



**Minutes  
Parks, Beaches and Recreation Commission  
City of Pacifica**

**REGULAR MEETING – 7 PM**

Wednesday, November 17, 2021

VIA Zoom Link: <https://zoom.us/j/95832189618>

**CALL TO ORDER:**

**Chair Abbott:** called the meeting to order at 7:02 pm.

Recreation Specialist Rebecca Collier read the COVID notice and Zoom criteria.

**I PLEDGE OF ALLEGIANCE:**

**Commissioner Kellogg:** led the Pledge of Allegiance.

**II ROLL CALL:**

**Commissioners Present:** Chair Abbott, Commissioners: Heywood, Kellogg, Knowles, Lusson, Marchetti and Nicolari

Commissioners Absent:

Commissioners Excused: Commissioner Benton Shoemaker

**Staff Present:** Director Michael Perez, Acting Supervisor Beth Phipps, and Recreation Specialist Rebecca Collier

**III APPROVAL OF MINUTES:**

**Chair Abbott** called for a motion to approve the minutes. **A motion was made by Commissioner Kellogg, seconded by Commissioner Marchetti, motion carried 6-0.**

**IV ADOPTION OF THE AGENDA:**

**Chair Abbott** asked for approve the agenda of the 10/27/2021 meeting by a show of hands **Approval carried 6-0.**

**V INTRODUCTION OF NEW COMMISSIONER:**

**A. Director Perez** introduced new Commissioner Carl Nicolari.

**Commissioner Nicolari:** thanked, Director Perez for the introduction and tour of the Community Center. He is honored and grateful for the appointment to the PB&R Commission. He served on the San Bruno Bicycle and Pedestrian Committee and understands the importance of the roles that commissions play in city government. He has been involved in community projects in the past and looks forward to serving for the next several years.

**Chair Abbott:** asked, how long Commissioner Nicolari has lived in Pacifica.

**Commissioner Nicolari:** responded, he grew up in the area and recently moved to the City of Pacifica.

**Chair Abbott:** asked commissioners to introduce themselves to Commission Nicolari.

**Commissioner Marchetti:** Welcomed Commissioner Nicolari and shared he lived in Pacifica for over 35 years and grew-up in the area.

**Commissioner Heywood:** Invited Commission Nicolari to meet in person over coffee.

**Commissioner Kellogg:** shared he's lived in Pacifica over 10 years and grew-up in the Sacramento area. Became a commissioner to be involved in the community. He's involved in the Bike Park Committee and Surf Camp Committee as a commissioner.

**Commissioner Lusson:** Welcomed, Commissioner Nicolari. His family moved to Pacifica over 3 years ago. Reason he became a commissioner, wanted to be involved in the community more. He worked in sports and youth sports and working on the commission gives him another viewpoint.

**Chair Abbott:** She has lived in Pacifica for 25 years and on the Commission for 11 years. She loves the variety of programs and services the Commission is involved with that supports the local community.

**VI SPECIAL PRESENTATION:**

**None**

**VII ORAL COMMUNICATION:**

**None**

**VIII ITEMS FOR CONSENT:**

**None**

**VIII ITEMS FOR CONSIDERATION:**

**A. 2021-2022 Commission Work Plan Discussion**

**Director Perez** recapped 2021 PB&R work plan topics and commented on the importance of the work plan as part of the City Council evaluation.

- Surf Camp and School Policy - staff is working on permit application for the California Coastal Commission.
- Liaison Assignments - updated annually several of the groups have not had regular meetings since the start of COVID-19. Staff requested Commissioners review their interests for discussion and assignment for further discussion at the December meeting.
- Poet Laureate - Became the responsibility of PB&R Commission in 2013. Current Poet Laureate agreed to extend her term, no qualifying applicants have emerged. This item will continue. Both Commissioner Benton Shoemaker and Chair Abbott have worked with Acting Supervisor Beth on this.
- Bike Park- Flash Vote went out on November 16<sup>th</sup> with questions related to the possibility of a bicycle park being built in lower Frontierland. PBPC looking at applying for grants to help with build of new bike and will present survey results and preferred location to City Council early in 2022 for approval.
- Tree Appeals – Commission looked for help with information, clarification, and background to assist in decisions in preparation and to increase knowledge. There was a Heritage Tree Ordinance joint study session between Planning Commission, PB&R Commission, and the Beautification Advisory Committee in September 2021. During

the session there was a presentation and discussion with City staff, and heritage tree consultants from Davey Resources Group Inc. The process is continuing with November 16, 2021 Heritage Tree Ordinance update virtual community meeting.

- Playground Improvement Program-part of the City's Capital Improvement Program for the past several years. Staff made a few updates and presentations to the Commission. PB&R staff will work with Public Works staff to update information on 2021/2022 program progress.
- Beach Safety- Several discussions over the past few years. Prior to COVID-19 staff engaged with the president of the Pedro Point Surf Club to discuss ways to address safety. Suggestions included education, signage, workshops/classes, and safety videos. Recently, information about a buoy program has been shared.

**Chair Abbott:** Thanked Director Perez asked Commissioners for input on items to be added or removed for 2022 work plan.

**Commissioner Nicolari:** Asked, about the Heritage Tree ordinance due to taking a local survey and one of the results stated only three percent of those surveyed agreed that the trees in the City are adequately managed. Interested in if the Commission has the authority to review and could be an opportunity for the Commission.

**Chair Abbott:** Answered, anticipate that conversations around trees will continue in 2022. Public works is the lead and Planning and Parks, Beaches and Recreation Commission, Beautification Advisory Committee and public all involved. In early spring City Council will be reviewing.

**Commissioner Nicolari:** Asked if in the future discussion protection of marine life and sensitive environment in the area could be addressed if it falls under the Parks, Beaches and Recreation Commission.

**Commissioner Lusson:** Commented, development of general plan/vision for future recreation facilities. Knowing that funds are limited, looking at ways to find funding for the new facilities.

**Commissioner Kellogg:** Asked to add update on Surf Camps to ensure the Surf Camp Task group recommendations are being implemented and progression of the program. Bike Park should be a main priority for the commission in 2022.

**Commissioner Heywood:** Agreed with Commissioner Kellogg on Bike Park. Asked for Skatepark improvements to be added to 2022 Work Plan.

**Commissioner Marchetti:** Added Bike Park as a main priority for 2022.

**Chair Abbott:** Commented that Surf Camp/School Policy is important to stay on list and revisit often throughout 2022. Beach safety looking at ways to implement new resources. Taking field trips as Commission to visit parks. Explore the feasibility of an all-abilities park in Pacifica. Looks like several items will stay on the list and a few will be added to the work plan for 2022.

**Director Perez:** Staff will update work plan with Commissioners' previous comments and suggestions.

**X REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:**

**Commissioner Kellogg:** Attended Bike Park meeting and completed Flash

Vote survey. Asked about a bike park state grant due in February and if the City qualifies, he wants to pursue aggressively. Mentioned that Coordinator Schriver might have more information.

**Chair Abbott:** gave brief updates on the following:

- Attended Economic Development Committee (EDC) meeting, large group of members were new to the committee and they brainstormed different thoughts for their vision. Several of their ideas involved creating new events or bringing in events at the beaches and parks. She suggested to the EDC that in 2022, a joint study session for potential future events EDC may want to bring to the beaches/parks to ensure that PB&R Commission is involved/aware of events. Expressed concern over the overcrowding and safety on the beaches to the EDC.
- She attended the Arbor Day event at the Fairmont Park with Pacifica Garden Club, Tree City, Fairmont Neighbors Association and Beautification Advisory Committee. Planting trees at parks and homes in the Fairmont Park area.
- Suggested, Commission take a field trip out to the local parks.
- Took Bike Park Flash Vote survey and shared on social media.
- Attended the Public Works public meeting on Tree Ordinance, meeting had minimal attendance.
- Shared bike pump track cost and map information from other local communities with Coordinator Schriver and hoped information was dispersed to the liaisons for Bike Park Committee and other staff.
- Free and Open Senior Housing Meeting Thursday, November 18<sup>th</sup> @ 2:00-3:30pm at Senior Center. Help seniors understand the process to access assistants for housing.
- Sanchez Art Center and Pacifica Art Guild will be hosting a Winter Art Fair and open studio on Friday, December 10<sup>th</sup> and Saturday, December 11<sup>th</sup>.

## **XI REPORTS FROM STAFF**

**Director Perez:** gave brief updates on the following:

- Surf Camp/School Policy Advisory Task Force recommendations next step will be to present to City Council soon. Staff is working on Coastal Development Permit application for submission to the California Coastal Commission.
- Bike Park flash vote went out November 16, 2021. Results will be coming soon and given to staff and Bike Park Committee to review.
- Telescopes placement at the beaches will require a Coastal Development Permit from the Coastal Commission. A potential project at the pier could have the opportunity to add the installation of telescopes to that project.
- Bike Park grant information was shared, staff is evaluating the City's eligibility and criteria. This will be tough grant to obtain from the state due to competition with other cities with a lower medium incomes and access to open space located around the City of Pacifica. To have a viable grant proposal by February 2022 will be a difficult task.
- Inclusive playgrounds are very expensive and require a large footprint. Local area inclusive playground become more regional parks. May look at a scaled down version for the future.

- Staff updates - announced Child Care Services promotions of Teresa Gutierrez and Christine Galicia to Lead Teacher II went into effect on November 8, 2021. Final stages of on-boarding new Transportation Specialist and formal announcement should happen by the end of November. Recreation Coordinator Sydney Bliss and Community Services Coordinator Stephine Coy will be leaving PB&R in the coming weeks and recruitment to fill these positions will be start soon. Recruitment of Recreation Manager position will begin later in November and hopes to have position filled by January 2022.
- State Parks Operating Agreements for Pacifica State Beach between the State of California and the City of Pacifica was passed by City Council. Twenty-five-year agreement expired in 2016 and had been in a month-to-month lease since then.
- Skate Park Monument - staff was approached early 2021 by skater Erik Jalovara's family of possible donation of memorial monument and a fund for maintenance of the Pacifica Skatepark in remembrance of Erik's vision of a safe and fun place to skate. Possible to have that agreement at the next City Council meeting on Dec.13<sup>th</sup>.
- Special Event - Smaller Elf Market on December 4<sup>th</sup> 10:00-4:00pm, Santa Parade around the City on December 5<sup>th</sup>. Chamber of Commerce will be hosting Virtual Tree Lighting streaming on Channel 26 - PCTV.

**Chair Abbott:** Asked for clarification on the Transportation Coordinator.

**Director Perez:** Answered that the Transportation Specialists will be a driver 65%-70%, the other percentage will be split between the Connect-A-Ride program and Senior Services programs. The previous position was part-time but was needed more than part-time. Twenty-five percent of the position is being paid by the Niukkanan Trust as part of the Connect -A- Ride (CaR) Program.

**Chair Abbott:** Asked if the Recreation Managers position been opened.

**Director Perez:** Replied not yet but will open by end of November.

**Chair Abbott:** Questioned, will both open coordinator position report to the Recreation Manager and will we hire the coordinators before the manager.

**Director Perez:** Responded, looking at different structure. The new Recreation Manager position will be higher level and act as Deputy Recreation Director.

**Chair Abbott:** Questioned, if State and City operating agreement is retro-active to 2016 or starts at the current time.

**Director Perez:** Answered, it will start current year. The agreement was updated with current language.

**Chair Abbott:** Asked if other commissioners had questions for Director Perez.

## **XII ADJOURNMENT:**

**Chair Abbott:** Asked for motion to Adjourn. Motion was made by **Commissioner Lusson, seconded by Commissioner Nicolari, Motion Carried 6-0.**

**Next Regular Meeting:** 12/15/2021

Respectfully submitted by,  
Rebecca Collier, Recreation Specialist  
Parks, Beaches, and Recreation

X \_\_\_\_\_  
Chair Cindy Abbot



