



AGENDA
Parks, Beaches, and Recreation Commission
City of Pacifica

Regular Meeting – 7 PM
Wednesday, August 28, 2024
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

7:00 PM REGULAR MEETING

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVAL OF MINUTES:
07/24/2024 Meeting Minutes

IV. ADOPTION OF AGENDA

V. SPECIAL PRESENTATION

- A. Snowy Plover at Pacifica State Beach – Margaret Goodale
- B. Introduction of new Aquatics Coordinator – Mitchell Klassen
- C. Final Plans of Priority Parks – Scott Leslie

VI. 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.

VII. ITEMS FOR CONSENT

VIII. ITEMS FOR CONSIDERATION

IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

X. REPORTS FROM STAFF
Acting Director Scott Leslie

XI. ADJOURNMENT

Next Regular Meeting: Regular meeting – September 25, 2024 7:00pm

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, July 24, 2024

2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

Chair Benton Shoemaker: called the meeting to order at 7:00pm

XII. PLEDGE OF ALLEGIANCE

Commissioner Abbott: led the Pledge of Allegiance

XIII. ROLL CALL

Commissioners Present: Chair Benton Shoemaker, Commissioner Abbott, Commissioner Phillips, Commissioner Banks, Commissioner Buie, Commissioner Staudenbaur

Commissioner Excused: Commissioner Torres

Staff Present: Acting Director Scott Leslie, Recreation Supervisor Amber Shong, Recreation Supervisor Anthony Schriver, Recreation Administrative Specialist Jeanette Ruspil, Recreation Administrative Specialist Sabrina Krenn, and Intern Jair Alessandro Campos

XIV. INTRODUCTION OF NEW COMMISSIONER

- A. The new commissioner, Marc Staudenbaur, was introduced to and welcomed by the Commission. The Commissioners introduced themselves.

XV. APPROVAL OF MINUTES:

Chair Benton Shoemaker called for a motion to approve the minutes 6/25/2024. **A motion was made by Commissioner Banks, seconded by Commissioner Abbott, motion carried 6-0.**

XVI. ADOPTION OF AGENDA

Chair Benton Shoemaker asked if any Commissioner wanted to make any changes to the agenda 6/25/2024. No objections. **Motion carried 6-0.**

XVII. SPECIAL PRESENTATION

A. Aquatics Division – Recreation Supervisor Anthony Schriver

Supervisor Schriver reported on the activities and events that took place over the last in year Aquatics. The presentation reviewed the Jean E. Brink pool usage. Supervisor Schriver shared pictures of open family swim, daily lap swimming, aerobics, and youth classes. Supervisor Schriver shared details about Wet and Wild Camp, as well as the life-saving classes that are offered. Supervisor Schriver reviewed events, including the National Bike to Work event that Pacifica participated in, and the upcoming Beach Safety event.

The Commissioners thanked Supervisor Schriver for his presentation.

Commissioner Abbott asked about the Aquatics Coordination position. Supervisor Schriver responded that Mitchell Classen will be starting on August 5, 2024.

Chair Benton Shoemaker shared that she received feedback from the community regarding the time of day for the baby and parent swim lessons are offered, that they are too late in the evening and more people would be interested in taking them if they were earlier. Supervisor Schriver, responded stating since we share the pool with the Oceana, they need to utilize the pool until 6 PM, but staff will review the options and take that into consideration.

B. Parks Catalog – Intern Jair Alessandro Campos

Intern Campos reported on his summer project. The first draft of Parks Catalog was displayed for review. Intern Campos shared that he visited each park and updated the pictures and took inventory of benches, trash cans, water fountains, dog bag dispensers, fields, parking spots, bathrooms, playground features, and the park's look and feel. The Park Catalog includes details about each including park hours, park maintenance, park history, park features, and amenities.

The Commissioners thanked Intern Campos for his presentation.

Commissioner Abbott asked if the commission could receive a digital copy of the Park Catalog so they can provide more detailed feedback.

Commissioner Banks recommended that the parks be reordered and make additional formatting edits.

Commissioner Phillips recommended adding additional parks that aren't city owned but are located here and to include hiking trails.

XVIII. ORAL COMMUNICATION

None.

XIX. ITEMS FOR CONSIDERATION

A. Liaison Assignments

Commissioners reviewed a new, updated list of liaison assignments. Commissioners discussed and signed up for the remaining open positions liaison assignments.

XX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

Commissioners gave updates on their liaison assignments and community involvement.

XXI. REPORTS FROM STAFF

Acting Director Scott Leslie gave the following statements and updates:

- **Life-Ring Buoy Installation:** Acting Director Leslie discussed that the project is in the final stages.
- **Civic Center:**
 - June 20th, 2024, there was a ribbon-cutting ceremony, the Civic Center employees have fully moved.
 - Parks, Beaches, and Recreation staff are in the process of getting settled in at the Community Center in their new office or desk setups.
 - Staff are in the planning process of reopening all rooms for contract class and recreation use. As shared in previous commission meetings, project improvement plans are taking place to update the building. The exterior garbage can housing was been completed.
 - This year's Arbor Day will be at the Community Center. Twenty trees will be planted around the Community Center.
 - Acting Director Leslie confirmed with Public Works that the park Civic Center is not complete, and they plan to add additional benches.
- **Priority Park Project:** Acting Director Leslie shared that he received the final project plans and staff is in the process of reviewing them to ensure the commission's recommendations for additional benches, benches under the shade, updated seating, and rounding edges were updated in the new plans. He will share the completed plans with the commission at the next meeting. Staff plans to go to bid on this project late September or early October, with plans of completing the project by the end of Summer 2025.
- **Fun Fest Committee:** Acting Director Leslie, updated the commission that the Fun Fest Committee is planning for our next upcoming event at Fog Fest at the end of September. With the Recreation team being fully staffed with Mitchell being onboarded, the team is looking forward to the event.

XXII. ADJOURNMENT

Chair Benton Shoemaker called for a motion to adjourn the meeting. **Motion was made by Commissioner Phillips, seconded by Commissioner Rodriguez, motion carried 6-0**

Next Regular Meeting: Regular meeting – August 28, 2024, 7:00 pm

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

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Pacifica Parks, Beaches, and Recreation Com...
Chair Gail Benton-Shoemaker