



AGENDA
Parks, Beaches, and Recreation Commission
City of Pacifica

Regular Meeting – 7 PM
Tuesday, June 25, 2024
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

7:00 PM REGULAR MEETING

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. INTRODUCTION OF NEW COMMISSIONER

A. Tracy Buie

IV. APPROVAL OF MINUTES:

05/22/2024 Meeting Minutes

V. ADOPTION OF AGENDA

VI. SPECIAL PRESENTATION

A. Community Center Reopening Plan- Acting Director Scott Leslie

VII. ORAL COMMUNICATION

This is the time set aside for the public to address the Commission on items not appearing on the agenda, public input will be considered for items at this time. Please state your name for the record when addressing the Commission. Statements will be limited to three (3) minutes.

VIII. ITEMS FOR CONSIDERATION

A. Liaison Assignments

B. Beach Safety Sub-Committee Discussion

IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

X. REPORTS FROM STAFF

Acting Director Scott Leslie

XI. ADJOURNMENT

Next Regular Meeting: Regular meeting – July 24, 2024, 7:00 pm

The City of Pacifica will provide special assistance for disabled citizens upon at least 24-hour advance notice to the City Manager's office (738-7301). If you need sign language assistance or written material printed in a larger font or taped, advance notice is necessary. All meeting rooms are accessible to the disabled.



Minutes
Parks, Beaches, and Recreation Commission
City of Pacifica

REGULAR MEETING – 7 PM

Wednesday, May 22, 2024
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER:

Chair Abbott: called the meeting to order at 7:00 pm.

I PLEDGE OF ALLEGIANCE:

Commissioner Banks: led the Pledge of Allegiance.

II ROLL CALL:

Commissioners Present: Chair Abbott, Commissioners: Benton-Shoemaker, Phillips, Banks, and Rodriguez

Commissioners Excused: Torres

Commissioners Absent: Heywood

Staff Present: Acting Director Scott Leslie, Recreation Supervisor Anthony Schriver, Recreation Coordinator Rebecca Collier, Recreation Specialist Sabrina Krenn, and Recreation Administrative Specialist Jeanette Ruspil

III APPROVAL OF MINUTES:

Chair Abbott called for a motion to approve the minutes 04/24/2024 **A motion was made by Commissioner Rodriguez, seconded by Commissioner Phillips, motion carried 6-0.**

IV ADOPTION OF THE AGENDA:

Chair Abbott called for motion to approve the agenda of the 05/22/2024 meeting. **Motion carried 6-0.**

VI ORAL COMMUNICATION:

None

VII ITEMS FOR CONSIDERATION:

A. Liaison Assignments

Commissioners reviewed liaison assignments and discussed current assignments and vacancies. At the next commission meeting assignments will be finalized.

B. Review the City Council presentation

Commissioners reviewed the City Council presentation and discussed the success and projects they worked on over the last year.

C. Expanded beach safety awareness and community engagement

Recreation Supervisor Schriver gave a presentation on the installation of Life Ring Buoy project. He reviewed the current locations where the life ring

buoys are installed and the ones that remain to be installed.

Commissioner Abbott commented on the need for partnering with the Emergency Preparedness Commission to do to community education on beach safety.

Commissioner Benton-Shoemaker commented that the life ring buoys need to have GPS location added to assist emergency services find the right location.

Commissioner Phillips asked a clarifying question about the location of the life ring buoy installations at Pacifica State Beach.

Commissioner Banks commented beach safety is important, we could connect with the local schools that send out regular newsletters to educate parents and students about rip tides.

VIII REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM

COMMISSIONERS: Commissioners gave updates on their liaison assignments and community involvement. Commissioner Rodriguez announced today will be her last meeting. She thanked the staff and the commission for all their support during her time here.

IX REPORTS FROM STAFF:

Acting Director Leslie gave updates on the following:

- **Surf Camps:** Director Leslie informed the commission that the city issued three surf camp permits in December 2023. One to a non-profit, City Surf. Two commercial businesses were issued permits, Surf Camp Pacifica and Adventure Out. The next permit enrollment period is June 1 through June 15, 2024.
- **Surf Camp Code of Conduct:** Director Leslie provided a copy of the most recent version of the code of conduct that the city is currently using. The California Coastal Commission is currently reviewing it for final approval. This is a two-year process.
- **Tree Appeal:** Director Leslie informed the commission that they will receive training around the tree appeal process, the ordinance, and their responsibility in the coming months.
- **Priority Parks:** Director Leslie provided an update regarding the current estimated budgets for the priority parks. These estimates are based on the play elements, square footage of concrete and asphalt, tree installation, irrigation, and other design elements. These estimates will change after the final 95% documents are completed.
 - Imperial Park \$393K
 - Sky Ridge Park \$350K
 - Brighton Park \$403K
 - Marvella Park \$373K
 - For a total of \$1.92 million
- **Child Care Update:** Interior Furnishings
 - The Child Care division has allocated a significant portion of its budget for furniture and equipment upgrades in the current fiscal year.
 - The program supervisors are in the final stages of coordinating substantial purchases to refresh the interiors of both the preschool and school-age programs.

- The current plan includes setting aside similar funds for the next fiscal year to complete this process.
- **Fairway Park Backstop Project:** The project commenced in mid-February; it was scheduled to be done by mid-March. As stated in the previous Commission meetings, the project ran into unforeseen construction issues but is now completed.
- **Summer Programming:** Director Leslie reviewed upcoming summer activities planned by PB&R staff.
- **Civic Center Update:** The ribbon-cutting ceremony is currently being planned and staff is looking forward to offering additional recreation programs when the community center fully open.
- **Special Events:**
 - **Blues and Brews** - was a success, keeping our goal was to support the economic development committee's event. There were significantly more attendees than the last time the event occurred. The economic development committee is in the process of evaluating where to go for next year.
 - **Junior Olympics** – The Junior Olympics was a great success this year. The event was shortened from three days to two, with staff fully utilizing an outside contractor to provide timing results. There were very large crowds on the first day for the 10 to 14-year-old competitors. The main event, for the younger seven to 10-year-olds, took place on Saturday, May 11th, and also attracted large crowds. This event was sponsored by the Lions Club for the 57th time.
 - **Teen Dances:** the department had the final J team dance on Friday, April 28th. This was the first year that we had a full series of dances since COVID. Staff is putting together a schedule for the 24/25 school year dances.
 - **Pacifica Pride Event** – June 1st, at IBL School. We will be working with the YAB to offer some button-making, and our PB&R Staff members will be offering some children's games and activities.
 - **4th of July** – The event will feature two bands, a professional sound setup, face painting, three amusement-style rides, food trucks, Mr. Softee, and a variety of traditional 4th of July games organized by the Parks, Beaches, and Recreation summer staff.
 - **DOG Jog** - The first-ever Dog Jog, a running event for runners and their canine companions, will take place on Sunday, August 4th, the day after the dog surfing contest. The intention is to have a fun, low-key run with our furry friends. Since this is the first time the department is hosting this event, we hope to attract a decent crowd to enjoy some canine-related fun.
- **Recognition of Commissioner Rodriguez:** Director Leslie recognized Commissioner Rodriguez for serving on the commission and for her work with the Youth Advisory Board, and the design of the new department logo. Staff

presented her with a certificate of dedication and a commissioner pull-over with the new logo.

- **Upcoming City Council Meeting:** On June 24th there will be a proclamation that July is Parks and Recreation Month, and we would like to invite the commissioners to attend and be a part of the festivities. Park & Recreation Month is July -This year's theme—"Where You Belong"—celebrates the many ways park and recreation professionals across the country foster a sense of belonging in their community by providing welcoming and inclusive programs, essential services for all ages and abilities, and safe, accessible spaces to build meaningful connections.

Commissioner Benton-Shoemaker: Commented about the history of tree appeals and the process and expressed interest in following up with replacement trees.

Chair Abbott: Commented the dog on leash law being enforced at the beach.

X ELECTION OF CHAIR AND CHAIR PRO-TEM:

Chair Abbott nominated Commissioner Benton-Shoemaker for Chair, seconded by Commissioner Banks, motion carried 6-0.

Chair Abbott nominated Commissioner Phillips for Chair Pro-Tem, seconded by Commissioner Rodriguez, motion carried 6-0.

XI ADJOURNMENT:

Chair Abbott Adjourn meeting by agreement, **carried 6-0.**

Next Regular Meeting: Regular Meeting – June 26,2024, 7:00pm

Respectfully submitted by,
Jeanette Ruspil, Recreation Administrative Specialist
Pacifica Parks, Beaches, and Recreation

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Pacifica Parks, Beaches, and Recreation Commission
Chair Gail Benton-Shoemaker

**PARKS, BEACHES, AND RECREATION DEPARTMENT
COMMISSION 2024-2025 LIAISON ASSIGNMENTS**

COMMITTEE	MEETINGS	LIAISON
Aquatics Liaison	As Needed for pool issues/events Contact Anthony Schriver Email: aschriver@pacifica.gov Phone: 650-738-7461	Commissioner Torres
Beautification Committee	1 st Wednesday, 6:30 pm @ EOC	Commissioner Benton-Shoemaker
Bike Park Committee	Contact Anthony Schriver Email: aschriver@pacifica.gov Phone: (650)738-7461	Commissioner Phillips
Childcare Services/ Parent Advisory Committee	Mindy Tiet Email: mtiet@pacifica.gov Phone: 650-738-7354 Tracy Gilbert -Email: tgilbert@pacifica.gov	VACANT
Climate Action Taskforce	3 rd Tuesday – 6:30 pm	VACANT
Economic Development Committee	2 nd Tuesday of the month, 6 pm @ EOC	Commissioner Abbott
Emergency Preparedness Commission	3 rd Wednesday	VACANT
Library Advisory Committee	TBA	Commissioner Abbott
Open Space and Parkland Advisory Committee	3 rd Wednesday, 6:00 pm, TBA	VACANT
Pacific Beach Coalition	Contact Lynn Adams lynn4promos@aol.com Phone: 650-355-1668	VACANT
Poet Laureate	As Needed	Commissioner(s) Abbott & Benton-Shoemaker
Skate Park	As Needed	VACANT
Senior In Action Council	As Needed – Senior Advisory Council Meets 3 rd Tuesday -12:45pm Contact Amber Shong Email: ashong@pacifica.gov Phone: (650)738-7352	Commissioner Abbott
Tree City Pacifica		Commissioner Benton-Shoemaker
Youth Advisory Board	2 nd Wednesday – Community Center – 6 pm Email: lmacario@pacifica.gov Phone: (650)738-7376	Commissioner Staudenbaur (Requested)

**PARKS, BEACHES, AND RECREATION DEPARTMENT
COMMISSION 2024-2025 LIAISON ASSIGNMENTS – PB&R Events**

COMMITTEE	COMMITMENT	DATE OF EVENT	LIAISON
4th of July Celebration	Attend planning meetings, day of attendance, and participation	July 4, 2024	VACANT
Bingo Bash (Senior Services)	Day of attendance and participation	August 10, 2024	VACANT
Blues & Brews (Economic Development)	Day of attendance and participation	April 2025	VACANT
Earth Day	Day of attendance and participation	April 2025	VACANT
Epic Eggventure	Day of attendance and participation	April 19, 2025	VACANT
Family Fun Fest	Attend planning meetings, day of attendance, and participation	September 29, 2024	VACANT
Halloween Spectacular	Day of attendance and participation	October 19, 2024	VACANT
Pride Event City Booth	Day of attendance and participation	June 2025	VACANT
Pacifica Junior Olympics	Attend planning meetings, day of attendance, and participation	April/May 2025	VACANT
Pacifica Polar Palooza Day 1	Building lighting ceremony	December 6, 2024	VACANT
Pacifica Polar Palooza Day 2	Elf Market & Santa's Workshop	December 7, 2024	VACANT
Rockaway Tree Lighting	Helping YAB with their table at Rockaway	December 8, 2024	VACANT
Senior Prom	Day of attendance and participation	March 2025	VACANT
Volunteer Appreciation Dinner	Day of attendance and participation	April 2025	VACANT