



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

**Wednesday, July 1, 2020  
Virtual Meeting via Zoom**

**CALL TO ORDER: 6:37 P.M. by Chairperson Melinda Moses**

**ROLL CALL:**

- 1. Members Present:** Gail Bennett, Ryann Hoffman, Linda Jonas, David Martinez, Melinda Moses, and Dan Wells
- 2. Members Not Present:** Patty Hontalas
- 3. City Council Liaison:** Sue Beckmeyer
- 4. Staff Members:** Aren Clark, Lawrence Henriquez, and Michelle Trayer from Public Works

**APPROVAL OF AGENDA:** Approved with changes. Discussion of new mural on south wall of Community Center under Public Communication tabled until the next Mural Subcommittee meeting.

**APPROVAL OF June 3, 2020 Minutes:** Approved

**PUBLIC COMMENT:** No members of the public present

**DISCUSSION ITEMS:**

- A. Dylan Macias – Eagle Scout Project at Pacifica Community Center Presentation:** Local Eagle Scout Dylan Macias presented his proposed project at the Pacifica Community Center. The project, which would take about 2 to 3 days to complete, would replace the existing north-facing planter box and plants. Dylan shared his recommended plant list, work plan, and his plans for obtaining donations.

Prior to finalizing the planting layout, Dylan will make contact with BAC Member Dan Wells to obtain propagated plants being donated to his project by the Pacifica Garden Club.

Lawrence from Public Works advised Dylan to ensure the project materials do not block access to the building. Dylan said materials would be stored at home and in his vehicle. Dylan will contact Lawrence before he begins work on the project, and will submit to Lawrence by email the final work plan overview including dates, times, number of people involved, and tasks to be accomplished. The plan is subject to change, but will provide as much detail as possible.

Dylan will contact BAC Member Dave Martinez two weeks before beginning planting for assistance with design and layout of planter box. Dave graciously offered to assist and provide guidance on planting day, as well.

If approved by the committee, the project would tentatively start in July, and working hours would be during the week by the request of Chairperson Moses, since people visit the beach on the weekends. Chairperson Moses also wanted to know about the irrigation and maintenance schedule, the plan for following social-distancing guidelines while working, and asked that a sign be placed at the project area so people are aware of who is doing the work and what the project entails. The committee voted and moved to approve the project, as amended by the BAC members.

- B. Existing Agreements/Areas of Adoptions:** Committee member Gail Bennett obtained Palmetto sponsor contact info from previous member Ginny Jaquith and will reach out to them about their individual sites and remind them about maintenance. Chairperson Moses recommended quarterly email reminders.
- C. Grace McCarthy Overlook:** Public Works cleared out a large number of overgrown thistles at the site. The Rotary Club is looking to purchase new plants for the site soon.
- D. Mayor's Beautification Awards:** Committee member Ryann Hoffman volunteered to meet with Dave and Patty on the Beautification Award Subcommittee to discuss details and scheduling of the nominations and awards. More information will be available once the three members are able to discuss.

#### **STAFF COMMUNICATIONS:**

- No items.

#### **NEW BUSINESS/ITEMS FOR NEXT MEETING AGENDA:**

- Committee member Dan Wells brought up the missing plaques on the beach benches and what should be done about replacing them.

**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, Chairperson Moses closed the meeting at 7:46 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, August 5, 2020 at 6:30 p.m. and is subject to change.