

**MINUTES OF THE MEETING OF THE HILLVIEW COMMUNITY CENTER
PROJECT TASK FORCE OF THE CITY OF LOS ALTOS, HELD ON THURSDAY,
JUNE 29, 2017, AT 6:00 P.M. AT NEUTRA HOUSE, 181 HILLVIEW AVENUE, LOS
ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Claudia Coleman (Chair), Philip Chou, Brian Cilker, Stuart Eckmann, Stuart Klein, Cathy Lazarus, Barbara Loebner, Susan Mensinger, Dennis Young

ABSENT: Maria Bautista and Katherine Cushing

PUBLIC COMMENTS

Los Altos residents Citlali Tolia, Golnaz Golshau, Bianca Ling and Darren Liccardo stated their experiences and urged the City to provide space for Children's Corner in the Hillview Community Center.

Los Altos resident Birgitte Goossen spoke on behalf of the Community Center Alliance (CCA) Steering Committee and offered the CCA's assistance with community engagement.

Los Altos resident Nancy Bremau urged the Task Force to consider long term planning and finances.

DISCUSSION ITEMS

1. Receive information and announcements from City staff

Process Liaison J. Logan requested the Task Force to track time spent on categories of activities via spreadsheet to both enable metrics reporting to City Council and assist Task Force members with allocating time to various areas of focus. Task Force members agreed to give this a try.

Ms. Logan also relayed plans to notify the City Commissions about the Hillview Project and encourage them to provide input to the Task Force. Methods of doing so included an email announcement to Commission liaisons to agenzize a Hillview Community Center discussion at July or August Commission meetings. If it is determined the Commissions have input they'd like to share, they should develop a plan to engage with the Task Force earlier rather than later.

Engineering Services Manager Christopher Lamm informed Task Force members the Design Review Commission, Planning and Transportation Commission and Bicycle and Pedestrian Advisory Commission are all part of the City's standard design review process.

Ms. Logan announced that a Study Session with City Council and the Task Force is scheduled on September 26, 2017. The Study Session will provide an opportunity for the Task Force to give a status update on their progress, ask clarifying questions if needed and ensure the Task Force efforts are focused and in-line with Council's expectations.

2. Approve minutes of the meeting of June 15 and 22, 2017

Approval of minutes continued until next meeting to provide adequate time for members to review.

3. Discussion and review of the Community Center Feasibility Assessment: STRATAap Report

Mr. Lamm engaged the Task Force in a discussion on the following items:

- a. Scope of study was to provide City Council information on the impact budget and construction type have on the available program space
- b. Outcomes of the report included review of three alternatives: 1) major renovation of the existing community center; 2) new Community Center; and 3) new Community Center with option for phased build-out to accommodate entire desired program
- c. Application to the Task Force: 1) report resulted in City Council establishing a \$25 million budget for the project; 2) space allocation outlined in the report can be used as a starting point should the Task Force choose; and 3) Council is willing to consider a 2-story Community Center building if built well

4. Presentation by the Recreation and Community Services Director

Recreation & Community Services Director Manny Hernandez provided an overview of current Recreation & Community Service facilities and programs and discussed the components of an ideal Community Center based on the established parameters.

5. Recommended community center site visitations

Mr. Hernandez provided a list of comparable community centers in the area and encouraged Task Force members to visit. Those community centers include the following:

Roosevelt Community Center
901 E. Santa Clara Street
San Jose, CA 95116

Quinlan Community Center
10185 N. Stelling Road
Cupertino, CA 95014

Santa Clara Community Recreation Center
969 Kiely Boulevard
Santa Clara, CA 95051

6. Architect selection update

Mr. Lamm provided an update on the architect selection process. A total of eight (8) RFPs were submitted. The selection committee consisting of five (5) City staff and three (3) Task Force members narrowed the group down to four (4) architecture firms that will be invited back to interview on July 11, 2017. The group of architecture firms that will be interviewed include Group 4, EHDD, Noll & Tam, and Siegel & Strain.

TASK FORCE AND STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Task Force members brainstormed ideas for their next meeting on July 13 and how to best move forward with accomplishing their mission to provide a recommendation to City Council on interior space allocation and exterior building design.

ADJOURNMENT

Chair Coleman adjourned the meeting at 9:30 p.m.