



## FINAL MINUTES

### ROLL CALL

#### **Committee Members Present:**

Donna Lera, Downtown Business Owner  
Allison Chang, Downtown Property Owner  
Tom Davids, Downtown Property Owner  
Jean Dehner, Older Adults  
Mark Maxwell, PR&C  
Amy Buckmaster, Chamber San Mateo County  
Monette Meridith, At Large  
James Bertram, Alternate Member  
Cecile Lee, Alternate Member  
Liz Min, Alternate Member  
Samina Ginwalla, Youth Advisory Council  
Maya Nayberg, Youth Advisory Council

#### **Advisory Present:**

Al Savay, Community and Economic Development Director  
Lisa Porras, Planning Manager  
Akanksha Chopra, Associate Planner  
Aaron Aknin, Strategic Advisor  
Linnet Kwok, Senior Administrative Clerk

1. MEETING KICK-OFF
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. DISCUSSION ITEMS
  - a. Project Update, Business Community Feedback, and Work in Progress

Lisa Porras and Akanksha Chopra presented the agenda discussion items.

#### **Committee Comments**

Samina Ginwalla shared that restaurants are oftentimes more savvy at marketing and therefore people outside of San Carlos are more inclined to know about them.

James Bertram shared that traffic flow and signal light timing are key factors in the Traffic and Parking Studies.

Cecile Lee asked if the Traffic Study would collect data at different times of the day because traffic flow would be different. She also wanted to know if scooters are included.

Mark Maxwell shared that the Parking Study should factor in Electric Vehicle Charger parking spaces.

Monette Meredith shared that the Wheeler Plaza parking spaces are too narrow and difficult to park in, and that's why most of them are empty.

James Bertram suggested that the Chase Bank parking spaces could be available to the public if the bank was willing to put up signs stating that parking hours for the bank are 9am – 5pm. That will allow the public to park after hours and will open many spaces for Downtown.

Samina Ginwalla suggested installing lights to indicate available parking spaces would be helpful because many people just assume there is no parking space in Downtown.

Maya Nayberg suggested adding drop off and pick up zones in Downtown.

Mark Maxwell suggested the Vision Statement should include “Retail” and not just “Services”.

Cecile Lee suggested adding words in the Vision Statement that relate to the small-town feel and “charm” but also imply a futuristic, modern focus.

Samina Ginwalla shared her preference to the use word "inviting" over “gathering” in the Vision Statement. She also suggested having spaces for art, talent shows, outdoor movies and performances.

Jean Dehner suggested making parklets more open rather than “box-like” and have tables and umbrellas in the middle of Laurel Street.

Cecile Lee shared that any design should be sustainable and withstand the test of time.

Samina Ginwalla wanted to know what the plans for the youth are and what areas and activities can be set aside that cater to the youth. The current Youth Center is for middle schoolers only.

Mark Maxwell suggested looking at Arroyo underpass as a second gateway that connects the City's East Side to the Downtown given there will be future biotech offices with public spaces and restaurants.

Maya Nayberg suggested an option to close additional blocks along Laurel Street during the weekends and add a directory of all the shops and restaurants at the beginning of the streets.

Monette Meredith shared that it is not a good idea to close the 800 block of Laurel because there is a post office and a supermarket. She also wanted to know what the plans are for intersections such as Cherry Street, and how pedestrians interact with the cross streets.

Cecile Lee suggested a permanent stage for live music and various performance events.

Allison Chang shared that currently there is not enough space for bigger families or large groups to sit. There should be large tables; a good example is the Fieldwork Brewing Company tables and fireplace arrangement in San Mateo.

Samina Ginwalla suggested adding micro mobility so that there is easy access to the broader Downtown, e.g., the Civic Center.

Jim Bertram shared he was delighted to see the orange barriers removed and replaced by flower planters.

Additional responses for the Downtown vision:

- Supports, fosters local businesses.
- Adaptable, the downtown meets the needs of the community as it changes over time.
- Inviting for all ages, inclusive
- A place for life, to hang out, for people to come together with open seating; not just a place for restaurants.
- A feeling of openness, with umbrellas
- Connecting to other active spaces, e.g., Burton Park, Civic Center, etc.

5. PUBLIC COMMENT - None

6. WRAP UP AND NEXT STEPS

Lisa Porras shared that there will be further communication in the Summer and the DTAC's homework assignment with their feedback is due July 10, 2023.

7. ADJOURNMENT – Meeting adjourned at 8:06pm



---

Lisa Porras,  
Planning Manager