



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

**Wednesday, September 2, 2020
Virtual Meeting via Zoom**

CALL TO ORDER: 6:32 P.M. by Chairperson Melinda Moses

ROLL CALL:

Members Present: Gail Bennett, Patty Hontalas, Linda Jonas, David Martinez, Melinda Moses, and Dan Wells

City Council Liaison: Sue Beckmeyer

Staff Members: Aren Clark, Lawrence Henriquez, and Michelle Trayer from Public Works

APPROVAL OF AGENDA: Approved.

APPROVAL OF August 5, 2020 Minutes: Approved.

PUBLIC COMMENT: No public comment.

DISCUSSION ITEMS:

A. Update of Eagle Scout Project at Community Center- Presentation by Dylan Macias:

Eagle Scout Dylan Macias shared a Power-Point presentation of the construction and completion of the Crespi Community Center planter box project. The old roots and plants were removed in order for the team to get to the wood. Two wood anchors were built into the wall to support the box, and new dirt, plants, and mulch were installed as well. Public Works crews will water the area once a week, and some people from the Community Center will also assist in this task. Patty wanted to make sure a watering schedule is put into place so the area does not become overwatered. Dylan said he has a moisture meter to ensure this will not occur, which was confirmed by his mother Erin Macias, who was present during the presentation. Dylan will also meet with those at the Community Center who are watering and work out a schedule. The committee was pleased with the overall project and thanked Dylan for his efforts.

B. Update on Palmetto Ave. Sponsor letter, work dates, and plant replacement:

Gail and Ryann assessed Palmetto Ave a month ago. Gail asked Aren how much notice he needs to be given to order plants for a future planting date. Aren said he would like to be given a week's notice. An exact planting date has yet to be confirmed, but Gail said it would most likely be in late October. Gail asked where shovels and other tools have been obtained in the past, and it was mentioned that Public Works has provided those. Melinda asked Gail how the bump-outs looked. Gail noted the area next to Recology is entirely empty except for some reeds, otherwise everything else seems to be growing. Gail also mentioned that the random plants that appeared at one of the sites were no longer

present. Dave wanted to know if there was still a drainage issue at the Recology site. Aren stated the issue should be fixed because of the installation of a French-drain behind the wall, however, until it rains, staff will not know for certain if the issue has been completely resolved. Gail asked the committee if there was a map of the number of plants at each site and shared that sixty Lavender plants and eighteen Euonymus need to be replaced at one of them. Dave said there is a plan that shows the plant count. Linda wanted to know if Public Works can help out with spreading some mulch at one of the large boxes at the south end of Palmetto. Gail will also need some for the October planting date. Potential tree or shrub planting at Rotary's site was also discussed.

C. Update on Mayor's Beautification Awards:

Patty wanted to know from Councilmember Beckmeyer if it would be allowable for the subcommittee to ask a community business to donate a gift card as a grand prize. Dave said they thought about doing the awards quarterly with four winners, so at the end of the year there would be twelve winners to present to City Council. He went on to say one of those twelve winners could receive a grand prize at the Council presentation. Councilmember Beckmeyer will find out if soliciting a donation from a business is acceptable. Patty will collect questions for Sue to take to City staff, and Sue will join the subcommittee at one of their future meetings. Patty discussed expanding the subcommittee, enlisting the help of the rest of the BAC for nominee selection, and promoting the awards on social media. The subcommittee will continue to revise the overall award and application process to eventually take to Council.

D. Budget Proposal/Work Plan, Vests, and Adopt-A-Spot sign funding:

Melinda asked the committee if they had comments on the initial designs of the BAC safety vest and Adopt-A-Spot sign. Patty suggested the committee advertise the Adopt-A-Sign program on all social media platforms monthly. The committee agreed this was a better option than purchasing physical signs that have been damaged or stolen in the past.

Linda noted the Public Works Department recently performed weed maintenance at the Grace McCarthy location. Additionally, the Rotary Club was donated some plants that they would like to plant there later this month. Linda will confirm the plants donated are on the BAC approved plant plan prior to installation.

The committee discussed if it was appropriate to go forward with a Council budget proposal at this time, if at all. Dan suggested if the members wanted the safety vests, they could purchase their own. Dave said most of the funds have always come from Public works and the site adoptees. Sue agreed funds are absorbed by Public Works for items like plants and watering systems, but for unique items such as vests, the BAC should present a proposal and cost to the department. Dave and Sue agreed that the sponsors are to pay for plant replacement, per their signed agreement with the BAC. Melinda wants the sponsor agreement reviewed to make sure this language is present.

E. Memorial Trees- alternative to benches:

Melinda brought up memorial trees as an alternative to memorial benches. Aren brought up the lack of planting locations as well as memorial plaque vandalism issues, which has been an ongoing problem for the Public Works staff. The committee discussed their goals and objectives and whether or not memorial tributes were a part of that. Melinda explained the topic was just an idea as part of the committee's work plan, and asked the members to keep it in mind.

STAFF COMMUNICATIONS:

Aren asked if the garden at the Rockaway entrance was done with or without water. Dave said there are sprinklers present, but because the area has been established, it has not needed water. Public Works has been receiving complaints about the dry island at the bottom of Fassler Ave. that once had ice plants, so Aren suggested the BAC acquire groups of volunteers to beautify larger spaces such as these. There are many areas owned and neglected by CALTRANS that need major attention, and Aren thought the BAC might consider looking into these zones in addition to the smaller spots up for adoption around the city.

Councilmember Beckmeyer asked Aren and Lawrence for suggestions on the potentially adopted spaces at Cabrillo School, where the City's crosswalk project was recently completed. It was brought to her attention of some challenges with one of the bio swales that is potentially resulting from a water leak. There is a wet area on the north side of the street that has green vegetation growing from it. Lawrence said staff would perform a field check of the issue and report back. Councilmember Beckmeyer noted she will relay this information to the City Manager.

Lawrence updated the committee on the abbreviated plan approved by City Council last month for the Beach Boulevard Plaza Project. Initially there was going to be elaborate hardscaping done on the concrete plaza, but because of a future seawall construction project, the scope of work has changed. There is a chance that the height of the seawall will be elevated higher than the existing one, which would also raise the adjacent promenade sidewalk at a higher elevation. This would cause the plaza area to also be elevated, so the City did not want to hardscape the area only to have it demolished by the future construction. The plan now would be to install simple artwork elements and plants to the design.

NEW BUSINESS/ITEMS FOR NEXT MEETING AGENDA:

No new business or items for next meeting agenda.

Dan wanted to point out that while he was watering at the Community Center, a member of the public pointed out the parking machine was not giving out receipts and found there was no number to call if there were any issues on the machine. Aren said machine issues are to be reported to Public Works.

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 8:10 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, October 7, 2020 at 6:30 p.m. and is subject to change.