



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

**Wednesday, September 1, 2021  
6:30 p.m.  
Virtual Meeting via Zoom**

**CALL TO ORDER:** 6:40 P.M. by Vice Chair Ryann Hoffman

**ROLL CALL:**

**Members Present:** Gail Bennett, Julie Gossage, Ryann Hoffman, Patty Hontalas, Linda Jonas, 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 JULY 28, 2021 SPECIAL MEETING MINUTES:** Approved.

**PUBLIC COMMENT:** Resident Jen Carrillo had questions regarding the planting plan for the Cabrillo School bioswales. Mayor Beckmeyer stated this topic would be covered under Discussion Item D: Planting Site updates, and invited Ms. Carrillo to stay for this portion to state her questions and provide comments.

**DISCUSSION ITEMS:**

**A. Welcome New BAC Member Julie Gossage: BAC membership:**

Vice Chair Hoffman extended a welcome to BAC's newest member Julie Gossage. Committee member Gossage moved to Pacifica about 3 years ago, and shared she has degree in Landscape Architecture from Texas A&M. Committee member Gossage is currently employed with Sera Design and is excited to bring her knowledge of landscape and art to the forefront. The BAC membership and City staff took turns welcoming and introducing themselves to Committee member Gossage.

**B. Tree City Pacifica Presentation by Paul Totah:**

Paul Totah of Tree City Pacifica took the BAC through a PowerPoint presentation of Tree City USA, Tree City Pacifica, and past and future Arbor Day events. This year's Arbor Day will be held on November 13, 2021. For this year's event, Tree City Pacifica is coordinating the planting of forty trees. Mr. Totah explained ten of those trees would be planted in Fairmont Park, twenty will be in the neighborhood primarily on Parkview Circle, and the remaining ten will be given to primary and middle schools of the Pacifica School District. Tree City Pacifica will be asking homeowners to sign a watering agreement, and to help with that effort, the City will be providing green bags which will only have to be filled twice a month. After the presentation, Committee member Hontalas asked about the sprinkler system at the park and if green bags would be provided as well. Mr. Totah said this will be determined by the group's landscape architect and the City and will depend on where the sprinklers are and if they will be enough to water the trees. If it is determined the sprinklers will not be sufficient, Mr. Totah said

the green bags will be put in place. Committee member Hontalas also wanted to know if Public Works would be doing the planting at the park. Mr. Totah replied the planting would be done by the City and volunteers. Mayor Beckmeyer asked for clarification of the tree planting event being held for the school district. Mr. Totah shared each school will decide on its own how they will plant the trees, create curriculum around the trees, and celebrate them. Mayor Beckmeyer asked who is coordinating the hole-digging for the schools. Mr. Totah said The City will be heading those efforts since heavy equipment would need to be used. Vice Chair Hoffman wanted to know how Fairmont Park was selected. Mr. Totah said the first Arbor Day was in Vallemar, the second was at the Sanchez Library and Art Center, so the group wanted to have geographic diversity, so a northern area was chosen this year. Mayor Beckmeyer asked if there was any opportunity to collaborate with the Fairmont Homeowners Association. Mr. Totah stated there is opportunity, and noted his group had a great meeting with the association. Committee member Hontalas also asked why fruit trees are never considered to be planted. Mr. Totah stated this can be looked at in the future, but the goal is to plant trees that will do well in the area's climate and would not interfere with overhead power lines in front of homes. Committee member Gossage shared her knowledge of native species of trees that could be added to the tree list. Commissioner Benton Shoemaker wanted to acknowledge Committee Member Wells, Betty Wells, and Francis Wright from the Pacifica Garden Club and their assistance with the National Garden Clubs' Plant America Grant. She stated the City is donating around thirty trees a year, and the extra grant funding helped obtain the additional ten trees.

#### **C. Splash of Color Mural update: BAC membership:**

City staff and the BAC membership talked about the need for volunteer liability waivers for future projects. It was discussed that any person assisting with the installation of a mural project needs to have a signed waiver with the Mural Subcommittee before they can start work, and a copy of the waiver should be given to City staff for their records. The membership also discussed the need for signed waivers for anyone assisting the sponsors at their worksites.

#### **D. Planting Sites updates: BAC membership:**

Committee member Bennett said Committee member Hontalas will be working with local realtor Vicki Moore on a potential site in the Rockaway Beach area. The BAC wanted to discuss the plan for the Cabrillo School bioswales. Public Works Director Petersen stated that earlier in the year, Public Works installed the appropriate soil and had it ready for planting. At this time, the BAC was hoping to find a sponsor for the site. Director Petersen said Public Works would be happy to work with whomever adopted the site so the project could move forward. Committee member Jonas asked if Councilmember Vaterlaus was still going to adopt the area in front of Kenny's Café. Mayor Beckmeyer confirmed Councilmember Vaterlaus agreed to take on the small area on the Kenny's Café side of the street. Committee member Wells reminded the group of the plants that showed up in the bioswales without anyone's knowledge and asked to discuss what plants would thrive in the areas. Committee member Gossage stated she was happy to give guidance and create a short list of appropriate plants. She described several native varieties that would do well and offered to supply the adopter with this list. Ms. Carrillo asked if the City was able to contribute funds, or if the project was based purely on a sponsorship. Director Petersen said she would ultimately be looking to the BAC to tell her how they would like to move forward. She added City staff could also look into what funds may be available and also said Public Works could potentially assist with the planting. Director Petersen stated the City is more concerned with ongoing maintenance because it does not have the capacity to do so. Ms. Carrillo said she reached out to the Cabrillo School Principal and offered ideas of who might like to sponsor and maintain some of the sites. Committee member Jonas was concerned about the City funding the project because she felt it should be the responsibility of the adopter, as with other sites around the city. Mayor Beckmeyer said this particular project is unique because it was an add-on to the "Safe Routes to School" project. She brought up the challenge of finding sponsorship due to the size of the areas, and wondered if the sections should be subdivided.

Mayor Beckmeyer shared San Mateo County has a mini grant program with the Office of Sustainability and also asked how the BAC felt about interpretive signage for the bioswales. The signs would educate people on what a bioswale is and how it should be cared for. Committee member Wells asked if Mayor Beckmeyer knew if the City would be installing bioswales elsewhere. Mayor Beckmeyer answered bioswales are included in the Civic Center Renovation plan. Vice Chair Hoffman asked if the BAC needed to take a vote on any of the items discussed, to which Mayor Beckmeyer suggested further research be done first. Director Petersen asked if the BAC would be interested in the City researching funding options, planting costs, and signage. She also asked Committee member Gossage's assistance with the planting portion so they can better determine project costs. Mayor Beckmeyer added the City should also research the San Mateo County Office of Sustainability grant as a possible funding source for the interpretive bioswale signs. Vice Chair Hoffman asked the committee to vote on all of items brought forth to them, and all were in favor of further research. Mayor Beckmeyer thanked Ms. Carrillo for her attendance and asked how she would be able to obtain updates on the project. Director Petersen stated assuming the City is able to get a cost by the next meeting, Ms. Carrillo was welcome to attend and join the conversation.

**E. Palmetto Streetscape: Committee members Gail Bennett and Ryann Hoffman:**

Committee member Bennett said she and Vice Chair Hoffman are looking into October and November dates for clean-up and planting on Palmetto Ave. She also mentioned she received notice from City staff about broken irrigation lines and communicated this to the sponsors. Committee member Hontalas asked how the lines are getting damaged. Committee member Jonas said sometimes tools need to be used to get to the deep roots and this could cause water line damage. Mayor Beckmeyer asked Commissioner Benton Shoemaker the date of this year's Arbor Day. Commissioner Benton Shoemaker stated Arbor Day is always celebrated the second Saturday of November, and this year's date would be November 13. She also shared the schools would most likely be planting the day before, Friday, November 12, but that would be determined by the school district.

**STAFF COMMUNICATIONS:**

**A. General Updates from Public Works:**

Public Works Director Petersen reminded the BAC of the September 28 Joint Study Session which will be about the updating of the City's Heritage Tree Ordinance. The meeting will be held at 6:00 pm., and City staff will send out the meeting link and other details when they become available. Field Services Manager Lavorini thanked Committee member Bennett for passing messages along to the sponsors. He said the drip irrigation is difficult to see and easy to cut. Field Services know to pick up any weeds on their Palmetto route and investigate the situation if they see water leaks.

**NEW BUSINESS:**

- A. Discuss correspondence from Jeffrey Tong, Co-founder of Colinas Costeras Community Wildlife Habitat, related to an adoption of a site at Rockaway Beach.

**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, Vice Chair Hoffman closed the meeting at 8:06 p.m.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, October 6, 2021 at 6:30 p.m. and is subject to change.