



KING CITY MASTER PLAN
Stakeholder Advisory Committee Meeting #1
 February 8, 2021 – 6 to 8PM

ZOOM Information

Link: <https://zoom.us/j/98489995317>

Phone: +12532158782

Meeting ID: 984 8999 5317

AGENDA

Time	Subject	Lead
6:00	Welcome and Introductions	Mike Weston, City of King City
6:10	Project Overview	Mike
6:15	Process <ul style="list-style-type: none"> • SAC responsibilities • Tasks and Schedule • Public Involvement Plan 	Steve Faust, 3J Consulting
6:30	Existing Conditions Report	Steve
6:50	Opportunities and Constraints	Steve/All
7:40	Public Comment	Public
7:50	Next Steps	Steve
8:00	Adjourn	Mike

Attachments

- Public Involvement Plan
- Existing Conditions Report

SAC Responsibilities and Ground Rules

The King City Master Plan (KCMP) Stakeholder Advisory Committee (SAC) is a committee made up of King City community members and other stakeholders with diverse perspectives. The SAC will meet four times throughout the course of the KCMP project.

SAC Responsibilities

- Reviewing and commenting on work products.
- Guiding public outreach and engagement efforts.
- Acting as liaisons to specific constituencies or interest groups.
- Hosting public events.
- Encouraging community members to participate in the process.
- Acting as champions of the project and the recommendations that emerge from it.

Ground Rules for Meeting Conduct

All participants agree to act in good faith in all aspects of SAC and planning discussions. This includes being honest and refraining from undertaking any actions that will undermine or threaten this process. This includes behavior outside of meetings.

Expectations for behavior of SAC members during and outside of meetings include:

- Be respectful at all times of other representatives and audience members. Listen to each other to seek to understand the other's perspective, even if you disagree. One person will speak at a time. Side conversations and other meeting disruptions will be avoided.
- Bring your concerns into this process to be addressed.
- Refrain from personal attacks and maintain a respectful tone even if highlighting different perspectives.
- Being mindful of these ground rules in any written communications, including e-mails, blogs and other social media. Remember that social media may be considered public documents. E-mails and social networking messages meant for the entire group will be distributed via the project team.
- Individual SAC representatives agree to not present themselves as speaking for the SAC without specific direction and approval by the SAC.
- Non-members may attend meetings as observers, provide comments during public comment periods, and submit written comments for distribution to the SAC, but may not otherwise participate in the SAC deliberations.

ZOOM Meeting

Tips and tricks

Tips and Tricks:

1. **Your name.** Type in your full name when you enter the ZOOM meeting. Since we do not all know each other yet, this will help us facilitate discussion.
2. **Tools.** Most of the tools you need will appear when you move your cursor to the bottom of the screen.
3. **Audio/video.** Once the ZOOM meeting starts, **please mute yourself** unless you are speaking to the group. This helps keep background noise to a minimum. Please silence your cell phone unless using it for the meeting. If you have a webcam, please use it! As we rely on these virtual avenues of communication, being able to see one another helps us feel connected.
4. **Questions.** The “raise hand” function is useful if you have a question. You can find this tool by clicking on the Participant icon.
5. **Chats.** If you have a comment or question and do not want to interrupt the speaker, you can use the chat function. We will discuss how we will use the chat function and who will keep an eye on it.
6. **No computer?** If you do not have access to a computer, you can still join us by phone. See the phone number and access code above. You will need this number to “enter” the meeting, as prompted.

To discuss any special accommodations for meeting attendance and participation, please contact Steve Faust (503) 946-9365 x207 or steve.faust@3j-consulting.com.