

COMPREHENSIVE PLAN UPDATE
Citizens Advisory Committee
DRAFT ACTION MINUTES AND MEETING SUMMARY

The Citizens Advisory Committee met on July 14th in the Mitchell Park Library – Midtown Room at 5:30PM.

Present: Garber, Hitchings, Jacobs, Keller, Kou, Levy, McDougall, Packer, Peschcke-Koedt, Van Riesen, Sung, Summa, Titus, Uang, Uhrbrock, Wenzlau, McNair, Fine, Emberling, Zelkha

Staff Present: Hillary Gitelman, Jonathan Lait, Claudia Keith, Gil Friend, Jeremy Dennis, Consuelo Hernandez, Chitra Moitra, Roland Rivera, Elena Lee, Robin Ellner, Andrew Hill (consultant), Joanna Jansen (consultant)

Absent: None.

Agenda Changes, Additions, and Deletions:

- Committee Member Summa requested that “Action Items” be moved to the beginning of the meeting.

Action Minutes:

1. Adoption of Citizens Advisory Committee Role & Ground Rules

Motion: Committee Member Garber moved, second by Committee Member McDougall to approve the Citizens Advisory Committee Role and Ground rules and starting in October to change the meetings to the 3rd Tuesday of the month.

Motion Passed: 17-0

2. Chair and Vice Chair Selection

Nominations for chair were made.

Motion: Dan Garber for Chair (11-6)

Motion: Arthur Keller for Vice Chair (17-0)

Meeting Summary:

Hillary Gitelman, Director of Planning and Community Environment, provided a general introduction and overview of the meeting agenda. She also introduced members of the City’s Executive Leadership Team, the Comprehensive Plan Update staff and consultant team. Mayor Holman welcomed the members of the CAC and explained the importance of the work ahead. CAC members introduced themselves and their interest in the Comprehensive Plan Update. The CAC then discussed their roles and ground rules and staff explained that the City Council will give guidance on the visions, goals, and organizational structure of the Comp Plan. The CAC will be focusing on synthesizing community input and advising on a consolidated set of policies and programs for each Element of the Comprehensive Plan. Cara Silver, Assistant City Attorney provided a presentation on the Brown Act and how it applies to the CAC. Joanna Jansen from Placeworks delivered a “Planning 101” presentation around General Plans and how it applies to the Comprehensive Plan Update. Andrew Hill provided the CAC with a preview of the open sourcing the Comp Plan tool– Digital Commenter, and how the public will be engaged. Finally, Kaiping Chen from Stanford presented the finding from the input received at the Our Palo Alto 2030 around the Transportation and Mobility work session.

Oral Communications: None.

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Staff Comments:

Hillary Gitelman provided final comments on the work ahead and several members of the CAC asked clarifying questions around the Digital Commenter and how to maximize outreach.

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Present: Garber, Hitchings, Jacobs, Keller, Kou, McDougall, Packer, Peschcke-Koedt, Van Riesen, Sung, Summa, Uang, Uhrbrock, Wenzlau, McNair, Fine, Emberling, Zelkha

Absent: Levy, Titus

Staff Present: Jim Keene, Hillary Gitelman, Claudia Keith, Gil Friend, Jeremy Dennis, Consuelo Hernandez, Chitra Moitra, Robin Ellner, Andrew Hill (consultant)

Agenda Changes, Additions, and Deletions: None

Staff Comments:

Hillary Gitelman, Director of Planning and Community Environment provided an update on two Comprehensive Plan related items that will be discussed at the City Council level. On August 17th the City Council will be discussion the composition of the CAC members and will determine whether additional appointments are needed. On August 31st, the City Council will discuss the vision statement and related goals for the Community Services and Facilities Element and the Transportation Element.

Oral Communications:

Ken Horowitz – requested consideration of ways to preserve recreational opportunities. Specifically, he asked about the status of the former YMCA site on Page Mill Road.
 Bruce Heister – spoke as a representative of Avenidas and encouraged expansion of services for seniors.
 Annette Glanckopf – requested consideration of balance in programs for youth versus seniors.
 Gabriel Lewis – provided specific comments on Policies C-2, C-7, and C-8.
 Winter Dellenbach – requested a more inviting venue that will accommodate additional space and asked for meeting materials to be more accessible to the general public.
 William Ross – asked a question about General Plan consistency as it relates to Palo Alto’s Charter. He also requested that a record be kept for CAC proceedings, outreach should be expanded to include large and that the public be given more than one day to provide their input.

Action Minutes: No Action items.

Discussion: Community Services and Facilities Element

Jeremy Dennis, Advance Planning Manager, introduced the Community Services and Facilities Element and discussed the items contained in the CAC’s agenda packet. Rob De Geus, Director of Community Services Department summarized staff’s involvement with the PTC’s recommended policies and programs. He also noted there are a few plans underway (Public Art Master Plan and the Parks, Trails, Open Space and Recreation Master Plan) and now there is an opportunity to include these in the Comp Plan Update.

The CAC’s discussion was structured around the five goals contained in the 1998 Comprehensive Plan but focused on the policies and programs. Several themes surfaced throughout the discussion:

- Terms should be defined throughout the element (i.e. teens, youth, children)

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- Partnerships with a variety of stakeholders are important and should be retained. However, roles need to be defined and the partnerships should be mutual.
- In preparing the draft, consideration should be given to programs that have not been started or completed.
- Equity needs to be factored throughout the Element; both in relation to the equitable distribution of resources throughout Palo Alto and the number of policies and programs for Seniors, Teens, and all.
- The use of “customers” versus “citizens” to describe the relationship between City staff and the community. The term should be defined and it should include developers,
- Cubberley should be identified as a community resource but needs improvement. What will the impact be to the services provided at Cubberley if it reverts back to a school.

Future Meetings:

At the beginning of the meeting Chair Garber requested that Staff place an action item on the September 8th CAC meeting naming Arthur Keller Co-Chair.