

THE FRANK LLOYD WRIGHT CIVIC CENTER CONSERVANCY
Marin County Administrator's Office, Room 325
3501 Civic Center Drive, San Rafael, CA 94903

SPECIAL MEETING of September 24, 2014

DRAFT MINUTES

Marin Center Exhibit Hall, Manzanita Room
10 Avenue of the Flags
San Rafael, California

Members Present: Joan Brown; Lynn Downey; Sandra Fawn; Annette Rose; Supervisor Kathrin Sears; Mark Schatz

Others: David Speer, Janis West, Jeff Wong, County Administrator's Office (CAO); Pat Echols, Patrick Zuroske, David Vaughan, Bill Campagna, Laney Morgado, Department of Public Works (DPW); Raquel Pasion, DCSS; Richard Keding

1. **CALL TO ORDER:** Mark Schatz, Chair, called the meeting to order at 10:00 A.M.
2. **APPROVAL OF MINUTES FROM AUGUST 27, 2014 REGULAR MEETING:** There were two corrections to the minutes under item#3: the acronym CDSS should read DCSS (Department of Child Support Services); and payments approximated \$80,000 rather than \$800,000. Kate Sears made a motion and Sandra Fawn seconded the motion to approve the minutes as corrected.
3. **CASH/CREDIT KIOSK PROPOSAL UPDATE:** David Vaughan presented a photo of the Civic Center's middle arch (Courts entrance) for installation of a cash/credit kiosk adjacent to the newspaper rack after exploring several other possibilities. It is a convenient and accessible location for the public, it is in a covered area and it will be feasible to install there with power and data available. Mr. Vaughan reiterated Keith Pepper's reassurance that the County will not be liable for vandalism of the machine. Raquel Pasion said they installed one recently for the County of Napa and it is working well. Members expressed concern regarding the glare aspect and would prefer a more complementary color. Joan Brown made a motion and Kate Sears seconded the motion to approve the kiosk in the proposed location, with beige being the preferable color if available.
4. **COUNTY COUNSEL ENTRANCE SECURITY ENHANCEMENTS:** Jeff Wong presented a proposed security upgrade option for County Counsel's front lobby area. The proposed enhancements will include:
 - Relocated existing double doors with new ribbed glass to County Counsel's entrance to separate lobby and main space
 - New storefront glass to be installed above existing counter to a height of 8 feet, 5 inches.
 - New drop box (rectangular) will allow for documents pass-through
 - Storefront metal materials around the corners will be similar to other Civic Center areas using gold color

Conservancy members raised concerns in the following areas:

- The double doors should not be ribbed glass but clear glass in keeping with Frank Lloyd Wright's design of open democracy; public should be able to see in
- Consider the height of the storefront glass opening to be large enough to allow large volumes of legal documents to pass through
- Ensure the counter area meets ADA requirements

Jeff will consult with County Counsel regarding the Conservancy's suggestions and will return to discuss further at a future meeting. Jeff will also give a tour of the affected County Counsel area during the next meeting where this item is agendaized.

5. MEMBER ITEMS FOR UPDATES AND FUTURE AGENDAS:

A. Joan Brown attended the Marin Symphony waterfront pops concert recently and noted the spire could be seen behind the symphony and would have been a beautiful back drop if lit when dark. Ms. Brown recommended lighting the spire for such events, providing it is not too expensive to do so. Annette Rose said she will bring this recommendation to the Cultural Services Commission.

6. OPEN TIME FOR PUBLIC ITEMS NOT ON THE AGENDA: None.

7. ADJOURNMENT: The meeting was adjourned at 10:30 a.m. to meet with the Cultural Services Commission for a joint meeting scheduled for 10:30.