



DATE: November 7, 2017

AGENDA ITEM # 1

TO: Hillview Community Center Project Task Force

FROM: J. Logan, Process Liaison

SUBJECT: Receive Information and Announcements from City Staff

BACKGROUND

Staff will provide information and announcements related to; 1) communications from the public since the last Task Force (TF) meeting that are addressed to the TF; and 2) information requests from the TF that need further clarification. Staff will provide updates to the TF regarding activities that occurred during the period between TF meetings. Staff will also provide updates on processes and procedures related to the organizational efficiencies of the TF.

DISCUSSION

The following items will be reviewed:

1. Communications received from the public that are addressed to the TF
2. Update from TF on the progress made for recording time spent on categories of TF activities. Categories of activities include time spent in meetings; reading reports, materials and research; site visitations; special assignments such as the architect review process and chair position; preparing reports; communications with the community; and other.
3. Invite Commissions to respond to the following inquiry: Within the focus of your Commission, are there considerations for the Hillview Community Center project you would like the Task Force to know?
4. TF members are encouraged to speak, meet, communicate and engage with their networks, neighborhood groups or individuals in the community to disseminate information about the TF mission and Community Center design process that is currently underway. During these engagement activities, TF members are encouraged to listen to community members' perspectives, invite persons to attend and provide public comment at the TF meetings and report back to the TF ideas and perspectives gained from these outreach activities for public discussion. Communication with community members can be recorded on the TF Activities Time-sheet
5. Future TF meeting dates are November 7 and 30, 7 PM. Locations for November 7 and 30 are in Community Chambers, City Hall. The architect design team will attend and participate in all meetings.

6. Commissions are responding to the request for input to the TF. A copy of input received to date is attached. Other Commission responses are anticipated and will be provided to the TF ongoing.
7. At the September 26, 2017 Study Session with City Council, the TF received support from the Council on its suggestion for interior space allocation. Council selected Site Option 4 and added \$7.7 million to the budget for the following:
 - a. Increasing building quality: \$1.2 million
 - b. Increasing building functionality: \$750,000
 - c. Upgrading from LEED Silver equivalent to LEED Gold equivalent: \$500,000
 - d. Providing improved pedestrian connectivity: \$1,000,000
 - e. Increasing building square footage: \$3 million
 - f. Increasing outdoor program space: \$500,000
 - g. Refinishing parking lot: \$750,000
8. N&T provided a report summary on October 30, 2017 of the architectural design process and materials presented at the October 18, 2017 TF meeting including Site Concepts A, B, and C.
9. A Community Survey was launched on October 23, 2017 and will be completed on Nov. 13, 2017. The survey presents images depicting architectural and landscape characteristics of roofs, windows and walls, outdoor rooms, spaces in between, activity and gathering spaces, entries, cafes, trellises, walkways and overall character of the building. Community members are encouraged to take the survey and select their top choice in each of the categories they believe to be the best fit for the new community center.

REMINDER - Please let Erica Ray know if you will not attend any TF meetings to ensure a quorum is attained and other TF members are notified accordingly.

Attachments:

- A. Task Force Process
- B. Task Force Speaker Notes
- C. Commission reports to Task Force
- D. Summary of Concepts presented at 10/18/2017 TF meeting