



## Planning and Development Department Office of Long Range Planning

### Transmittal Memorandum

**DATE:** Tuesday, September 23, 2008

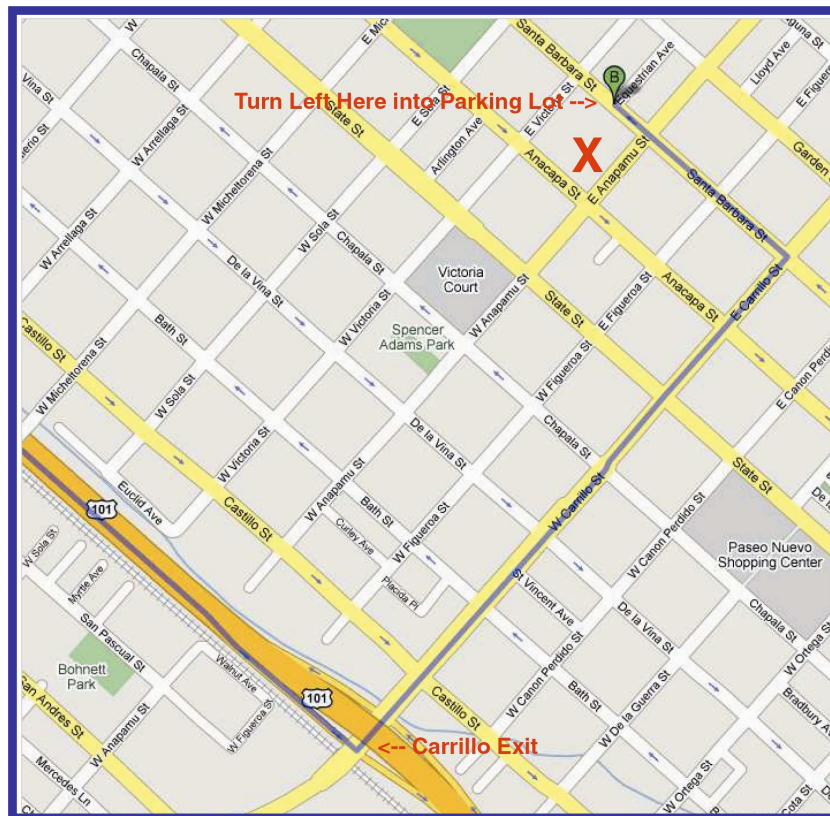
**TO:** GVPAC Members

**FROM:** Derek Johnson, Deputy Director  
David Lackie, Supervising Planner  
Erika Leachman, Planner

**SUBJECT:** GVPAC Meeting #1: Initial Meeting

Congratulations on your selection as a member of the Goleta Valley Planning Advisory Committee (GVPAC)! On behalf of the County of Santa Barbara and the 2<sup>nd</sup> Supervisorial District office, we welcome you as we kick off this exciting general planning process. Thank you for your willingness to represent the Eastern Goleta Valley community as the County updates the 1993 Goleta Community Plan.

As you may already know, our first public GVPAC meeting is scheduled for Wednesday, October 1<sup>st</sup>, 2008 at 6:00PM in the Planning Commission Hearing Room of the County Administration Building, 105 E. Anapamu St. Downtown Santa Barbara. The County Administration Parking Lot is available for free parking after 5PM. Please refer to map for directions from the Carrillo St exit on 101:



Over the past few weeks we met with each of you to distribute reference materials and documents for our upcoming meetings. Please review each binder and bring both binders to the October 1st meeting. Also, please note that all materials will be provided to you at least five (5) days ahead of scheduled meetings via e-mail and U.S. mail to allow you time to read and prepare for the upcoming meeting. All materials will also be available by selecting the Goleta Valley Planning Advisory Committee (GVPAC) link on the following webpage:

<http://longrange.sbcountyplanning.org/planareas/goleta/goleta.php>

Printed copies will always be provided at the actual meeting. Water, and the occasional snack, will be provided as well, but we advise GVPAC members to have a meal prior to the meeting or bring a snack. Staff will record audio for all public meetings to post along with meeting materials on the GVPAC website. Meeting materials will include the agenda, minutes, transmittal memo, and any presentations or technical documents reviewed for the meeting.

### **Agenda for Wednesday, October 1<sup>st</sup>, 2008**

Transmittal memos for each meeting will be provided from the Office of Long Range Planning, will include brief explanations, and provide clarification on enclosed agenda items. The first GVPAC meeting will be general in nature to provide the opportunity to meet one another and discuss general planning process, State law, and the function of the GVPAC. Please refer to the enclosed agenda for GVPAC Meeting #1.

#### **Agenda Item 3**

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An opportunity for introductions of staff and GVPAC members will begin the first meeting. The discussion of qualifications, background, why members applied, and some icebreaker activities will be facilitated.

#### **Agenda Item 4**

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Staff will present a PowerPoint presentation that will provide an overview of the meeting structure, Brown Act, and expectations. County Counsel will also elaborate on the Brown Act. A question and answer and public comment period will follow staff's presentation, followed by GVPAC members turning in the General Plan Advisory Committee Responsibilities Agreement. Copies of the signed Agreements will be provided for your materials at the second meeting.

#### **Agenda Item 5**

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Staff will provide a proposed tentative meeting schedule for the entire process. Staff has designed the schedule so that the GVPAC will generally meet twice per month. The monthly meeting day and time can be adjusted accordingly to accommodate the GVPAC schedule. Occasionally, we may have one meeting per month, or two meetings and a workshop, depending on the discussion topic or event. In any case, the GVPAC will be given as much notice of scheduling as possible.

cc Supervisor Janet Wolf, 2<sup>nd</sup> Supervisorial District Office  
John McInnes, Director, Office Long of Range Planning