

## MINUTES

Beautification Advisory Committee  
Police Department EOC  
2075 Coast Highway  
Pacifica, CA 94044

February 3, 2016

The meeting was called to order at 6:32 PM by Committee Chair Wendy Santiago. Members of the Beautification Advisory Committee (BAC) in attendance were Wendy Santiago, Ginny Jaquith, Alan Ernat, Dave Martinez and Patty Hontalas. Noelle from the Spindrift Theater and landscape architect Amy Lewinski were present as members of the public. Van Ocampo, Aren Clark and Yessika Dominguez from the City of Pacifica Public Works Department were also in attendance.

The minutes of the previous meeting were approved as amended.

### Announcements:

- Ginny Jaquith noted the upcoming ethics training workshop on Monday, February 29<sup>th</sup> at 6:00 p.m.

There were no Public Comments.

### Project Updates:

- Crespi Parking Lot: Dave Martinez confirmed that the drip irrigation system was installed last weekend, however a hose bib is needed at two of the planter boxes so that watering can be done manually. Aren Clark suggested using a wye instead of the hose bib. For the Resource Center's planter box, a design plan is still needed from Sandy Parry and will hopefully be submitted by next month. One planter box still needs to be adopted. The Portola celebration will be taking place in 2017, so the BAC hopes to have all planter boxes completed by then. Wendy Santiago mentioned that the Mother's Club may be interested in adopting a site.
- Rockaway Beach Parking Lot: Per Susan Miller, it is desired for this to be a Master Gardener project, but no group has been specified to work with the Master Gardeners. Terra Nova High School's Gardening Club may have interest.
- Greenhouse Project: No progress.
- Oddstad/Terra Nova Medians: Patty Hontalas examined the depth of the planting boxes and determined that they were not very deep; she suggested planting succulents and grasses at that site.
- Oceana Blvd., Ocean Shore School and Mazzetti's Bakery: Project is in progress; projected budget is \$2,000 with additional funding possibly available. Trees and pots may possibly be decorated by Ocean Shore School students. The Terra Nova High School soccer teams (30-40 students) are willing to volunteer on Saturday, February 6<sup>th</sup> from 9am – 12pm for the digging. Chair Santiago has marked the spots where each of the 12

trees will be planted, and the students will dig the holes 3Lx3Wx1H'. Safety cones will be placed along the perimeter for additional safety. Chair Santiago requested barriers at the Highway 1 concrete railing for additional protection of the volunteers and will coordinate with Public Works. Van Ocampo emphasized the important of the volunteer waivers.

- Spindrift School: Noelle stated that the Beautification Plan and project timeline are still needed to obtain occupancy permit is still needed from the Planning/Building Department. Chair Santiago suggested doing the plan in two phases; she and Dave Martinez will prepare Phase I of the plan and send it to Noelle next week. It was pointed out that the HVAC unit from front of the building needs to be concealed per the Conditions of Approval. Martinez pointed out that the stair case behind the building needs lighting. Santiago suggested getting an estimate from Mike Lewis Concrete for the replacement of the staircase. Bricks for the yellow brick road are starting to get sponsored/adopted. Planting will be done after rainy season. Martinez suggested that a sign could conceal the unsightly standing pipe in front of the building. Aren Clark said he will check with the Building Maintenance Division to make sure that a sign would be feasible. Planting is expected to commence in March or April.
- Highway 1 / Adopt-a-Highway: In response to Sandy Parry's request, Van Ocampo has contacted Caltrans regarding the K-rail fence on Highway 1 at Crespi Drive, and was told that it was placed as a safety device for the pedestrians using the trail and that there is no plan to remove it. Van noted that the BAC can implement a new project to beautify that area, or any desired area along Highway 1 and can then ask for Caltrans' approval to do work there. Since the BAC's Adopt-a-Highway requests have not been responded to, Van will consult with the City Manager to see if a meeting can be scheduled with the Deputy Director of Caltrans.
- Mural sub-committee: Ginny Jaquith sent a memo to the BAC and subcommittee members. Initial meeting for 3/16/16 in the Parks, Beach and Recreation conference room. Jaquith asked if community representatives
- Upkeep of Completed Projects:
  - ✓ Crespi Planter Boxes: Signs needed; Public Works will provide posts and Jaquith with coordinate with John the Sign Guy to get signs.
  - ✓ Linda Mar Medians: Need to be weeded, another work party should be scheduled. Second median was weeded on 2/3/16.
  - ✓ Grace McCarthy Vista Point: No updates at this time.
  - ✓ Marvilla Estates Park: No updates at this time.

#### Continuing Business:

- Review of the BAC Calendar: Add Assistant City Manager's presentation of the City budget. Jaquith's term will be expiring. Annual report to the City Council can be done as early as the first meeting in March, however the desired date is first meeting in April.
- Mayor's Beautification Awards Sub-Committee: First meeting will be held in May. Need to confirm new committeemembers.
- Maintenance Agreements for Site Adoption: Jaquith has sent the agreement to Sharon, awaiting signature from Rotary Club. Chair Santiago will send checklist for BAC review; comments due by next meeting.

New Business:

- Economic Development Committee collaboration
- Mural subcommittee items
- Earth Day reminder to project sponsors to do maintenance on their sites

There were no reports from staff.

Items for Next Meeting:

- City budget presentation by Assistant City Manager Lorenzo Hines.

Good of the Order:

- Pacifica Beach Coalition Earth Day / Eco Fest benefit – film showing at Mildred Owen Concert Hall

The meeting was adjourned at 7:54 PM.

The next meeting of the Beautification Advisory Committee is scheduled for Wednesday, March 2<sup>nd</sup> at 6:30 PM. The meeting will be held in the EOC room located in the Pacifica Police Station at 2075 Coast Highway Pacifica California.