CITY OF INGLEWOOD SENIOR CENTER ADVISORY COMMITTEE MINUTES August 19, 2013

Committee Members Present:

Elizabeth Payne - Chair

June Chavez - Vice Chair, Mayor Appointee

Jo Ann Matute - District 1

Kenneth Jordan - District 3 Dolly Morrison - District 4

Carol Gray

Elle Haynes

Damon Johnson

Leon McCain

Dora Mota

Pierce Mundy

Jeanette Parish

Arvis Spriggs

William Widener

Next Meeting:

Date: September 9, 2013

Time: 10:00 a.m.

Place: Inglewood City Hall 1st Floor Community Room

Committee Members Absent:

Pierce Mundy Crysteline S. James

<u>Call to Order:</u> The meeting was called to order by Chairman Elizabeth Payne at 10:10a.m.and Ms. Payne confirmed a quorum.

Pledge of Allegiance:

William Widener led the Pledge of Allegiance.

Roll Call: Chairman Elizabeth Payne called the roll.

Public Comments From Staff:

No public comments.

Administrative and Parliamentary Matters:

Approval of Minutes:

Because this is a special meeting no action to approve minutes is being taken.

Discussion and Review

Elizabeth Payne turned the meeting over to Gwynne Pugh and Miguel Luna, from the Urban Studio Inc. team so that they could commence the workshop.

Miguel Luna thanked Jo Ann Matute, Dora Mota and Arvis Spriggs for their assistance in publicizing the meeting getting the word out within their residential facilities. Miguel Luna will produce more flyers one week prior to the next Senior Center Advisory Meeting.

Mr. Pugh did an overview of the results from the last meeting where people ranked their likes and the dislikes of various types of elements included in the centers of the cities of Culver City, Lawndale and Palm Dale.

Workshop

Mr. Pugh had the committee and members of the public that were present separate into five groups. The room was arranged so that there were five separate stations with a staff person from Gwynn Pugh Urban Studios person present at each station to facilitate discussion and gather notes. Each stations focused on a specific topic related the development of design standards for the Design/Build RFP.

The topics discussed included: design of public entrances; vehicular and pedestrian connections; separate vehicle entrances; social enterprise such as possible public coffee shop to generate income; security concerns with salvation army services and clientele, concern about the existing public parking lot proximity and homeless staying there at night, possible intergenerational connections; public sidewalks around the building, creation of a walking route; materials for the flooring such as wood, polished concrete, rugs; ceilings heights and type of lighting; natural light opportunities; design for programming with allowance for change in future years; landscape with possible roof top gardens; shade for outdoor seating; pedestrian entrances; restrooms – doors need to be easy to open, easy to get to from any spot in the building, handicapped access; dining facilities; location of building entrance. The consulting staff had note takers at each meeting to gather the information being vocalized by the committee so that it may be considered for the design standards.

Several staff members who will be involved in reviewing the project as it is designed and built participated in the Senior Center Advisory Committee Workshop. Their input provided reality checks as they relate to operation costs.

All attendees were invited to eat lunch that was provided by the consultant. While they ate Mr. Pugh spoke to the group and indicated that his team plans to prepare strong design guidelines that incorporate the Senior Committee requests, for the Design Build RFP. The process will include the selection of a Design/ Build entity, followed with the development of the complete architectural drawings and securing of necessary city approvals. It is expected that the construction of the building could be completed in 18 months to build the Senior Center.

Advisory Committee Remarks

None.

Adjournment

Meeting/Workshop ended at 12:48 p.m.