

PPCA General Meeting Minutes - DRAFT

Thurs. July 17, 7-9:00 pm

Meeting Agenda

1) Call to order and roll call

President	Allison West	Present
Vice President	Joanne Gold	Present – Virtual
Treasurer	Gary Emich	Present
Secretary	Cherie Chan	Present
At-Large	Carol Pan	Present
At-Large	Bryan Reiner	Present
At-Large	Sam Casillas	Present
At-Large	Britt Kopping	Absent
At-Large	Breck Hitz	Absent
At-Large	Leo Leon	Present

Call to order at 7:07 pm. Board members above plus Bob Holden (Firehouse Manager) Bob Holden, Kris Geiger, and Lyla Reiner

2) Approval of April meeting minutes

Bryan moved to approve, Sam second, unanimously approved.

3) Firehouse Manager Report – Bob Holden

1. Baby bird chicks had taken residence in the eaves of the Firehouse but have since departed. He thanked everyone for their patience and noted he will clean up.
Rentals continue to be robust.

4) Treasurer's Report: Balance Sheet, Income and Expenses for Q1 2025

- Rental income was up 34.2% (\$15,715 compared to \$11,211 in Quarter 1). Coupled with Fundraiser income from the Moveable Feast dinners and the PPCA Film Series, gross profit was \$19,204 for the Quarter.
- Total expenses were \$15,719 compared to \$76,880 in Quarter 1 (of which \$60,400 was for the re-siding project).
- Freutel Roofing recently completed repairs of the damaged roof (turret) tiles and replaced the gutters and downspout. With this work completed and paid for, PPCA has invoiced San Mateo County for the \$10,000 grant that County Supervisor Ray Mueller was able to secure from Measure K tax dollars.
- Net Income for the period was \$3,608.

Sam made a motion to accept the treasurer's report, Allison seconded.

5) Committee Updates

Events Committee

- Progressive dinner had 35 people, made \$669 for the Firehouse.
- There were 50 people at the Potluck – going to do it again August 10th! Next one will be September 7 or 14.

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- The amp blew out during the June Movie night but we still made \$105.
- August 22nd will be Jaws and October 10th will be Mission Impossible – we can use more people!
- There was strong interest in more public interest events. Bryan, Cherie, and Sam will start a subcommittee to start planning.

Planning update

- As noted in earlier minutes, the Pacifica Land Trust (PLT) in partnership with community groups including PPCA, was authorized a \$120,000 grant in November, 2024 to undertake the [Pacifica Coastal Resilience Opportunity Study](#), to prepare studies and conduct community engagement to identify opportunities for nature-based sea level rise resiliency projects in the City of Pacifica, with the potential goal of conducting additional planning tasks to move one to two of the priority projects towards implementation.
- While efforts were made by the PLT and PPCA to secure the wetlands at Pedro Point (APN 023-014-010, 023-012-010, and 023-011-010) for Conservation and a potential nature based project to protect current homes and city infrastructure, the legacy landowner's preference for higher potential profits above the \$1.85 million appraisal hindered progress after the Coastal Commission approved the zoning change for the property to residential despite all the environmental hazards and biological constraints presented by the PPCA. Despite initial interest from the legacy owners the deal fell through, and the properties were sold for \$2 million to Talab Qarajah.
- Members PPCA emphasized the need for community engagement, legal strategies, ongoing coastal access, and a comprehensive plan to address hydrological the challenges at this site, and the need to focus on visioning alternative uses for the field, such as nature-based solutions, to avoid the negative impacts of potential development on this flood-prone property. It was understood that litigation will be likely.

Short Term Rentals

Bryan presented an update to the PPCA

The Pacifica City Council recently passed a revised ordinance which included the following:

Onsite Requirements for Hosted STRs: The Operator of a Hosted Short-term Rental must be on-Site between the hours of 11:00 p.m. and 6:00 a.m. when the site is rented

Accessory Dwelling Units (ADUs)

- Primary residence shall not include an accessory dwelling unit or a Junior accessory dwelling unit.
- Nor can the operator of a Hosted STR reside in an accessory dwelling unit or junior accessory dwelling unit on the site and operate the hosted STR in the primary residence on the Site

Requirement to Respond: A local contact person meeting meet all of the following requirements:

1. be available 24 hours per day and seven days a week
2. Respond in person and on-site within 30 minutes to any complaint
3. Take action necessary to resolve any violation

Proof of Primary Residency: The applicant must provide at least three forms of documentation, one of which must be a state or federally issued ID.

Parking Requirements: All STRs (coastal and non-coastal) must provide at least one off-street parking space per bedroom

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Right of Private Action

Any individual who resides or owns property within 300 feet of the subject Short-term Rental may invoke violations of this article as a basis for a private action for injunctive relief to prevent or remedy a public nuisance violation.

When the ordinance goes into effect

1. The Council will formally approve the ordinance as an item on the consent agenda, which will likely be in the next City Council meeting on August 11th.
2. Following the official approval, the new ordinance goes into effect for all new STR applications, but does not apply to existing STRs.
3. The ordinance will apply to all existing STRs in the non-coastal zone after October 31st, when their existing permits expire.
4. The ordinance must pass approval in the Coastal Commission before it can be applied to STRs within the coastal zone. Stay tuned for updates on when the ordinance is scheduled for review by the Coastal Commission.

6) Firehouse Maintenance Report (10 minutes and 5 for questions)

Danny provided a written report:

- “Trash bins cabinets have been painted to match the colors of the new siding. I’m getting lots of compliments on that task. Replacement of the asphalt shingles on the front of the building is completed. The flat part of the roof needs replacing at a cost estimate of \$25,000. The painting for the front of the building is in good condition, the lens needs replacing at a cost of about \$230 and its frame needs minor repairs and painting before it can be reinstalled.”

Carol noted interest from the Events Committee about better utilizing the space under the bar, including a dedicated space for beverages. The board requested more information before proceeding.

7) Firehouse fundraising strategy and efforts

- The group unanimously agreed that we will need to continue fundraising, though the increase in rentals has been heartening.

8) Other Board Matters

a) Newsletter and Website

Anne Hitz, who managed the PPCA Website (and often the Newsletter) for several years, will be retiring and moving to San Francisco in the near-future. She requested that more people be trained in website maintenance. Carol stepped up.

b) Funding Event Signage- Bryan and Neil will look into the expense of updating the signage.

c) Discussion about those interested in EC and Board positions for 2026 – Open Board elections

9) Adjournment 8:35