



**CITY OF PACIFICA  
BEAUTIFICATION ADVISORY COMMITTEE  
MEETING MINUTES**

**Wednesday, March 2, 2022  
6:30 p.m.  
Virtual Meeting via Zoom**

**CALL TO ORDER:** 6:35 P.M. by Chair Melinda Moses

**Members Present:** Gail Bennett, Julie Gossage, Ryann Hoffman, Patty Hontalas, Linda Jonas, Melinda Moses, and Dan Wells

**City Council Liaison:** Mayor Sue Beckmeyer

**PB&R Liaison:** Commissioner Gail Benton Shoemaker

**Staff Members:** Lisa Petersen, Paul Lavorini and Michelle Trayer from Public Works

**APPROVAL OF AGENDA:** Approved.

**APPROVAL OF FEBRUARY 2, 2022, MEETING MINUTES:** Approved.

**PUBLIC COMMENT:** No members of the public present. Chairperson Moses noted a potential Adopt-A-Spot sponsor who is interested in a Rockaway Beach location might join a future meeting. No date determined.

**DISCUSSION ITEMS:**

**A. Crespi Bioswales workday 03/06/22:** Chairperson Moses confirmed the date of the Cabrillo Service Day Campus Beautification and Cleanup would be Sunday, March 6, 2022.

Committee member Gossage said the hours would be 10 a.m. to 1 p.m., and the goal was to install new plants in the bioswales and potentially weed if time permitted. Chairperson Moses asked Committee member Gossage if she had an update on the school's plant identification signage, but Committee member Gossage stated she had no information. Chairperson Moses asked Field Services Manager Lavorini if he had thoughts on safety logistics for the cleanup. Field Services Manager Lavorini said he would have a Public Works Ranger deliver some traffic cones to the site at the time the plants are dropped off. Chairperson Moses asked Committee member Gossage if she could assist with basic safety rules that morning since she would be on site. The need for volunteer waiver forms was discussed. Director Petersen stated Councilmember Beckmeyer had those forms and should be coordinating that effort. The updated volunteer waiver form can be found on the BAC webpage.

**B. Planting sites – Palmetto updates/new sites/ plant and other items on City property:**

Committee member Bennett said the Palmetto site cleanup day held on February 26<sup>th</sup> was productive. She stated Councilmember Beckmeyer was present, as were most of the committee. Committee member Bennett shared what businesses would be renewing, and what new businesses would be taking over older sites. She also stated she noticed a damaged water line at one of the sites and took a picture of the area for Public Works.

Committee member Bennett also mentioned she spoke to a woman who has a daughter in 4-H who told her their organization is always looking for community services hours. Committee member Jonas wanted to discuss upfront renewal costs and billing. She said the committee should consider not automatically invoicing at every term. Instead, the BAC should reach out to the sponsor when their site needs replacement plants. The committee discussed their standardized planting guide and keeping consistency at the sites. Committee member Gossage recommended a separate plant list that accompanies the renewals. This list would provide enough variety where the sponsor would have options to be able to procure the plants that are available at the time of replacement while still adhering to the BAC planting species standards. Chairperson Moses asked for a vote for this new list. Chairperson Moses told the group the choices would be keeping the original plant list to ensure the bump-outs are uniform or create a second alternative list that offers more variety but still has native, drought-tolerant, and bee friendly species. Committee member Gossage asked for clarification on the original plant list. She also stated it should be worded in the agreement that organic mulch be used to ensure proper breakdown and nutrients, and that the sponsor agrees to adhere to the BAC approved plant list. Committee member Hontalas suggested the committee create an entirely new planting plan to replace the original one instead of having two lists. Chairperson Moses tabled the topic and stated it would be revisited at the April meeting. Council member Beckmeyer had a question for Public Works about compost and Senate Bill 1383. She said there is a certain amount of compost the City is required to take back in some way that results from the State laws, and while the City has organic mulch it uses, it sounded like Committee member Gossage was talking about soil amendment. Council member Beckmeyer asked if the City has regular access to organic mulch, if it aligns with the SB 1383 requirements, and if there is a future for a nexus between those two items. Director Petersen stated the bill requires cities to purchase mulch or compost, but the cities are still trying to work out the details. She said there is a bit of confusion about the quantity cities are being required to acquire and if there is going to be a supplier available to all of them. Director Petersen said the City applied for a small grant that could be used towards the purchase of compost or mulch and stated when more information is available in the coming months, she felt confident there could be a nexus between uses for the BAC and other City properties. Field Services Manager Lavorini shared Recology has twice yearly events which allow residents to pick up free soil at the Public Works dump site on Palmetto. Committee member Wells said he believes one can fill up to two thirty-gallon pails. Commissioner Gail Benton Shoemaker stated she knew people who would be attending a compost giveaway on Saturday, March 5 and the limit was two garbage cans. Committee member Hontalas and Chairperson Moses asked if the City was still allowed to use wood chips due to SB 1383 requirements. Director Petersen said wood chip use was still acceptable. Chairperson Moses reiterated the Palmetto planting plan update and invoicing topics would be on the April agenda.

- C. PBA Implementation:** Chairperson Moses asked Committee member Hontalas for an update on the program and flyer. Committee member Hontalas said she would update the application/flyer but thought the BAC should vote on the proposed award modifications as discussed in previous meetings. The group was able to confirm those changes went to Council in 2021 and were already accepted. Those changes included changing the award name from “Mayor’s Annual Pacifica Pride Award” to “Pacifica Beautification Award,” the frequency of the program, and partnering with a non-profit for purchase of a gift to accompany the award. City staff will assist the BAC with advertising the awards and uploading the application on social media sites and the BAC website.

Councilmember Beckmeyer reminded the group Vicki Moore, who runs a Pacifica Locals Facebook page offered to repost any City items to help reach a broader audience. Committee member Hontalas will distribute the flyer to the other members when the edits have been made.

- D. BAC meeting venue:** Starting in April, the BAC will resume in-person meetings at the Public Works Corporation Yard lunchroom at 675 Oceana Blvd.
- E. BAC Chair position:** Chairperson Moses asked if any member would consider taking the role as the next Chairperson but there were no volunteers.

#### **STAFF COMMUNICATIONS:**

- A. General Updates from Public Works:** Director Petersen reminded the committee that City Staff is available to help with putting their content on the City's Next Door and Facebook, as well as Connect with Pacifica. Field Services Manager Lavorini told Committee member Bennett the signs for the sponsors who declined to renew their sites are at Public Works and ready for pick up. Committee member Jonas asked Field Services Manager Lavorini if he could look at the site across from Ace Hardware on Oceana Blvd and let her know if more mulch should be added or if there is enough. Councilmember Beckmeyer spoke about the upcoming Cabrillo Service Day Campus Beautification and Cleanup on Sunday, March 6, 2022, and the positive experience the children are having as they tend to the bioswales.

#### **NEW BUSINESS:**

No new business for the next agenda was brought up.

#### **GOOD OF THE ORDER:**

Reminder to email, text, or call if not attending the meeting as it is important for quorum. Please review minutes and agenda before meeting.

#### **ADJOURNMENT:**

There being no further business, Chair Moses closed the meeting at 7:36 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for April 6, 2022, at 6:30 p.m. and is subject to change.