

## **MINUTES**

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REGULAR MEETING—TUESDAY, DECEMBER 3, 2024  
PLAZA CONFERENCE ROOM AT CITY HALL—500 CASTRO STREET  
8:00 A.M.

**1. CALL TO ORDER**

The meeting was called to order at 8:03 a.m. by Chair Jamil Shaikh.

**2. ROLL CALL**

**Present:** Committee members Pamela Baird, Marina Keith, Merry Yen, Vice Chair Mike Kasperzak, and Chair Jamil Shaikh.

**Absent:** Committee members Anne Cavanaugh (excused), Peter Katz (excused), David Lin (excused), and Money Singh (unexcused).

**Staff Present:** John Lang, Economic Vitality Manager; Amanda Rotella, Economic Development Strategist; Vinson Kwan, Assistant Planner; Diana Pancholi, Principal Planner; and Aruna Bodduna, Transportation Planner.

**3. MINUTES APPROVAL**

Minutes from the October 1, 2024 meeting were distributed prior to the meeting and approved as distributed.

Public Comment: None.

**Motion—M/S** Kasperzak/Yen—Carried 5-0-4; Cavanaugh, Katz, Lin, and Singh absent—To approve the minutes with a minor modification to remove “Vice” from Chair Shaikh’s comments about Committee openings under Section 8 of the October 1, 2024 meeting.

**4. UPCOMING AGENDA TOPICS**

- February—Police Department Transparency dashboard.
- February—Retail coach presentation. Downtown Retail Strategy (preference types of uses/pros and cons of types of use, evaluate changes of zoning for allowed uses).

- Mediation.
- Joint meeting with Visual Arts and Performing Arts Committees.

5. **PUBLIC COMMENT**—None.

6. **UNFINISHED BUSINESS**

6.1 **DOWNTOWN DEVELOPMENT UPDATE**

Community Development Department staff provided an update on Project No. 9. The project received a two-year permit extension on November 13, 2024. Committee member Baird asked about the Downtown Precise Plan outreach. Principal Planner Diana Pancholi provided an update on the Precise Plan engagement process, which will be occurring in the spring.

Committee member Baird asked about 171-175 Castro Street. Staff responded that the project is in the building permit phase in the completeness review phase. They have not responded to City comments issued in June 2024.

Public Comment: None.

No action taken.

6.2 **CASTRO STREET UPDATE**

Economic Development staff provided the following updates related to downtown:

- Bus shelter located at Castro Street and Villa Street in front of Red Rock Café has been removed.
- Wayfinding project is under way. Three sign types are being explored with five product designs incorporated.
- Decorative street treatment is going to take place in April and May 2025.
- Community Tree Lighting is December 5.
- German Holiday Market is December 14.
- Great Elf Hunt is December 21-29.

- November Downtown Digest is now out.
- Center for the Performing Arts Call for Artists is out.
- A new On the Town video is available.

Committee member Keith asked about the new decorations occurring in downtown.

Public Comment: None.

No action taken.

## **7. NEW BUSINESS**

### **7.1 2025 MEETING CALENDAR**

As part of Council Policy K-2, all committees need to approve a schedule for the 2025 calendar year.

Public Comment: None.

Motion—M/S      Kasperzak/Baird—Carried 5-0-4; Cavanaugh, Katz, Lin, and Singh absent—To approve the 2025 meeting schedule.

Public Comment: None.

## **8. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

Chair Shaikh shared that the Old Mountain View Neighborhood Association held their election on December 2, 2024, and Chair Shaikh will be representing the neighborhood for the next year.

Committee member Keith shared that the Downtown Business Association meeting will be on December 10, 2024.

Committee member Baird and the Historical Society will have a walking tour on December 22, 2024. They had to cancel their November tour.

The Chamber of Commerce Open House will be December 11, 2024.

9. **ADJOURNMENT**

The meeting was adjourned at 9:08 a.m.

These Minutes are hereby submitted for approval by Amanda Rotella, Recording Secretary.

Approved on \_\_\_\_\_.

AR/6/CDD  
818-12-03-24mn