PB&R Commission agenda will have an appeal. Staff will send the Commissioners the updated tree ordinance and asked for the

Commissioner to review and before the next meeting.

- **Youth Advisory Board (YAB):** City Council are interested in the opinions from youth of Pacifica on several topics. YAB could discuss topics in future meetings and information would be communicated. City Council discussed having YAB as an official committee of the City, staff is advocating against for several reason among them the constraints on City committees and Brown Act restriction could be challenging.
- **PB&R Commission Meeting Minutes:** Condensed version will continue and asked Commissioners for continued input.
- **Security Cameras:** Staff reviewing different options for installation of cameras at the community center exterior and PB&R Commission will be updated throughout the process.
- **Department Marketing:** In a future meeting staff will present new or re-vamped logo designs to be used by all PB&R divisions to create department brand recognition.

Chair Abbott: Asked, if Oddstead park equipment could be replace before Fairmont Park? She also supports YAB not becoming an official City committee due to all the reasons that Director Palacio explained. She is hesitant to have less detailed PB&R Commission minutes, mainly when research is needed on past topics it is important to have details.

Director Palacio: Replied, he will make the request to the company to install equipment at Oddstead Park before Fairmont Park, if play equipment for both parks come in at the same time.

Commissioner Benton-Shoemaker: She agreed with Chair Abbott about the minutes, and she acknowledged staff's work and improvements going into Special Events.

Commission Heywood: Asked, for a timeframe on the completion of construction on restroom facilities at Linda Mar Beach?

Director Palacio: Replied, spoke with the Public Works and project contractor, earliest timeline would be August. Supply chain issues and winter storms have been the cause of the delays.

IX SPECIAL PRESENTATION

Introduction of New Staff- Recreation Supervisor, Senior Services Amber Shong introduced herself to the PB&R Commission and gave overview of her background. Recreation Coordinator, Lexi Macario introduced herself to the PB&R Commission and gave review of her experience before coming to the City of Pacifica.

X REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:

Commissioner Rodriguez: Attended Youth Advisory Board (YAB) meetings over the last two months and is excited to work with new Recreation Coordinator Macario in the future. She is pleased, YAB board want to become more involved in City decision and policy making process. In a future meeting, she would like PB&R Commission to review how to improve support for YAB.

Commissioner Nicolari: Attended the Open Space and Parkland Advisory Committee (OSPAC) meeting and monthly trail maintenance workday will become a regular event on the second Saturday of each month 9am-11am. The last trail maintenance workday was a successful with 11 participants, worked on clean-up and improvement at various local trails, making visible impact. In the meeting the subject of illegal motorcycle riding on Cattle Hill and Pedro Point, the committee commented in past PB&R was able to post signage. He asked could PB&R staff help with placing new signage in the areas?

Director Palacio: Replied, he and Commissioner Nicolari could have a more detailed conversation about best placement on signage.

Commissioner Lusson: Announced he would be leaving the PB&R Commission at the end of his term, and it would be his last meeting. He thanked the Commissioners for their service to the community and wished staff best of luck in the future.

Director Palacio: Thanked, Commissioner Lusson for his service and commitment over the last four years and presented Commissioner Lusson with a certificate of achievement for his time on the PB&R Commission.

Commissioner Benton-Shoemaker: She gave updates on the following: She served at the Senior Volunteer Appreciation dinner. Attended March and April Beautification Committee, worked on awards that were announce by the City Council and learned about Bioswales. Attended Tree City Pacifica Meetings, planning for Arbor Day 2023 have started.

Commissioner Heywood: He attended Eric J memorial skate jam at the skatepark on April 16, 2023. There were several attendees that had issues with the condition of the skatepark. He asked if staff had received emails about the subject?

Director Palacio: Replied, he has not received any correspondence regarding skatepark conditions and would like more information on the subject.

Commissioner Phillips: She served at the Senior Volunteer Appreciation Dinner and attended meetings with the Bike Park Committee and staff on funding for the project.

Chair Abbott: She gave brief updates on the following: She served at the Senior Volunteer appreciation dinner and on April 21st. She did an Earth Day activity with seniors during lunch. Age Friendly Community Coalition working on updating plans to get recertified and create age friendly business in Pacifica. Thanked Public Works and Director Palacio for getting bollards installed at Sanchez field to prevent vehicles from going onto the field.

XI


ADJOURNMENT:

Chair Abbott: asked for motion to Adjourn. **A motion was made by Commissioner Lusson, seconded by Commissioner Phillips.**

Motion carried 7-0.

Next Regular Meeting: Regular Meeting – May 24, 2023, 7:00pm

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

X 
Pacifica Parks, Beaches, and Recreation Commission
Chair Cindy Abbott