

MINUTES

Beautification Advisory Committee
Police Department EOC
2075 Coast Highway
Pacifica, CA 94044

June 1, 2016

The meeting was called to order at 6:33 PM by the Committee Chair David Martinez. Members of the Beautification Advisory Committee (BAC) in attendance were Dave Martinez, Wendy Santiago, Alan Ernat and Ginny Jaquith. Van Ocampo, Aren Clark and Yessika Dominguez from the City of Pacifica Department of Public Works were also in attendance.

The agenda was approved without corrections.

The minutes of the previous meeting were approved without corrections.

Announcements:

- Chair Martinez called Mike Mooney to ask him to send the City a letter of resignation from the BAC. As of June 1, 2016, no letter has been received.

There were no Public Comments.

Project Updates:

- Crespi Parking Lot: The hose bib has been installed, and prices will be reviewed by the Skyline Environmental Club. The newly planted plants will be given more time to grow. Chair Martinez suggested moving the irrigation pipes ~~away-closer from-to~~ the root ball. The Pacifica Garden Club has been in communication with the City about the language in the Sponsor Agreement for their planter box. To date, the City has not received an executed contract. Jaquith will follow up with Sharon Lamparter. For the islands project, the Pacifica Beach Coalition (PBC) may have volunteers to help with the cleanup. Jaquith suggested that a work plan be submitted to the BAC before work commences. Martinez agreed, and asked if there was existing irrigation there. Clark will check on that. Martinez will discuss this further with Parry.
- Greenhouse Project: No progress at this time. This project will be on hold until summer. Santiago will follow up with Eagle Scout.
- Oddstad/Terra Nova Medians: No progress. The BAC will revisit this at a later meeting.
- Oceana Blvd., Ocean Shore School and Mazzetti's Bakery: The trees are thriving, and Santiago installed the Rotary Club sign on Sunday, May 29th. Santiago also asked if more wood chips can be delivered to the site. Ocampo suggested adding them only during dry months, and then removed before the rainy season. Martinez explained that moisture is what binds the mulch together, so laying it just before the rainy season would prevent them from spreading. Ocampo explained the importance of the reduced trash commitment as part of the National Pollutant Discharge Elimination System (NPDES) program. Clark described that the trash capture devices installed in the City's storm drainage system, which are required by state law, clog very easily, and that staff had to monitor the drain continuously because of the wood chips at the Linda Mar medians.

- Spindrift School: Martinez requested more wood chips before week of June 25th, about 14 cubic yards. Spindrift is overwhelmed with occupying the building and would like to put the planting on hold.
- Highway 1 / Adopt-a-Highway: Ocampo explained that Caltrans is sending a biology team member to meet with the City Planning Department regarding the Manor Overcrossing Project. During that meeting, Ocampo will discuss BAC items with Caltrans staff. Santiago suggested having a plant design plan ready for that meeting date. Ocampo stated that the meeting will take place in July.
- Mural sub-committee: This item will be moved to Continuing Business for the next agenda. Ernat updated the BAC on the most recent meeting. Still waiting for Manor sites to be added to the documents. Jaquith mentioned that a member of PB&R Commission, Gwen Urie, is ending her term but could possibly be appointed to the Mural Sub-Committee as a member of the community. Jaquith will connect with her and report back to the ABAC. A liaison from the PB&R Commission will still be needed.
- Upkeep of Completed Projects:
 - ✓ Linda Mar Medians: This area needs to be weeded.
 - ✓ Grace McCarthy Vista Point: This area looks good for now; no action is required.
 - ✓ Marvilla Estates Park: No update/progress.

Continuing Business:

- Review of the BAC Calendar: Signs will be installed in June, the ribbon cutting will be held in mid-July, and there will be no BAC meeting in July. Jaquith suggested holding off on the ribbon cutting. The BAC approved the current calendar. Mooney's name should be removed and Jaquith's term through 2020 should be added.
- Mayor's Beautification Awards Sub-Committee: Meeting was held on May 31, 2016. One member resigned and a new member will possibly be appointed, Susan Miller. Martinez explored advertising options with Tribune. The gift policy was discussed, as possible prizes were suggested (free advertising through the Tribune) for the contest winners. Businesses could benefit from the program via advertising. Signage was also discussed for winners. Cindy Abbott mentioned that the Economic Development Committee may be able to provide funding. Flyers will be sent out at the beginning of July, but some revisions are needed first, and the subcommittee will review and finalize. The deadline for applications will be October. Santiago would like to better advertise the program.
- Maintenance Agreements for Site Adoption: Santiago passed out a draft checklist for BAC review. Martinez will put together the plant list. Ocampo had comments on safety vest requirement and the signage vendor.

New Business:

- Ribbon Cutting event: August projected for this event. Ocampo mentioned inviting Councilmembers to all events.
- Graffiti Project: No discussion.
- Palmetto Streetscape Project: Ocampo explained that the consultant has reviewed the project plans. Once the draft plan is ready, he will present to the BAC. He has made staff aware of the BAC's interest in the plant design element of the project. Merchants are concerned with planters taking up parking spaces.

Reports from staff:

- Clark brought up the ~~Mother's Club~~ Girl Scout project on Earth Day, where they cut hedges at Marvilla Park, and asserted the importance of getting clearance from DPW before doing work at City parks.

Items for Next Meeting: None.

Good of the Order: Martinez will be doing a presentation ~~for~~ at Lyngso on Soil Food Web, a UC-affiliated program. It will take place at the Lyngso Garden Center in San Carlos on Saturday at 10am.

The meeting was adjourned at 7:40pm.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, August 3rd at 6:30 PM. The meeting will be held in the EOC room located in the Pacifica Police Station at 2075 Coast Highway in Pacifica, California.