

THE FRANK LLOYD WRIGHT CIVIC CENTER CONSERVANCY REGULAR MEETING

April 14, 2026

10:00 – 11:30 AM

Marin County Civic Center, Suite 324A
3501 Civic Center Drive, San Rafael, California

Draft Minutes

Present: Steve Petterle, Joan Brown, Richard Parker, Mark Hulbert, Lynn Downey, Tom Lai, Supervisor Stephanie Moulton-Peters

Absent:

Staff: Steve Dow, Libby Garrison, Michelle Barsky; Dept. of Cultural Services

1. Call to Order

Meeting was called to order at 10:01 AM by Chair Mark Hulbert.

2. Public Open Time for Items Not on the Agenda

No public comment was made.

3. Consider Approval of Draft Meeting Minutes.

Motion to approve the minutes of the January 21, 2026, meeting.

M/S: Brown/Petterle.

Minutes approved unanimously.

4. Cultural Services Report

a. Welcome and overview of revised mission/bylaws/staff leadership:

- As the new staff liaisons to the Conservancy, Garrison and Dow investigated the history of the Conservancy and learned that it was scheduled to sunset in August 2026. They are working with OCE and County Counsel to rewrite the mission and bylaws. A draft will be circulated for review by Conservancy Members before being presented at the July 14th BOS Meeting.

b. Welcome to new member, Tom Lai

- During the redrafting of the mission and bylaws, there is a recommendation to pause the addition of new members until there is a restatement of the purpose of the Conservancy.

c. Cultural Services:

- Civic Center Docent Tour program is prolific, including public and private tours. There is much excitement surrounding the reopening of the Board Chambers.
- Garrison recently gave two presentations at a conference at Wingspread. She presented on her experience working with the Bloomberg App and on film permitting in Wright sites.
- New Architectural sketch drop in class is available to the public on May 29th with

Devin Lewis, architect.

5. Discussion Items

a. Civic Center Cafeteria: Cam Isaza, Capital Planning & Senior Project Manager

- Background:
 - Honoring the vision of Wright in upgrading the existing systems and installing new technology to create a vibrant community hub.
- Scope & Goals:
 - Retain and preserve; update existing systems and install new technology
- Proposed plans:
 - Creates a vibrant community hub through differentiated zones to provide flexibility of use: Lounge, Small Group, Cafeteria, Food Service & Kitchen.
 - Includes built-in storage area for furniture, banquettes, foliage and decorative covering of the K Bracing
 - Current plan allows for 132 seating capacity
- Next Steps:
 - Developing plans for the patio
 - Marketing the new space for weddings, rentals, internal staff, etc.
- Items to consider:
 - Targeted user groups
 - Permanent AIM facility
 - Concessionaire
- Preferences:
 - Increase seating capacity to 150

b. Campus Signage: Clearstory

- Scope & Goals:
 - Unified campus wayfinding.
- Proposed design options:
 - Light signage with black copy VS red signage with light copy
 - Simple Form Frame VS Profile Frame
 - New font types: Neutra Text Demi Alt, Trade Gothic Next LT Pro Bold Cond, and Proxima Nova Condensed Medium.
- Preferences:
 - Color Palette: Red signage with light copy
 - Frame Style: Profile Frame
 - Typography: Proxima Nova Condensed Medium

6. Project Updates

a. Veterans' Memorial Auditorium update: Fabiola Guillen, Assistant Director, Projects Division

- Project is on schedule at about 50% completion. Major milestones include concrete and waterproofing.
- Roof has been power washed and is being patched.

- Seating upholstery is being refurbished and cupholders are being added
- Floor may be repainted
- Exterior fencing, bollard lights and bike racks will be replaced
- Landscaping will be improved.

b. Cascade Fountains, Lagoon Park Restrooms, and Veterans' Memorial Auditorium landscaping: Tara McIntyre, Landscape Architect Marin County Parks

- VMA:
 - Landscaping along the south edge of VMA and select areas withing parking lot and lagoon areas.
 - Includes tree removal and replacement, infill planting, shrubs and grasses.
 - Installation Fall 2026 in time for VMA opening early 2027.
- Lagoon Park Restroom:
 - North site determined as the new 4- to 5-stall restroom location
 - Architectural Team Selection with Ware Associates, Inc. is in contract negotiation. Contract will be presented at May 19th BOS Meeting. Design work to begin immediately after contract is awarded.
- Cascade Fountain:
 - No public bids were received for the previously proposed redesign.
 - Repairs to the existing system will be made by Waterworks including new pump and electrical installation, intake line and screen installation.
 - The next phase of the project will go out to bid at a later date.

7. Member Items or Announcements.

- a. Lai gifted pewter Frank Lloyd Wright pins to members.

8. Adjourn in honor of Annete Rose

The meeting was adjourned at 11:46 AM.

DRAFT