

**MINUTES OF THE MEETING OF THE HILLVIEW COMMUNITY CENTER
PROJECT TASK FORCE OF THE CITY OF LOS ALTOS, HELD ON THURSDAY,
JULY 13, 2017, AT 7:00 P.M. AT NEUTRA HOUSE, 181 HILLVIEW AVENUE, LOS
ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Claudia Coleman (Chair), Maria Bautista, Brian Chilker, Philip Chou, Katherine Cushing, Stuart Eckmann, Stuart Klein, Cathy Lazarus, Barbara Loebner, Dennis Young

ABSENT: Susan Mensinger

PUBLIC COMMENTS

Los Altos residents Bert Vincent and Tony Plutynski urged the Task Force to provide increased dedicated space for Seniors in the new Community Center.

Los Altos resident Gary Hedden spoke on behalf of the Community Center Alliance (CCA) and informed the Task Force the CCA is willing to help encourage public input and share research the CCA has gathered thus far. Mr. Hedden also encouraged the Task Force to consider environmentally sound design and drought-tolerant landscapes in the new Community Center.

Los Altos resident Diane Schmidt spoke on behalf of Friends of the Library (FOL) explaining their current use of Hillview facilities and desire to continue as tenants in the new Center.

Los Altos resident Frank Martin provided a list of questions for the Task Force to consider regarding Task Force vision, purpose and measures of success.

Los Altos resident Connie Mariottini shared thoughts on how to market the new Community Center for success by surrounding the Center in nature and providing a green berm around the building.

Los Altos resident Janet Harding urged the Task Force to consider all community members and programming needs when developing space allocation. Ms. Harding also urged the Task Force to include a commercial kitchen in the new Center.

Los Altos resident Carlos Shaw urged the City to consider including staff housing on the Hillview site.

Los Altos resident Al Rooney urged the Task Force to create a building that is special and beautiful.

Children's Corner Board of Directors president Golnaz Golshan reiterated the group's desire to continue as a tenant at the new Community Center and urged the Task Force to provide space for the program.

DISCUSSION ITEMS

1. Receive information and announcements from City staff

Process Liaison J. Logan provided an update on public correspondence for Task Force consideration. Task Force member Philip Chou inquired about the time-tracking spreadsheet sent by Ms. Logan. She will re-send to the Task Force per Mr. Chou's request.

ITEMS FOR CONSIDERATION/ACTION

2. Approve minutes of the meetings of June 15, 22 and 29, 2017

Upon a motion by Task Force member Dennis Young, seconded by member Stuart Eckmann, the Task Force unanimously approved 10 - 0 the minutes of the June 15, 22 and 29, 2017 meetings.

3. Architect selection update

Engineering Services Manager Chris Lamm provided an update on the architect selection process. Four firms were interviewed on July 11 by Mr. Lamm, Public Works Director Susanna Chan, Recreation & Community Services Director Manny Hernandez, Public Information Coordinator Erica Ray and Task Force members Philip Chou, Stuart Klein and Dennis Young. The group picked its top choice firm at the end of the day-long interview process and re-convened a couple of days later for further analysis; ultimately selecting the same firm as its top choice. Mr. Lamm shared that the City is in the process of pursuing an interim contract with the chosen firm so they can get started and join the July 25 Task Force meeting. The full contract is expected to be presented to City Council for approval at the August 22, 2017 City Council meeting.

Task Force members Chou, Klein and Young added that all four firms were of excellent quality. Evaluation criteria of the group included metrics such as cost discipline, experience designing community centers, assessment of the architect team and previous building designs. Each expressed their enthusiasm about the selected firm.

4. Community Center site visitations update and comments

Task Force members discussed takeaways from their site visits conducted thus far. Ideas that emerged include:

- Whatever design concept chosen for the new Community Center has potential to carry over to future Civic Center building designs
- Flexibility of space critical, as programming needs change over time

Site specific ideas include:

Menlo Park Community Center

- Impressed with warm architecture
- Building blended in nicely with surrounding area
- Commercial kitchen appeared well utilized

Roosevelt Community Center (San Jose)

- Two story building was very well utilized by seniors at midday during the week
- Some concern about the height and elevation of the building; whether this would fit-in with character of Los Altos
- Lobby area was very loud
- Exercise room was being heavily used
- Finishes not holding up well and facility (outdoor) not being maintained very well

Mitchel Park Library & Community Center

- Living roof interesting building characteristic; high level of sustainability with educational components available to the public (i.e. “What is a bioswale” signage)
- Palo Alto history embraced by site signage: “Jeremy Lin played here” on basketball court
- Good use of indoor/outdoor space
- Desirable adjacencies to other buildings and amenities
- Café between Library and Community Center provides a nice gathering space

Santa Clara Community Recreation Center

- Nice lounge areas and dance rooms
- Retractable bleachers in auditorium interesting concept to maximize flexibility of large space
- Dedicated ceramics room unique

Santa Clara Senior Center

- Liked two-story building
- Very heavily used during afternoon weekday site visit

Quinlan Community Center

- Exterior design not appealing, but great natural light inside with flexible space
- Interior felt hollow
- Building opens to the outdoors providing great gathering space
- Use of technology (i.e. ticker board) desirable
- Lack of adjacencies
- Large rooms felt cold

William E. Walker Recreation Center

- Felt dark and very underused at time of visit
- Senior area felt institutional with no defined entrance

Portola Valley Community Center

- Interesting and aesthetically pleasing architecture

Palo Alto Elks Lodge

- Beautiful building with great entry and sound acoustics
- Lots of glass and trees with nice overlook areas

5. Goal setting

Task Force members continued brainstorm and discussion of Hillview Community Center project goals/objectives and Task Force guiding principles

TASK FORCE AND STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Next meeting scheduled Tuesday, July 25, 2017 at 7:00 p.m. at Los Altos Youth Center.

ADJOURNMENT

Chair Coleman adjourned the meeting at 9:35 p.m.