



**SANTA VENETIA COMMUNITY PLAN ADVISORY COMMITTEE
Summary Minutes**

Tuesday, June 3, 2014
7:00-9:00 pm
Marin County Civic Center, Room 315
3501 Civic Center Drive
San Rafael, CA 94903

Members Present

Giselle Block
Jane Brand
Mary Hanley
Roger Heller
Bonnie Monte
Gary Robards
Oscar Segura

Staff

Christine Gimmler, Senior Planner
Lauren Armstrong, Planner

1. Summary Minutes

The Advisory Committee accepted the summary minutes from April 29, 2014.

2. Discussion of Community Meeting #2

Agenda, Format and Materials

The second Santa Venetia Community Plan Community Workshop is scheduled for June 9, 2014 from 7:00 to 9:00 pm at the Jewish Community Center. Committee members reviewed a draft agenda for the meeting, discussed the proposed format, and provided comments on the handouts. Regarding the agenda and meeting format, the committee supported the idea of using an “open house” format after the initial staff presentation, but suggested eliminating the “report back” so that attendees were free to leave after they had circulated to topic tables of interest to them. Instead of reporting back, a summary of the meeting results could be posted online for those interested in reviewing feedback from other participants. Staff agreed to revise the agenda accordingly.

During the “open house” portion of the meeting, County staff with the assistance of Advisory Committee members would staff five stations devoted to the following topics:

- Community Character and Development
- Parks, Open Space and Natural Resources
- Bicycle and Pedestrian Circulation
- Traffic and Circulation
- Flood Control

The “topic tables” are intended to provide information, answer questions, and obtain feedback on various suggestions or ideas related to each topic. In conjunction with the topic tables, staff presented a draft “Survey on Issues and Ideas” designed to record more detailed feedback from participants. Suggestions on the survey from Committee members included adding questions related to natural resource protection and climate change as well as clarifying the wording of several of the ideas included in the survey. Staff also distributed a supplementary questionnaire regarding potential threats to Santa Venetia’s natural resources that could be used at the natural resource table to poll residents about their primary concerns. Finally, staff noted that the handout prepared for the first community meeting last year entitled “About the Santa Venetia Community Plan” would also be provided for audience members who were new to the community plan process.

Topic Table Assignments

To assist staff, committee members agreed to staff the tables as follows:

Community Character and Development – Bonnie and Jane

Parks and Natural Resources – Giselle

Traffic Circulation – Gary

Bike and Pedestrian Circulation – Russ and Roger

Staff noted that other advisory committee members could also assist with staffing the sign-in table and welcoming residents as they arrived.

Final Outreach

In addition to the postcards mailed to each household in Santa Venetia, staff confirmed that bi-lingual flyers regarding the community meeting had been delivered to Venetia Valley School to be sent home with all 700+ students. To assist with other final outreach efforts, committee members offered to send out “reminders” to the various email groups maintained by the Santa Venetia Neighborhood Association such as their e-group and via Big Tent. Gary Robards offered to contact Russ Greenfield about posting a flyer on the Santa Venetia Market bulletin board and putting up the SVNA sandwich boards on the day of the meeting with information about the workshop as an additional reminder.

3. Next Meeting

The next committee meeting will be held Tuesday, July 8, 2014. The committee will recess in August while staff continues work on the Draft Community Plan.

4. Adjournment

The meeting was adjourned at 8:30 pm.