



MINUTES OF THE MEETING OF THE GENERAL PLAN ADVISORY COMMITTEE

POLICE DEPARTMENT MURAL ROOM

MONDAY

JUNE 4, 2007

7:00 P.M.

CALL TO ORDER: The meeting was called to order by Chairman Stopper at 7:00 p.m.

PRESENT: GPAC Members Batinich, Bennett, Buck, Bushala, Durette, Fitzgerald, Griffin, Haley, Harrell, Heusser, Jaramillo, Richmond, and Stopper

Committee Member Dudley had resigned.

ABSENT: GPAC Members Lambros

STAFF PRESENT: Acting Chief Planner Eastman, Senior Planner St. Paul, Secretary Pasillas

CONSULTANTS PRESENT: RBF Principal Community Planner David Barquist and RBF Community Planner Suzanne Rynne

FLAG SALUTE: Chairman Stopper

MINUTES: Approval of the Minutes of the April 23, 2007 meeting was continued.

PUBLIC COMMENTS

There was no one from the public that wished to speak at this time.

DISCUSSION ITEMS

Information and Communication Process - Discussion regarding the process of distributing General Plan information to the GPAC members.

Senior Planner St. Paul explained that there had been concerns expressed by some of the Committee Members regarding their notification of upcoming events having to do with the General Plan update. He explained that in the future members of the Committee would receive the email notifications of upcoming events that went out to the people on the General Plan interest list. He also stated that there was a calendar of events available on the City's website, and also the various PowerPoint presentations were available.

Chairman Stopper asked if a list of the Committee's contact information was available, and Suzanne Rynne from RBF distributed the list. Acting Chief Planner Eastman explained to the Committee that care needed to be taken when using the information on the list to avoid any Brown Act violations.

Committee Member Haley asked if the Committee would be updated on the outcomes of the outreach programs, and Senior Planner St. Paul responded that staff could provide an update if the Committee desired. Acting Chief Planner Eastman explained that the intent was to come back to the Committee with a presentation at the conclusion of the community input process, but staff would continue to update the Committee and Community Meeting presentations would also be available on the City's website.

Committee Member Haley asked if the Committee Members would need to attend the various outreach programs, and Acting Chief Planner Eastman responded that it was encouraged, but not required. The Outreach Programs were intended to be informational for the public.

Senior Planner St. Paul explained that the workshops and outreach programs were just beginning, and most likely the workshops would be completed by the time the Committee met again. The information gathered would be prepared in a draft report and issued to the Members before the next meeting, and at the next meeting the Committee would begin their review.

Senior Planner St. Paul explained the function of the GPAC was to review the issues and concerns that came up at the workshops, discuss those concerns in relation to the General Plan Update, and make recommendations to the City Council. The Committee was not at that point yet, but was getting to know one other and understand the process.

Chairman Stopper asked how often the website was updated, and Acting Chief Planner Eastman explained that it was done as quickly as possible, but there were a number of factors were involved, such as staff workload and project deadlines.

Commissioner Member Harrell believed that at the educational series meeting it had been stated that the Committee would meet each month, but so far they were only meeting every other month. Senior Planner St. Paul explained that the GPAC was budgeted for seven to nine meetings total, and it was not possible to meet on a regular basis. Acting Chief Planner Eastman explained that the intent of the GPAC was to be an advisor. Staff would present the information they had acquired to the GPAC. The consultant, RBF, would work within the budget set to prepare the information, and the GPAC work will focus on their advisory duty. The role of the GPAC was not to create the General Plan.

Chairman Stopper did not feel the Committee should be budget driven, and Acting Chief Planner Eastman explained that the City Council had directed staff to move forward on time and on budget. To have additional GPAC meetings at this point, prior to the information being collected, would move away from the GPAC's advisory roll. At this point staff was focused on getting the community involved in the process and acquiring information. Committee Member Jaramillo believed that the Committee Members had been appointed by the City Council and it would be in the best interest of the Committee Members to speak with their Council Members and let them know that the GPAC did not want to be budget driven. Committee Member Griffin explained that the GPAC duty was not to do the outreach and collect the information, but to take what staff brought them regarding the public input and give output on that. If the Committee felt more meetings were need then they should speak with the Council about the importance of the budget and not shortchange the project.

Community Outreach Program - Status of Community Outreach Program.

David Barquist from RBF gave a brief PowerPoint presentation on the Community Outreach Program and discussed the schedule.

Committee Member Jaramillo believed that the various youth sports leagues within the City should be contacted. Mr. Barquist explained that they had contacted the YMCA, summer youth programs, schools, and the Boys & Girls Club. Committee Member Jaramillo thought that the key people in the sports leagues should be notified of the outreach programs.

Committee Member Haley asked if the Visioning Charrettes would be the same program but in different areas. Mr. Barquist responded affirmatively and explained that the City had been divided into quadrants and the same program would be presented in each area.

Committee Member Buck suggested the youth group at the library would be a good source of input and Mr. Barquist responded that they had been contacted. Committee Member Buck asked what the definition of "youth" was, and Mr. Barquist responded high school and under.

Mr. Barquist continued the presentation and explained all the various outreach programs that would take place over summer 2007. Senior Planner St. Paul explained that flyers would be distributed to various bike shops for the June 18 meeting, and flyers for all of the outreach programs were placed at the library, posted on the website, and put on the cable channel.

Committee Member Buck suggested that the Hispanic bike riding population was underrepresented as they rode as a means of transportation rather than recreation. Senior Planner St. Paul explained that flyers announcing the Bicycle Element workshops were being distributed in both English and Spanish to markets, shopping centers, and laundromats.

Senior Planner St. Paul explained that the meetings that had taken place had been taped and were shown on the cable channel several times, and the PowerPoint presentations were on the website. The various programs would continue to be added to the website.

Mr. Barquist explained that discussions would be held with the public agencies from other jurisdictions, including the utilities, along with one-on-one interviews with people the City had identified as representative of the community. Once the outreach programs were complete, RBF would prepare a visioning report, which would be a summary of the information gathered. In fall and winter 2007 Alternative Land Use Charrettes would be held. The purpose of these meetings was to discuss the issues that had been identified, test the ideas, and discover their implications. At the end of the process there would be an open house and reception where the results of the process would be available.

Committee Member Harrell asked if there would be several meetings with the public agencies and Mr. Barquist responded that there would be only one meeting. Committee Member Harrell asked if he believed it possible to resolve all the issues in one meeting and Mr. Barquist responded that it was not the intent to resolve all the issues, only to identify issues of concern.

Committee Member Buck felt it would be good to involve representatives from the other committees in the City, and Senior Planner St. Paul explained that presentations were being made at many of the City's regular committee meetings. Committee Member Buck asked if the major educational institutes and St. Jude's would be involved and Acting Chief Planner Eastman responded that they would be involved with one-on-one interviews and other public forums.

Chairman Stopper stated that several Committee members had specific organizations that they believed needed to be contacted, and he thought it was important to try and include them all in the outreach schedule.

Vice Chairman Griffin asked if the one-on-one interview results would be incorporated into the visioning report, and Acting Chief Planner Eastman responded affirmatively. Vice Chairman Griffin asked if the information gathered from the interviews would be available for the Committee to review, and Mr. Barquist explained that the purpose of these interviews was to allow these people to freely discuss their vision for the City and their organizations. The information would be summarized, but the individuals would not be identified by issue. Vice Chairman Griffin was not sure if this process would address the Committee's needs. Acting Chief Planner Eastman explained that the purpose of the one-on-one interviews was not to address specific issues, but to provide honest opinions on various topics.

OTHER MATTERS

Team Building

Chairman Stopper explained that he had requested this item be added to the agenda so that the Committee could spend some time interacting and getting to know each other. Each Committee Member gave a brief background on their previous experiences with the City.

PUBLIC COMMENTS

Paulette Marshall asked how soon items would be posted on the City's website, and Acting Chief Planner Eastman responded that agendas and minutes were posted as they were prepared, but larger items that required more technical expertise would take some time.

Vice Chairman Griffin asked if the calendar was kept up-to-date and Senior Planner St. Paul responded affirmatively. Committee Member Haley asked if the Charrettes were listed on the website and Senior Planner St. Paul responded affirmatively.

Committee Member Haley asked what the quadrants were and Senior Planner St. Paul explained that staff was using Harbor Blvd. and Commonwealth Avenue as the center. Committee Member Haley asked if the meetings would be held in the various areas or at City Hall, and Senior Planner St. Paul responded that the meetings would be held in each area.

Judith Kaluzny asked if the outreach meeting information gathered would be filtered by City staff or RBF. Senior Planner St. Paul responded that there were two types of outreach programs being conducted; the "Charrettes" which were to gather information from various parts of the community, and the "Roadshows" which presented an overview of what the General Plan Update process was about.

Committee Member Harel asked who would be presenting the information to the GPAC, and Acting Chief Planner Eastman responded that it was not known at this time but it would probably be a combination of staff and the consultant (RBF).

Dexter Savage thought that the church groups in the City should also be contacted. Senior Planner St. Paul stated that the interfaith group (FIES) had been contacted and a roadshow had been scheduled.

Public hearing closed.

AGENDA FORECAST

Senior Planner St. Paul explained that the next regularly scheduled GPAC meeting would be scheduled some time in August or early September, when the information gathered from the various community meetings had been compiled, and Committee Members would be notified by staff.

Committee Member Bushala asked if an information-type flyer could be included with the water bill, and Senior Planner St. Paul responded that the City had been doing this and would continue to do so when appropriate. Acting Chief Planner Eastman stated that a problem with using the water bill was timing, and that bills go to property owners only, not renters.

Committee Member Harrel commented that at one of the meetings various elements of the General Plan were identified, yet they were different than those listed in her handbook. Senior Planner St. Paul clarified that the meeting she was referring to was part of the educational series, not a GPAC meeting, and after the information had been presented to the Committee they would have an opportunity to make a recommendation on the General Plan format.

Committee Member Buck asked if it would be possible to schedule all the future GPAC meetings through the end of the year and Senior Planner St. Paul responded that it would not be possible due to the need to wait for various other steps in the process to be completed.

The next GPAC meeting was scheduled for September 10, 2007 at 7:00 p.m.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:51 p.m.