

**Montlake Community Center Project Advisory Team Meeting  
August 30, 2004 at Montlake Community Center  
MEETING NOTES**

Attendees

Project Advisory Team: Jon Bakken, Robin Bentley, Febe Cude, Shane Doran, Ken Schubert III

Parks & Recreation Staff: Royal Alley-Barnes, Central East Operations Manager, Mike Yasuatake, Community Center Coordinator, Dena Schuler, Asst. Recreation Coordinator, David Goldberg, Project Planner

Consultants: Greg Waddell, Carlson Architects

Others: Kristin Tollefson, Artist; Joan Peterson, Office of Arts and Cultural Affairs; Lyle Bicknell, Montlake Community Center Advisory Council

David Goldberg began the meeting at approximately 6:10 PM. He distributed an agenda, the Montlake Community Center Design Guidelines, a preliminary schedule, and a description of the role of the Project Advisory Team (PAT).

David explained that his role as project planner is to facilitate the programming of the community center, working with the PAT, consultants and other divisions of the Parks staff. He said that the Parks Department gives a lot of weight to the recommendations of the PAT. David noted, in addition, that during programming and design there are technical issues and parameters that will be put into play by technical and operations staff.

David said that he would like to keep the PAT meetings informal as much as possible. He explained that the PAT members were appointed to represent specific groups or organizations and that each member's role is to be the link between their group/organization and the PAT. David said he and other staff could attend group meetings, if requested, but would only be there to share information. Decision making would occur at PAT meetings, although organizations are free to develop their own recommendations/opinions that the PAT could consider.

The programming/design process was explained as one in which alternatives will initially be developed in a rough "bubble diagram" format showing adjacency of uses/activities and other complementary/conflicting programming issues. Greg Waddell noted that he would develop some sort of evaluation tool for the PAT to be able to assess the pros and cons of the different alternatives. After a favored alternative is identified, the design process will move into the schematic design phase.

Greg described a couple of Carlson Architects projects and the process that the firm used to involve the community in the development of programming and design.

Ken Schubert asked what was the status of the design at this point. Greg responded that Carlson Architects has no preconception of the design at this point, and that programming comes first. There are also a number of issues that need to be assessed such as code-upgrade “triggers” in the Tudor Building and how those may impact the project cost-wise. These will all become part of the evaluation process. David also noted that Parks has a lot of design guidelines that address operational issues such as visibility, security, required staffing levels etc.

Lyle Bicknell, who is a member of the Montlake Community Center Advisory Council and a Montlake resident presented some background information on what the Advisory Council’s thoughts have been to date on the improvement of the Community Center. Lyle said the Advisory Council came up with five specific points that they feel need to be considered in the community center improvements.

- Respect the Tudor Building. They believe an improved Tudor Building would be a good revenue generator with activities such as weddings, receptions, birthdays etc.
- Do it well or not do it at all. Respect the scale of the existing community center and the neighborhood. The goal of the improvements should be “modest high-quality”.
- Think campus, not building. They think a Tudor revival theme is appropriate. Lyle cited Lakeside School as a good example of a campus based on an architectural theme.
- Think flexibility in the design and allocation of spaces. Popular or desired activities will change over time and the community center needs to be able to adapt to those changes.
- Be a sensitive neighbor.

Lyle provided copies of a survey that his organization had conducted using their website, as well as a review of other community centers in the city that they had visited. This material will be compiled for PAT members.

Greg explained some of the outreach techniques that might be considered to reach the various stakeholders such as surveys, focus groups, interviews, open houses, design charettes and workshops. He said the primary question in putting together an outreach strategy is “Who, What, When and How?”

Shane Doran said that he feels the internet is a good tool and that there are several websites for various community groups.

Royal Alley-Barnes noted that the Parks Public Information Office is a good resource for outreach and information distribution.

Royal also took the opportunity to underline how important the PAT is as a link to the community.

Joan Peterson provided copies of the *Art Plan: Seattle's Community Centers 1999 Community Center Levy Program* guidelines that were developed by Carolyn Law for the Office of Arts and Cultural Affairs relating to public art for community centers improvements. She explained that the basic premise of the guidelines is that the public art should be used to enhance the entrance or gateway into the community centers thereby providing an inviting and welcoming experience for community center visitors. She then introduced Kristin Tollefson who was selected to be the artist for the Montlake Community Center improvements. The web site for the Office of arts and Cultural Affairs is <http://www.seattle.gov/arts/>.

Kristin talked a bit about her background and showed some slides of her work. Much of her work is wire sculpture and she said she likes to keep her work on a human scale and have it relate to and reflect its location. She said she is anxious to get input from the PAT regarding the nature of the artwork that would be appropriate to this project.

Following Kristin's presentation it was decided that the group should establish specific dates for future meetings, acknowledging that there needed to be flexibility with those dates. After much discussion it was determined that most of those present would be available on the following dates:

- Monday, September 20, 2004
- Thursday, October 14, 2004
- Monday, November 15, 2004
- Monday, December 20, 2004
- Monday, January 10, 2005

The meetings will be scheduled from 6:00 PM to 7:30 PM. A reminder of the meeting will be e-mailed to everyone the preceding week.

The meeting adjourned at approximately 7:45 PM