



DOWNTOWN STEERING COMMITTEE

ACTION MINUTES

THURSDAY, APRIL 13, 2017

REGULAR MEETING – 6:30 PM

CITY COUNCIL CHAMBERS
3575 PACIFIC AVENUE
LIVERMORE, CA

1. CALL TO ORDER 6:30 PM

Vice Chairperson Bob Woerner called the meeting to order at 6:30 p.m.

1.01	Roll Call	Bob Carling, Chairperson Bob Woerner, Vice Chairperson Dawn Argula Andrew Barker Erik Bjorklund Gina Bonanno Drew Felker Matt Ford Jeff Kaskey Dale Kaye Jean King	Monya Lane Sherry Nigg Bryan Petro Joan Seppala Lynn Seppala Rachael Snedecor Karl Wentz Phil Wentz
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Chairperson Bob Carling was absent/excused. Committee Member Drew Felker was absent/unexcused. All other Committee Members were present.

Staff present were City Clerk Susan Neer, Community Development Director Paul Spence, Planning Manager Steve Stewart, Deputy City Attorney Gabrielle Janssens, and Administrative Assistant Kelley Halverson.

1.02 Pledge of Allegiance

2. PROCLAMATIONS AND PRESENTATIONS

2.01 Administration of oaths of office.

City Clerk Susan Neer administered the oath of office to the Committee Members that were present.

3. CITIZENS FORUM

Doug Mann said the Committee should build on what has already been learned about downtown. The hotel should be on the east side of Livermore Avenue. There should be no time limit for speakers under the citizens forum.

4. NEW BUSINESS

Vice Chairperson Woerner reordered the agenda.

4.01 Committee member self-introductions.

4.02 Review scope and schedule established by the City Council.

4.03 Review and adoption of the Rules of Procedure.

MOTION BY K. WENTE, SECONDED BY D. KAYE, TO ADOPT THE RULES OF PROCEDURE (VOTE 17-0).

4.04 Brown Act Training.

Deputy City Attorney Gabrielle Janssens provided training.

4.05 Review tasks for future meetings.

Vice Chairperson Woerner reviewed the expected topics for the future workshop meetings.

Mr. Spence noted the City Council would be discussing Downtown traffic and parking at its meeting on April 24, 2017.

5. UNFINISHED BUSINESS – None.

6. MATTERS FOR CONSIDERATION – None.

7. MATTERS INITIATED BY DOWNTOWN STEERING COMMITTEE AND STAFF

8. **ADJOURNMENT** – At 8:33 p.m. to the next Downtown Steering Committee meeting on Thursday, April 27, 2017 at 6:30 p.m., City Council Chambers, 3575 Pacific Avenue, Livermore, California.



DOWNTOWN STEERING COMMITTEE

ACTION MINUTES

THURSDAY, APRIL 27, 2017

WORKSHOP – 6:30 PM

**CITY COUNCIL CHAMBERS
3575 PACIFIC AVENUE
LIVERMORE, CA**

1. CALL TO ORDER 6:30 PM

Vice Chairperson Bob Woerner called the meeting to order at 6:30 p.m.

1.01	Roll Call	Bob Carling, Chairperson	
		Bob Woerner, Vice Chairperson	
		Dawn Argula	Monya Lane
		Andrew Barker	Sherry Nigg
		Erik Bjorklund	Bryan Petro
		Gina Bonanno	Joan Seppala
		Drew Felker	Lynn Seppala
		Matt Ford	Rachael Snedecor
		Jeff Kaskey	Karl Wentz
		Dale Kaye	Phil Wentz
		Jean King	

Chairperson Bob Carling and Committee Members Andrew Barker, Dale Kaye, and Phil Wentz were absent/excused. All other Committee Members were present.

Staff present were Community Development Director Paul Spence, Deputy City Attorney Gabrielle Janssens, and Administrative Assistant Kelley Halverson. David Early and Carey Stone of PlaceWorks were also in attendance.

1.02 Pledge of Allegiance

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE DOWNTOWN STEERING COMMITTEE ON WORKSHOP ITEMS.

Tom Jefferson said the Brown Act requires the City to allow public comments on any topic, not just on topics on the agenda.

3. NEW BUSINESS

3.01 Introduction to PlaceWorks

David Early, PlaceWorks Project Manager, introduced Associate Carey Stone and provided an overview of the PlaceWorks organization.

- a) Brief review of Downtown Steering Committee's Goals and Work Plan

Mr. Early review the interrelated goals of the Committee. The Committee then discussed specifics of the work plan.

- b) Brief review of proposed discussion topics and meeting schedule for the Downtown Steering Committee.

Mr. Early presented the proposed future meeting topics, including parking and transportation, Finance Subcommittee update, hotel operations, housing, existing development, alternatives building and review, and public outreach. Committee Members had questions and made comments regarding the meeting schedule and topics. Mr. Early polled Steering Committee members about whether the proposed meeting topics were acceptable. All Steering Committee members agreed with the proposed approach.

3.02 Discussion of outreach options and methodologies for obtaining public feedback on downtown revitalization projects.

Mr. Early lead a discussion with the Committee on its goal of achieving consensus on the downtown outreach process and provided overview of public outreach strategies and tools.

4. ADJOURNMENT – At 8:33 p.m. to the next Downtown Steering Committee Workshop on Thursday, May 11, 2017 at 6:30 p.m., City Council Chambers, 3575 Pacific Avenue, Livermore, California.



DOWNTOWN STEERING COMMITTEE

ACTION MINUTES

THURSDAY, MAY 11, 2017

WORKSHOP – 6:30 PM

**CITY COUNCIL CHAMBERS
3575 PACIFIC AVENUE
LIVERMORE, CA**

1. CALL TO ORDER 6:30 PM

Chairperson Bob Carling called the meeting to order at 6:30 p.m.

1.01	Roll Call	Bob Carling, Chairperson	
		Bob Woerner, Vice Chairperson	
		Dawn Argula	Monya Lane
		Andrew Barker	Sherry Nigg
		Erik Bjorklund	Bryan Petro
		Gina Bonanno	Joan Seppala
		Drew Felker	Lynn Seppala
		Matt Ford	Rachael Snedecor
		Jeff Kaskey	Karl Wente
		Dale Kaye	Phil Wente
		Jean King	

All Committee Members were present. Committee Members Jeff Kaskey and Monya Lane arrived at 6:35 p.m.

Staff present were Community Development Director Paul Spence, Planning Manager Steve Stewart, Deputy City Attorney Gabrielle Janssens, and Administrative Assistant Kelley Halverson. David Early and Carey Stone of PlaceWorks were also in attendance.

1.02 Pledge of Allegiance

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE DOWNTOWN STEERING COMMITTEE ON WORKSHOP ITEMS

Alan Burnham said he liked Option 2 for the parking garage with the addition of gravel parking at street level.

Doug Mann requested that the public comment time limit of three minutes be increased.

Tamara Reus stated traffic circulation is a major problem and would get worse with a new hotel. She said it is difficult for the public to comment at the beginning of the meeting before the committee has had any discussions.

John Stein noted funding resources need to be identified for any improvements. Parking should be identified for employees. He identified other communities that are good examples for their downtowns.

Susan Steinberg noted parking improvements need to be done to make up for any loss of parking on the Livermore Village site. Paid parking could alleviate habitual parkers, such as employees.

3. NEW BUSINESS

3.01 Introduction to financial issues related to the downtown catalyst sites.

Greg Davidson, Director of NBS, provided a presentation on the financial overview of downtown, including expenses and revenue, development constraints, and financing tools.

Committee members asked questions, requested additional information, and provided comments.

3.02 Review of parking, traffic, and pedestrian circulation issues related to the downtown catalyst sites.

Cheri Sheets, City Engineer, provided a presentation on downtown traffic and parking.

Committee members asked questions, requested additional information, and provided comments.

3.03 Follow up discussion on public outreach options and methodologies.

David Early updated the Committee on the yourlivermore.org website and discussed additional public outreach activities and options.

3.04 Identify issues of interest for the primary topic of the next meeting: Hotel

David Early said the agenda for the next meeting would include information and discussion on hotel operations, demand analysis, and siting considerations and provided an opportunity for Committee comments and questions.

4. **ADJOURNMENT** – At 8:35 p.m. to the next Downtown Steering Committee Workshop on Thursday, May 25, 2017 at 6:30 p.m., City Council Chambers, 3575 Pacific Avenue, Livermore, California.