



Minutes
Parks, Beaches, and Recreation Commission
City of Pacifica

REGULAR MEETING – 7 PM

Wednesday, October 25, 2023
2212 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER:

Chair Abbott: called the meeting to order at 7:02 pm.

I PLEDGE OF ALLEGIANCE:

Commissioner Torres: led the Pledge of Allegiance.

II ROLL CALL:

Commissioners Present: Chair Abbott, Commissioners: Benton-Shoemaker, Heywood, Nicolari, Phillips, Rodriguez, Torres

Staff Present: Director Bob Palacio, Recreation Specialist Rebecca Collier

III APPROVAL OF MINUTES:

Chair Abbott called for a motion to approve the minutes September 27, 2023. **Motion was made by Commissioner Nicolari, seconded by Commissioner Rodriguez, motion carried 7-0.**

IV ADOPTION OF THE AGENDA:

Chair Abbott called for vote to approve the agenda of the 10/25/2023 meeting, **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. Senior and Food Services Update

Commissioner Benton-Shoemaker: Appreciated administrative update information about the new Aquatics Coordinator position.

Chair Abbott: requested for future staff reports to include comparison data for programs and events.

Chair Abbott called for a motion to approve Items for Consent. **Motion was made by Commissioner Torres, seconded by Commissioner Phillips, motion carried 7-0.**

VII ITEMS FOR CONSIDERATION:

A. Liaison Assignments

Director Palacio: Asked Commissioners to confirm or change their current liaison assignments and add any new assignments if needed.

Commissioner Benton-Shoemaker: Stated, since the Library Advisory Committee had not met for several years, if Chair Abbott would take over the liaison since she is a member of the task force?

Chair Abbott: Clarified she is a member of the task force as a community member not as an official liaison for Parks, Beaches, and Recreation (PB&R) Commission. She would be more than willing to report back as a community member.

B. Special Events and Public Appearances

Director Palacio: He spoke with Economic Development (ED) Manager Tara Schiff about future City special events. His belief special events should have a purpose and of course be fun/entertaining. Events should act as a hook for a greater purpose and wanted input from PB&R Commission for future special events. He would like discussion in length at a future study session setting. Public Appearances, his hope would be to have at least one PB&R Commissioner at all future special events. He also would like other community organizations and local business to be more visible and aware of events in the City.

Chair Abbott: Commented, great idea to have PB&R Commissioner(s) in attendance at PB&R special events. She appreciated Director Palacio speaking with ED Manager Schiff. The Economic Development Committee frequently speaks about events but not necessary with a purpose and lack of experience organizing special events. Partnership with ED, PB&R department expertise on special events would help formalize events for the City.

X REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:

Commissioners gave updates on their liaison assignments and community involvement.

XI REPORTS FROM STAFF:

Director Palacio: Gave updates on the following:

- **Lifesaving Buoy Rings:** City Manager approved Staff for emergency installation of two Lifesaving Buoys at the southern end of Sharp Park Beach. Staff received tentative approval from California Coastal Commission at Linda Mar Beach. City will be posting signage for pending permit for installation. Once final permit has been received staff will be ready to install at Linda Mar Beach.
- **Priority Parks:** Thanked the PB&R Commissioners for their input on the 65% plans and should have received 3D renderings of all four parks. Once staff receives the 95% plans, staff will bring to the PB&R Commission for their review.
- **Play Structure and Backstop Installment:** Fairway Park new play structures have been installed. Saltire Park play equipment replacement would be starting in mind- November. He received a comment from a community member regarding fibar usage and accessibility. Fibar does meet ADA standards but is not as easy rubberized surface. He hopes to find funds to pay for the extra cost to for the use of rubberized surface in one of the parks. Backstops replacements, accepting bids for the equipment and installation.
- **Bike Park:** Director Palacio and Commissioner Phillips met with State of California OGAL's at lower Frontierland Park to do a walk through at the site for the Recreational Trails Grant \$1.55 million grant that for the construction of the bike park. There was a request for more extensive information and updates on

the materials submitted for the grant. Staff did a lot of hard work to provide and submit the requested information.

- **Staff Report:** Child Care Site Coordinator, Greta Hayes retired at the end of September and was recognized by City Council for 25 years of service to the City of Pacifica. Open recruitment for 18 years old or older Lifeguards to help with staffing at Brink Pool. New position Aquatics coordinator was approved by City Council and recruitment would go out by the first of November. The position will allow for more program offerings and staff supervision and development in the Aquatics division.
- **Permanent Pickleball court's locations:** Staff reviewing locations for pickleball courts, spoke with Chair Abbott about one location behind Sanchez Library, will speak with City of San Francisco about an area that was capped near the archery range and the other location at Fairmont Park where the basketball court are located.
- **Arbor Day Proclamation:** Presented at City Council meeting on October 23, 2023.
- **Special Events:** Fog Jog had over 100 runners participate up from last year's numbers and Fun Fest was successful with approximately 2,000 attendees excited with all the events offerings.
- **Study Session:** Date in December to review surf camps, 2024 Work Plan, special events, branding and marketing.

Commissioner Phillips: Asked if the basketball court at Fairmont Park are used frequently?

Director Palacio: Answered, yes and the basketball court would not be eliminated, area would be reconfigured to include 2 pickleball courts and one basketball court.

Commissioner Heywood: Asked for confirmation on the location near the archery range and asked if it would be a day light only pickleball courts?

Director Palacio: Responded, community member wanted staff to review. If possible, would want Pickleball courts on both sides of the city.

All Commissioners: Agreed, December 13, 2023, as the study session date with a start time 6:00pm.

Chair Abbott: Asked Director Palacio if the Commissioners could have until November 22, 2023, to send him any 2024 Work Plan ideas?


Director Palacio: Agreed

XII **ADJOURNMENT:**

Chair Abbott: asked for motion to Adjourn. **A motion was made by Commissioner Phillips, seconded by Commissioner Heywood. Motion carried 7-0.**

Next Regular Meeting: Regular Meeting – January 24, 2024, 7:00pm

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

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