



MARIN COUNTY CIVIC CENTER CONSERVANCY

Marin County Administrator's Office, Suite 325
3501 Civic Center Drive, San Rafael, California 94903

REGULAR MEETING OF JUNE 28, 2017 DRAFT MINUTES

Held at Marin County Civic Center, Suite 324A
San Rafael, California

Members Present: Joan Brown, Lynn Downey, Sandra Fawn, Mark Hulbert, June Miller, Annette Rose, Supervisor Kate Sears, Suki Sennett

Others Present: David Speer, Janis West, County Administrator's Office; Libby Garrison, Cultural Services; Patrick Zuroske, Department of Public Works

1. **CALL TO ORDER:** Sandra Fawn, Chair, called the meeting of the Frank Lloyd Wright Civic Center Conservancy to order at 9:05 AM.
2. **REVIEW AND APPROVAL OF MINUTES OF MARCH 22, 2017 MEETING:** Minutes were unanimously approved.

Note that agenda item #5 was moved up and heard out of sequence on the agenda.

3. **CIVIC CENTER ROOF PROJECT SCHEDULE UPDATE:** Pat Zuroske said the timeline scheduled has been delayed due to the winter rain storms causing the roofing company to fall behind. The first phase of construction is scheduled for Spring in 2018. He thanked Conservancy members Mark Hulbert and Cheryl Lentini for their assistance on the project.
 - A. The project will entail complete roof removal for repair and replacement
 - FAQs will be made available
 - Will respect all aspects of the building and its design, materials and color
 - Two years were invested in testing and research
 - Modifying drainage methods will not impact the design
 - 'Marin blue' will be used for the roof
 1. Base coat, interim, and 2nd coats applied using a poly urethane product to protect the roof
 - The balls will be removed, anodized and reused to retain as many as possible
 - B. The pre-qualifying project process yielded 15 qualified contractors; bids open August 8 and the Board of Supervisors will award the contract to the lowest bidder in September
 - C. The administration building will be completed in the first year, and the Hall of Justice building will be completed in the second year. They skylight system is planned for 2020.
 - D. All planned work will be coordinated with OSHA and appropriate departments for safety and noise considerations
 - E. A regular maintenance schedule will be set up (25-year warranty)

- F. All restoration and replacements will be documented
 - Samples will be provided at a future meeting
- G. Comments:
 - Concern raised regarding losing quality if we must take the lowest bidder; Lowest bidder may be rejected if it doesn't meet the project standards
 - Consider cleaning the spire during this time
 - The Auditorium roof should be replaced at the same time, especially for visual continuity with the new roof
- 4. UPDATE ON LED LIGHT INSTALLATION AT CIVIC CENTER:** Pat Zuroske said as part of the Climate Action Plan 2,091 units were replaced in the Administration building. The Hall of Justice building is scheduled next.
 - A. Quality of lighting is improved and the project was completed quickly yielding positive feedback from employees
 - The Library does not have the correct panels for this replacement
 - They are reviewing all County locations for energy efficiency
- 5. UPDATE ON MARIN COUNTY FAIR AND 150th BIRTHDATE OF FRANK LLOYD WRIGHT:**
 - A. Libby Garrison announced there is approval for the Civic Center spire to be lit during the Fair each day until 12:30 AM
 - B. Frank Lloyd Wright 150th Birthday Recap
 - Thank you to the docents who hosted three sold-out tours plus drop-in visitors
 - National Building Conservancy celebration continues
 - Social media coverage was successful
 - C. San Francisco Chronicle Fall fashion launch is scheduled for mid-August at the Civic Center
- 6. PROPOSAL FOR PUBLIC INFORMATION AREAS IN CIVIC CENTER:** Pat Zuroske and Libby Garrison presented an idea for re-purposing the news publications boxes located in the Hall of Justice and Administration Building lobbies.
 - A. The BOS reception area is in need of space for brochures and information that was presented at a previous Conservancy meeting
 - B. The recommendation is to move them from the BOS to the publications boxes
 - Provide new labels and display appropriately; insert dividers
 - Allow for publications on the left side and boxes for 'drop-in' publications
 - Use the Civic Center Volunteer Program to monitor
 - News release to announce when the transition is complete

Motion to move brochures to the publications boxes and be monitored passed unanimously.
- 7. UPDATE ON THE MEMORANDUM OF UNDERSTANDING WITH AGRICULTURAL INSTITUTE OF MARIN APPROVAL ON MAY 16, 2017:** David Speer gave a brief overview of the County's partnership with the Marin Farmers' Market and the updated MOU with AIM regarding the "Christmas Tree Lot".
 - A. AIM raising \$24 million to build a new Farmers' Market.
 - Will be in phases

- B. Will bring a final design to the BOS before proceeding
- C. The Conservancy and Cultural Services Commission may schedule a joint meeting in the Fall to review design
- D. Conservancy suggestion to coordinate parking plans that overlap with other projects (SMART, etc.)

8. UPDATE ON THE WORLD HERITAGE REFERRAL DECISION: David Speer provided an overview of the calendar to resubmit our application.

- A. Revising the criteria
 - Working with scholars to redefine under different criteria
 - Working with ICOMOS to develop statements and measure each site and/or other sites to include
- B. Must be complete and submitted by the deadline
- C. Will not submit an application that ICOMOS will not support
 - Many factors to consider in their decision
 - Reviewing the process now to determine sites
 - Decision will hopefully be made in the Fall

9. MEMBER ITEMS FOR UPDATES:

- A. Mark Schatz inquired into the status of the Marin Center freeway sign; was told it is in process
- B. Mark Schatz inquired into the status of the bike lane at the roundabout; was told it is in process
- C. Joan Brown inquired into the Civic Center Post Office
 - PO pays the agreed upon \$1 annually to the County
 - The PO hired a third party contractor to manage their sites; County has no control
 - The PO did agree to make minimal ADA retrofits

10. OPEN TIME FOR PUBLIC ITEMS NOT ON THE AGENDA: none

11. ADJOURNMENT: The meeting adjourned at 10:32 AM