



# City of Santa Clara

## Meeting Minutes

### Downtown Community Task Force

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10/15/2020

6:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented the following method for the public to participate remotely:

- Via Zoom:
  - o <https://santaclaraca.zoom.us/j/91975789377>  
Meeting ID: 919 7578 9377 or
  - o Phone: 1(669) 900-6833

#### **CALL TO ORDER AND ROLL CALL**

**Staff Liaison/Principal Planner, Lesley Xavier** called the meeting to order at 6:00 p.m.

**Present** 7 - Adam Thompson, Dan Ondrasek, Rob Mayer, Debra von Huene, Ana Vargas-Smith, Mathew Reed, and Butch Coyne

**Absent** 1 - Soli Cayetano

**A motion was made by Member Coyne to excuse Member Cayetano's absence. The motion was seconded by Member Thompson.**

**Aye:** 7 - Thompson, Ondrasek, Mayer, von Huene, Vargas-Smith, Reed, and Coyne

**Absent:** 1 - Cayetano

#### **CONSENT CALENDAR**

- 1.A**     [20-973](#)     Downtown Community Task Force (DCTF) Meeting Minutes of the September 24, 2020 Meeting.

**Recommendation:** Approve the DCTF Meeting Minutes of the September 24, 2020 Meeting

**Member Coyne made a motion to approve the consent calendar. The motion was seconded by Member von Huene.**

**Aye:** 7 - Thompson, Ondrasek, Mayer, von Huene, Vargas-Smith, Reed, and Coyne

**Excused:** 1 - Cayetano

**GENERAL BUSINESS**

2. [20-975](#) Review and Discussion of the community feedback from the May/June 2020 online survey and meeting-out-of-the-box outreach efforts

**Recommendation:** There is no staff recommendation.

**Staff Liaison, Principal Planner, Lesley Xavier** provided the DCTF with a presentation that summarized the consultant's report on the second phase of community engagement for the Downtown Precise Plan process. During this second phase, the planning team developed an initial set of potential "land use frameworks," and received feedback from the community members and stakeholders. All three of the land use frameworks illustrate potential development patterns for a future downtown. The concepts test the placement of public space, retail/commercial space and housing, and the size of buildings.

3. [20-1009](#) Question and Answer (Q & A) session on the Brown Act

**Assistant City Attorney, Alexander Abbe** provided a PowerPoint presentation on the Brown Act, including information on subcommittees.

4. [20-976](#) Election of a Downtown Community Task Force Chair and Vice Chair

**Recommendation:** There is no staff recommendation.

**Staff Liaison, Principal Planner, Lesley Xavier** declared the floor open for nominations of the chair.

**A motion to nominate Member Thompson for the chair was made by Member Mayer.**

**Member Thompson consented to the nomination.**

**No other nominations were made and the floor was closed.**

**A motion and a second was made by Member Ondrasek to elect Member Thompson as Chair.**

**Aye:** 7 - Thompson, Ondrasek, Mayer, von Huene, Vargas-Smith, Reed, and Coyne

**Absent:** 1 - Cayetano

**Staff Liaison, Principal Planner, Lesley Xavier** declared the floor open for nominations of the vice chair.

**A motion to nominate Member Ondrasek for the vice chair was made by Member Mayer.**

**Member Ondrasek consented to the nomination.**

**No other nominations were made and the floor was closed.**

**A motion and a second was made by Member Thompson to elect Member Ondrasek as vice chair.**

**Aye:** 7 - Thompson, Ondrasek, Mayer, von Huene, Vargas-Smith, Reed, and Coyne

**Absent:** 1 - Cayetano

5. [20-1004](#) Discussion on filling the two Downtown Community Task Force (DCTF) seats
- The DCTF discussed how to fill the two vacant seats. The DCTF requested for names to be submitted to them for which they could vote on at their next meeting. It was agreed any person filling a seat should have a commitment and passion for Downtown. Prior to the next meeting names can be submitted to the staff liaison using an application that will be distributed to the DCTF and posted on the City's website. A staff report will be provided with a review of the submitted names for the DCTF to discuss and vote on at their next meeting.

### **PUBLIC PRESENTATIONS**

There were no public presentations/comments.

### **ADJOURNMENT**

**Staff Liaison, Principal Planner, Lesley Xavier** called to adjourn the meeting at 8:32 p.m.

**A motion was made by Member Thompson, and seconded by Member Coyne to adjourn the meeting.**

**The next meeting is scheduled for Thursday, November 19, 2020 at 6 p.m.**

**Aye:** 7 - Thompson, Ondrasek, Mayer, von Huene, Vargas-Smith, Reed, and Coyne

**Excused:** 1 - Cayetano