

MINUTES

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

April 6, 2016

The meeting was called to order at 6:40 PM by the newly elected Committee Chair David Martinez. Members of the Beautification Advisory Committee (BAC) in attendance were Wendy Santiago, Alan Ernat, Patty Hontalas and Sandy Parry. Amy Lewinski, a landscape architect, was invited by Chair Santiago and is interested in participating in various committee functions. Van Ocampo, Aren Clark and Yessika Dominguez from the City of Pacifica were also in attendance.

David Martinez was nominated by Ginny Jaquith and unanimously voted by the BAC to be the next Committee Chairperson.

The agenda was approved with the removal of Item #8.

The minutes of the previous meeting were approved with no corrections. Ginny Jaquith abstained from approving the minutes from the 3/2/16 meeting since she was not present at that meeting.

Announcements:

- Earth Day / Eco Fest will take place on 4/23/16
- Team Dig It could use assistance on Roberts Road on 4/23/16

There were no Public Comments.

Sandy Parry touched on the importance of having a specific design plan for planter boxes. More attention and input from the Master Gardeners are needed at the beginning of the project/planting so that specific plants can be purchased. She could not find the plants that Santiago suggested. Parry noted that the timeline for planting should be more specific as well. Site adopters need more guidance if the expectations for planting are more specific. Chair Martinez explained the difference between BAC projects in previous years and current projects, and reiterated the importance of following committee protocol. Jaquith pointed out how much the site adopters and volunteers rely on the Master Gardeners for design/project assistance. In addition, sponsors are required to order their own plants, but may be charged retail price if not accompanied by a Master Gardener.

Project Updates:

- Crespi Parking Lot: The Resource Center planter box is scheduled for planting on 4/23. Volunteers will pick up materials the day before, and it has been coordinated with the Department of Public Works to have mulch delivered to the site on the Thursday or Friday beforehand. Ernat mentioned that his area has mushrooms/fungus, and Clark would like to see pictures of the mushrooms to determine the species to ensure that people and animals are not harmed. Parry mentioned that a girl's softball team will be volunteering for her planter and may be able to offer help with other planters that day.
- Rockaway Beach Parking Lot: No progress. A partner sponsor is still needed for this site.

- Greenhouse Project: Eagle Scout Dustin still interested in this project, but is busy with school and will have to wait until summer. Hontalas will contact Dustin and follow up. The goal is to incorporate the Master Gardeners as well.
- Oddstad/Terra Nova Medians: Hontalas and Ernat have been putting this project on hold due to climate/time of year. However, this site could use some weed abatement.
- Oceana Blvd., Ocean Shore School and Mazzetti's Bakery: 12 trees have been planted at this site, and the Rotary Club is meeting on Saturday, 4/9 to do additional preparation work, including cutting soil and spreading mulch. They will also finish with the planting, while Ocean Shore School will install the planter boxes in the fall. The goal now is to keep the trees alive, which the school should be responsible for.
- Spindrift School: A request from the 4H Million Tree Planting Project has been made to plant trees at Spindrift School site. A group from the school will be doing a cleanup for Earth Day. To get the final signoff for the building, more landscaping and planting are required, but this must wait until concrete work is complete. Martinez and his business, Dig It, will be ordering all plants and will donate compost to project. A meeting with 4H will be held to determine where to plant. Martinez asked who the responsible person is for providing site adoption agreement to sponsors and keeping files. It was agreed upon by the BAC that the project lead should be responsible for doing that.
- Highway 1 / Adopt-a-Highway: The committee discussed areas along Highway 1 that could use attention – such as dying trees along the Highway. As a Rotary Club member, Santiago suggested collaborating with the City of Half Moon Bay to improve these areas. Ocampo mentioned an upcoming project for Caltrans to rehabilitate the pavement along Highway 1. Ernat suggested that tree selection could be offered in the near future. Santiago asked for updates on the project from Ocampo so that the BAC can provide inputs and/or requests.
- Mural sub-committee: Jaquith gave an overview of the first subcommittee meeting, which yielded positive progress. The current plan is for the group to be divided into task forces to survey the community, take pictures and identify potential mural sites. They have taken the first step, and a representative from the Planning Department will provide input on city codes and requirements. Martinez mentioned the wall along Tom's Auto Body being a potential project site. Parry suggested the Caltrans K-rail at Crespi Drive/Highway 1 as another site.
- Upkeep of Completed Projects:
 - ✓ Linda Mar Medians: Weeds were abated by Public Works, and the 2nd median has more pressing issues. Clark introduced a new possible pesticide called Weed Zap, an all-natural formula for newly planted plants. Public Works will be spraying the plants at the median moving forward.
 - ✓ Grace McCarthy Vista Point: Santiago and other volunteers weeded the area.
 - ✓ Marvilla Estates Park: No update/progress. This site needs signage. Jaquith mentioned the 6 signs that need to be ordered.
- Annual Report to City Council: Hontalas is almost done with the PowerPoint presentation. Martinez will present as Chair, and Hontalas will send to Dominguez for fine tuning and then Martinez will bring the final presentation to the Council meeting. A group photo is needed, as well as photo of Crespi planter boxes.

Continuing Business:

- Review of the BAC Calendar: Santiago will maintain the BAC calendar and update the committee as needed.
- Mayor's Beautification Awards Sub-Committee: None.
- Maintenance Agreements for Site Adoption: All site adoptions must have executed agreement on file.

New Business:

- Economic Development Committee (EDC) collaboration: The EDC has reached out to the BAC and is still interested in collaborating. There is one EDC member is on the mural subcommittee.
- Amy Lewinski asked about the Palmetto Streetscape Project and if the BAC has any involvement. Ocampo explained the funding details. The Project is scheduled to go out to bid in October, after Fog Fest, and construction will commence immediately after. Jaquith explained that the project was conceived before the committee was put in place, and asked if the BAC may have input in the landscape plan. Ocampo will talk to the city's Economic Development Manager, Anne Stedler, to see if that will be possible. Clark ensured that the tree planting guide has been sent to city staff and they have implemented the plan in the design. Jaquith would like to relay that the BAC is interested in being involved in the project. Ocampo will send the current layout for the project landscaping. Jaquith suggested helping with planting. Martinez would like to have this item on the next agenda.

Reports from staff: Ocampo thanked Santiago for being the Committee Chair for the past year. Martinez thanked City staff for their efforts during the recent winter storms. Parry thanked Clark for his support on her planter box project.

Items for Next Meeting:

- EDC Collaboration
- Graffiti project memo (Jaquith)
- Palmetto Streetscape Project involvement

Good of the Order: Everyone should help out on Earth Day, 4/23.

The meeting was adjourned at 8:10 PM.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, May 4th 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.