



HILLVIEW COMMUNITY CENTER PROJECT TASK FORCE MEETING

SATURDAY, AUGUST 26, 2017-9:00 A.M. – 1:00 P.M.

Hillview Community Center, Social Hall
97 Hillview Avenue, Los Altos, California

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Members of the audience may bring to the Task Force's attention any item related to the Hillview Community Center Project. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Task Force is unable to discuss or take action on issues presented during the Public Comment Period if the comments do not relate to items on the agenda. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

INFORMATIONAL ITEMS

1. Receive information and announcements from City staff

ITEMS FOR CONSIDERATION/ACTION

2. Approve minutes of the meeting of August 8, 2017
3. Task Force member reports, if applicable
4. Review Task Force meeting goals
 - a. Decide on interior space allocation
 - b. Narrow to 2-3 site plan options
5. Interior space allocation primer
 - a. Interior design trends
 - b. Outdoor spaces
 - c. Typical room diagrams
6. Presentation of interior space allocation examples (2)

7. Interior space allocation exercise
 - a. 25-minute group exercise to examine the pros and cons of the 2 prepared interior space allocation examples
 - b. 15-minute report out
 - c. 10-minute reflection and summary

Break

8. Site planning primer
 - a. Site criteria
 - b. Presentation of conceptual site plan options (5)
9. Site planning exercise
 - a. 30-minute group exercise to examine the pros and cons of the 5 prepared site options
 - b. 15-minute report out
 - c. 10-minute reflection and summary
10. Conclusions/consensus
11. Draft report for Study Session with City Council
12. Preparation for next meetings; September 11, September 26 City Council Study Session

POTENTIAL FUTURE AGENDA ITEMS

FUTURE MEETING DATES

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for the Hillview Community Center Task Force items may be viewed on the Internet at <http://losaltosca.gov/meetings>

If you wish to provide written materials, please provide the Task Force Staff Liaison with **12 copies** of any document that you would like to submit to the Task Force members in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.