



# MONTA LOMA OUTDOOR IMPROVEMENTS PROJECT PUBLIC OUTREACH PROCESS

Community Input Process Introduction Meeting  
December 15, 2021



CARDUCCI  
ASSOCIATES

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# Carducci Introductions

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Vince Lattanzio, Principal  
Main Presenter



Karly Behncke, Design Coordinator  
Meeting Facilitator



Bridget Ash, Associate  
Note-taker

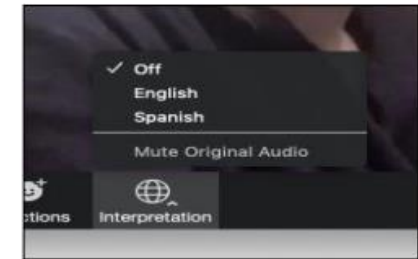
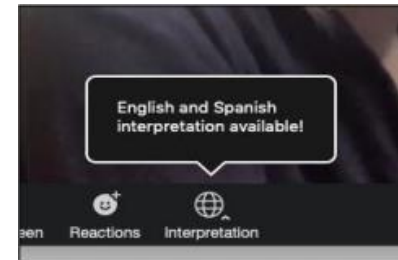
# Zoom Webinar Housekeeping

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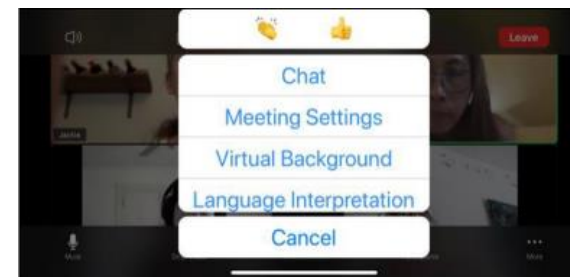
- Recording
  - We will be recording this meeting for quality assurance
- Q&A
  - Spoken and Written Questions
- Survey
  - Google Forms Survey available during entirety of public outreach process

- Spanish Audio Translation Available

- For Desktop Users:



- For Phone Users:



# PUBLIC OUTREACH GOALS

Discuss how Carducci Associates will be Facilitating  
the Public Outreach Process



# Public Outreach Goals

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- Provide an equitable, transparent and independent public outreach strategy that reaches as many users as possible
- Include multiple times and means of collecting input before, during and after meetings
- Provide for engaging productive community and focus group meetings to gather input
- Develop design solutions that incorporate user input and needs, show we listened
- Create a consensus of understanding of all users needs, explain how we got to where we are
- Develop a plan that will benefit and support all users

# Communicating with District and City

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- Meeting on-site to review school staff needs and walk site
- School focus group meeting
- Meeting with City staff to understand City needs
- Meeting on-site to review City maintenance needs
- City staff and recreational leagues focus group meetings
- Weekly design team meetings with District
- Bi-monthly design team meetings with District and City
- Regular updates to Board of Trustees
- Regular updates to City Council from City staff

# Communicating with Community Residents

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- Mailed Postcards
- Notification in School Newsletters
- Marquee Signs
- Regular Emails to Trustees, Council, and the Listserv (to sign up: <http://mvw.sd/ConstUpdates>)
- Social Media
- Regular Updates to Webpage: [MVWSD.org/MontaLomaField](http://MVWSD.org/MontaLomaField)
- Postings at School and on Rec/Restroom Building Wall at Monta Loma Field
- Participant Survey
- Poster Announcements On Site



# Community Meeting Methods

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- Zoom Webinar
  - Zoom Webinar is an easily accessible digital meeting platform that allows for interactive methods of obtaining and recording community and focus group input
  - Participant Survey
- Miro Board
  - Miro Board is an online interactive visual collaboration whiteboard that is used to communicate ideas and gather input
  - Allows for imagery, voting dots and post-it notes to encourage interactive documentable input and establish program needs
  - Provide design direction and present design solutions that respond to the input
- Why use these methods?
  - To provide a safe and engaging platform for everyone to be heard and hear others
  - Provide a live collaborative platform for community engagement
  - Opportunity for breakout groups to accommodate language barriers

# MEETING 1

# COMMUNITY INPUT PROCESS

Introduction to Community Meeting Input Process and Project

December 15, 2021

# Introduction

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- **Review Agenda**
- **Community Input Process Overview**
- **Review Monta Loma Outdoor Improvements Website**
- **Review Participation Goals**
- **Review Presentation Exhibits**
- **Wrap-up**
- **Adjourn**

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## AGENDA – COMMUNITY INPUT PROCESS

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DATE: December 15<sup>th</sup>, 2021  
PROJECT NAME: Monta Loma Outdoor Improvements Project  
PROJECT NUMBER: MVW21-01  
RE: Community Input Process Introduction Meeting

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### **6:00 PM** | Introduction to Community Meeting Input Process and Project

Introduction  
Agenda Review  
Community Input Process Overview  
Community Input Meeting Schedule Review on MVWSD Website  
Review Ground Rules

### **6:35 PM** | Exhibits

Existing Site Use Plan

- Community Use
- City/Parks & Recreation Use
- School Use
- Monta Loma Open Space Public Access Pilot Program

Existing Site Photos

- Walkthrough of the Site on Ground Level
- Important Features of the Site

### **6:45 PM** | Wrap-up

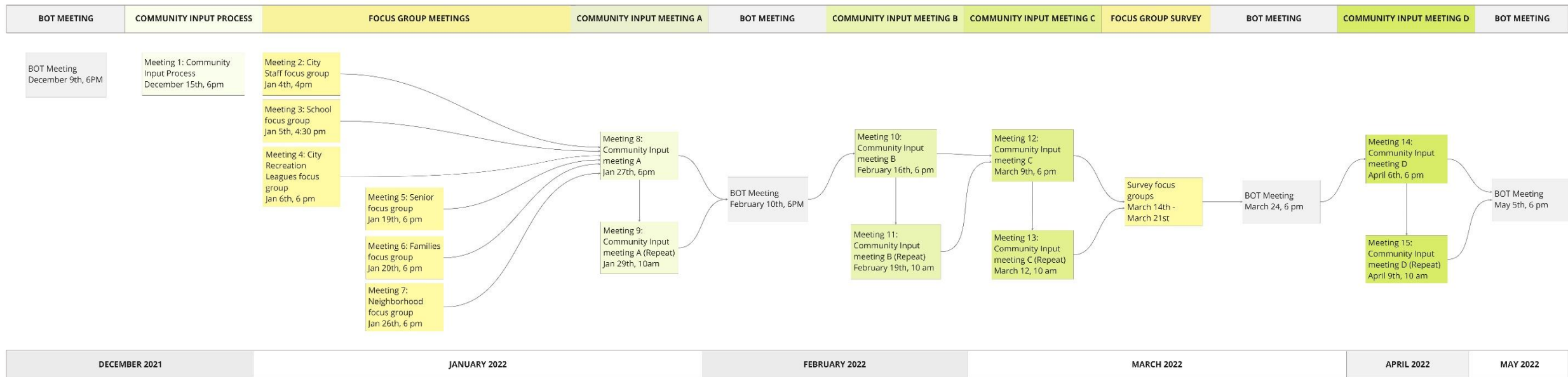
Next Steps

- Review Meeting Schedule List on Website
- Opportunities for Input

### **7:00 PM** | End

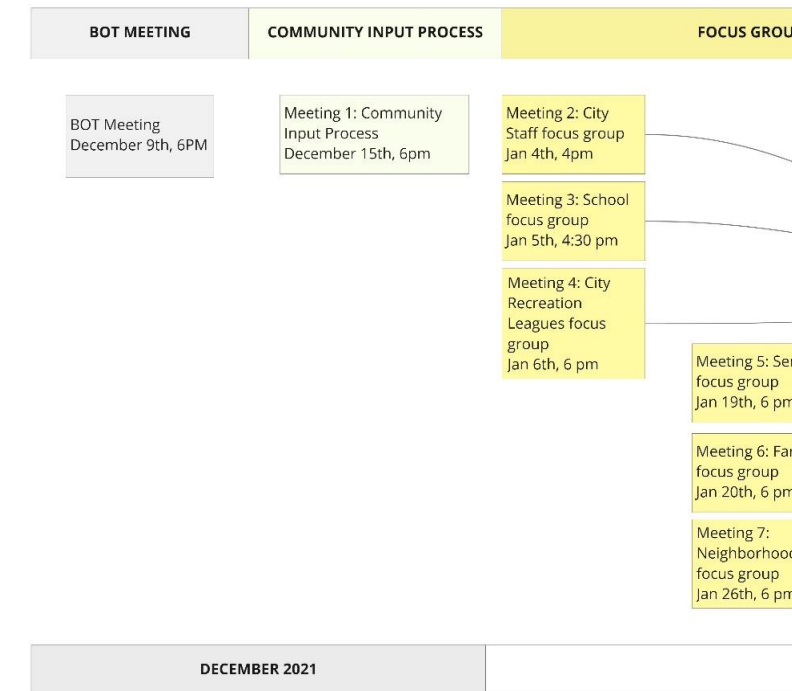


# COMMUNITY INPUT PROCESS OVERVIEW



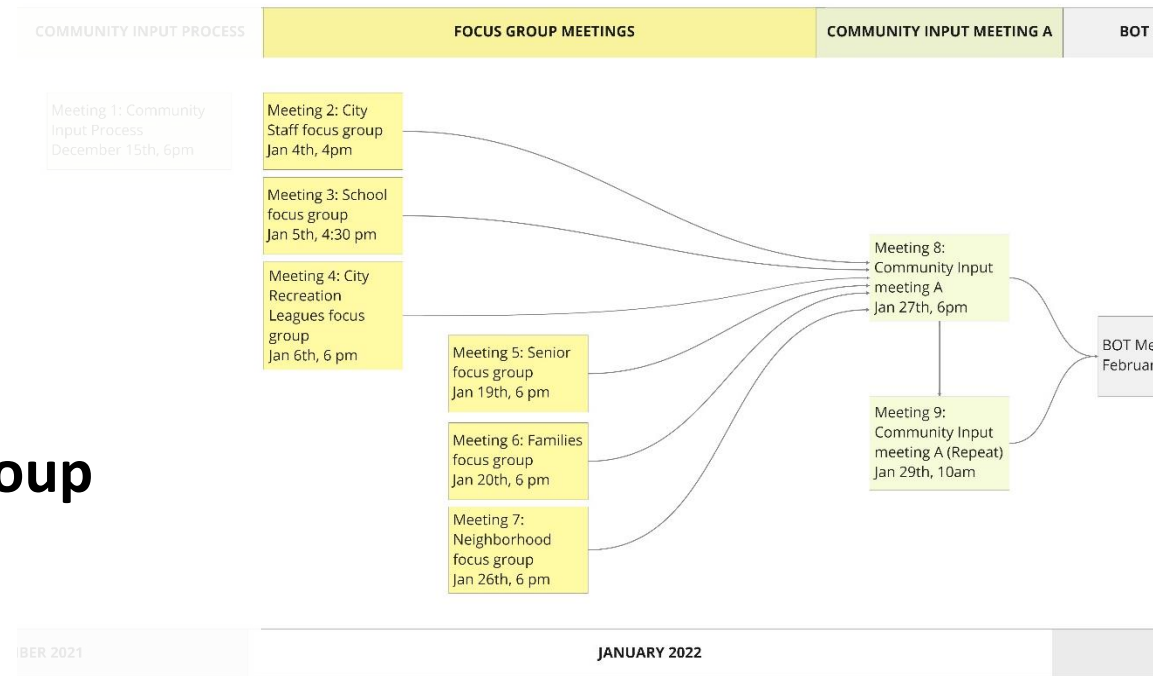
# Community Input Process Schedule

- **MVWSD Board of Trustees Meeting**
  - Thursday, December 9, 2021 at 6 pm
  - First presentation to the Board of Trustees about process
  - For agenda and details, please see [mvwsd.org/trustees](http://mvwsd.org/trustees).
- **Meeting 1: Community Input Process**
  - Wednesday, December 15, 2021 at 6 pm
  - First presentation to community about public outreach process and meeting schedule
  - Familiarize community with how the outreach process will be conducted and how to provide input and get involved.
  - On Zoom at <http://mvw.sd/ML>



# Community Input Process Schedule

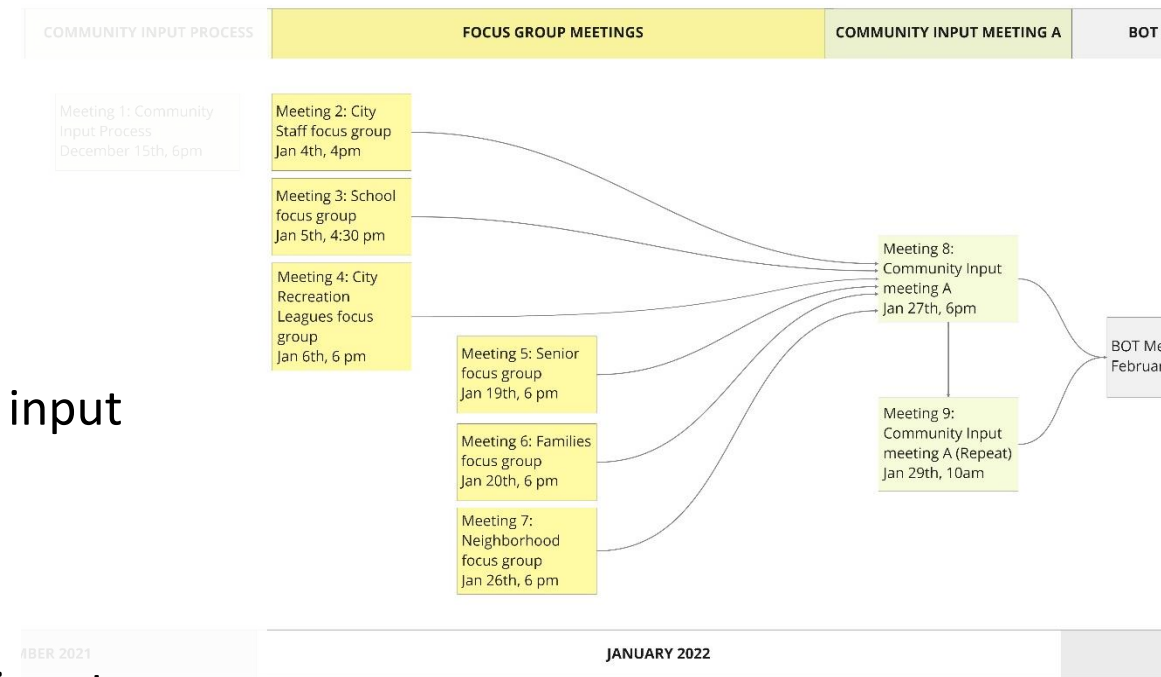
- **Meeting 2: City Staff focus group**
  - Tuesday, January 4 at 4 pm.
  - This is a meeting for city staff input
- **Meeting 3: School focus group**
  - Wednesday, January 5 at 4:30pm
  - This is a meeting for school users input
- **Meeting 4: City Recreation Leagues focus group**
  - Thursday, January 6 at 6 pm
  - This is a meeting for city sports group users input





# Community Input Process Schedule

- **Meeting 5: Senior focus group**
  - Wednesday, January 19 at 6 pm.
  - This is a meeting for seniors input
  - Sign up at: <http://mvw.sd/focus>
- **Meeting 6: Families focus group**
  - Thursday, January 20 at 6 pm
  - This is a meeting for families with young children input
  - Sign up at: <http://mvw.sd/focus>
- **Meeting 7: Neighborhood focus group**
  - Wednesday, January 26 at 6 pm.
  - This is a meeting for Monta Loma neighborhood input
  - Sign up at: <http://mvw.sd/focus>



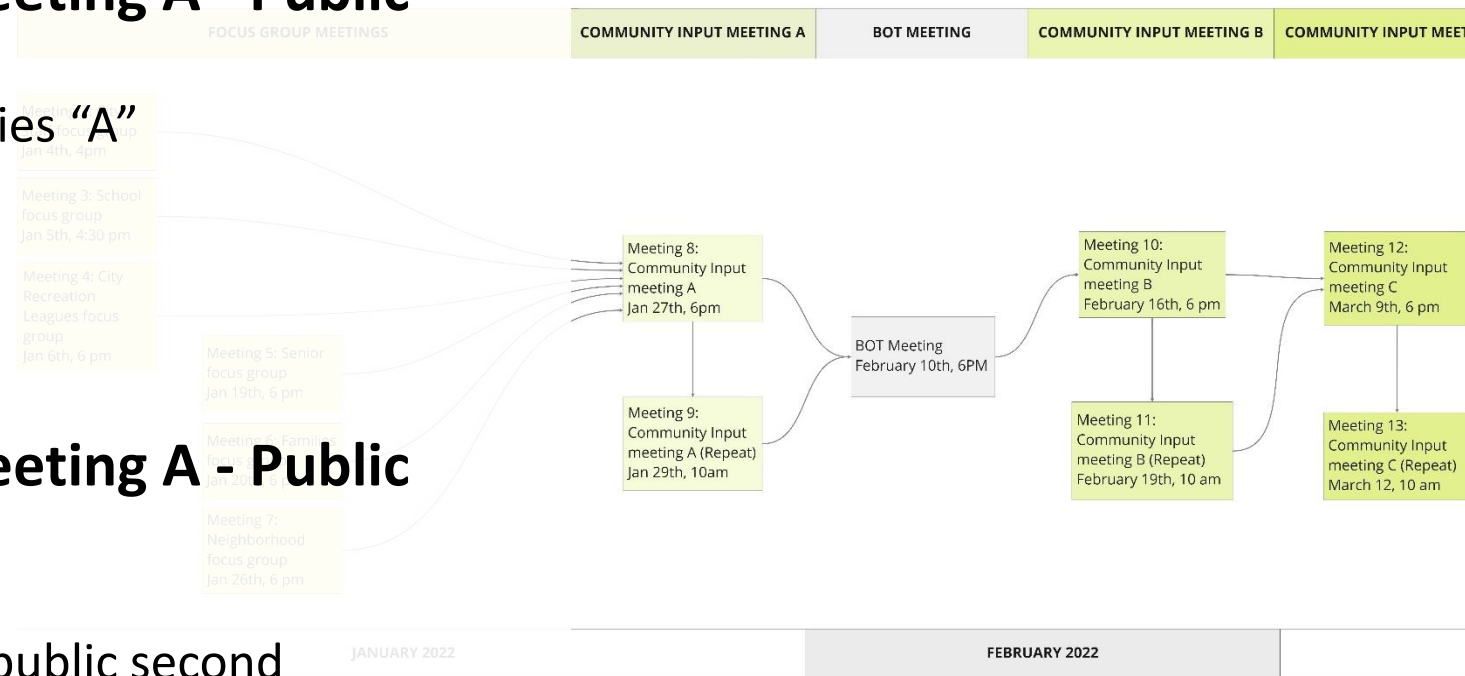
# Community Input Process Schedule

- **Meeting 8: Community input meeting A - Public**

- Thursday, January 27 at 6 pm
- First Community input meeting series “A”
- Recap focus group input
- Collect community input
- On Zoom at <http://mvw.sd/ML>

- **Meeting 9: Community input meeting A - Public (Repeat)**

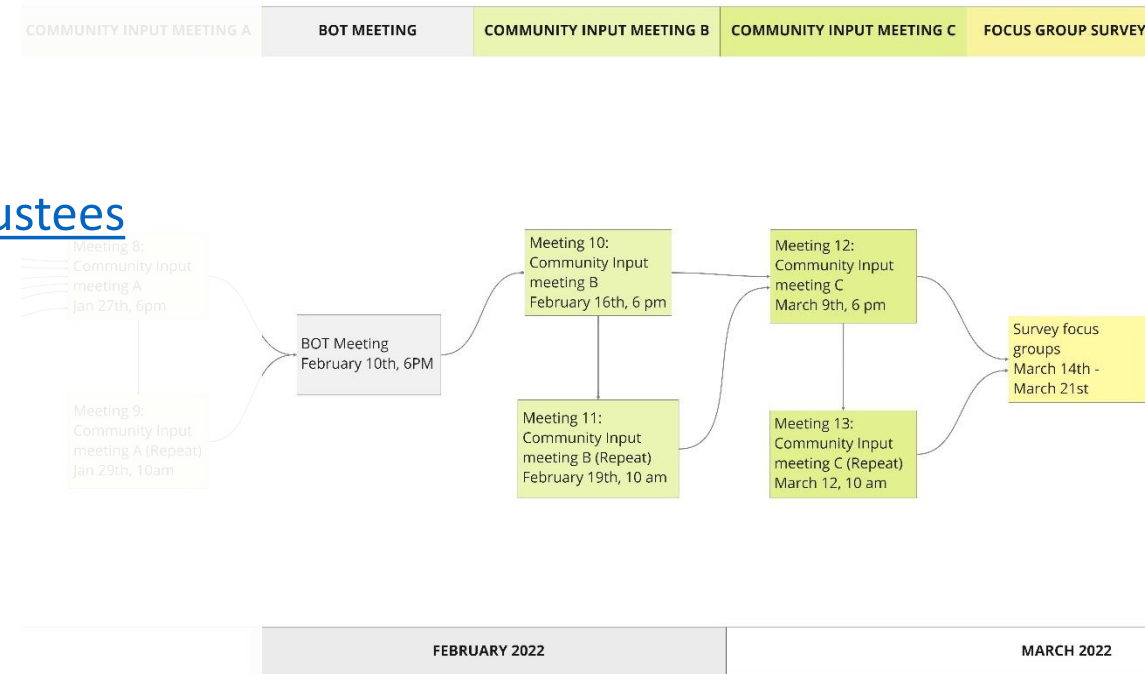
- Saturday, January 29 at 10 am
- This is repeat of meeting 8 to give public second opportunity to participate
- On Zoom at <http://mvw.sd/ML>



# Community Input Process Schedule

- **MVWSD Board of Trustees Meeting - Public**

- Thursday, February 10 at 6 pm
- Recap focus group and community input
- For agenda and details, please see [mvwsd.org/trustees](https://mvwsd.org/trustees)





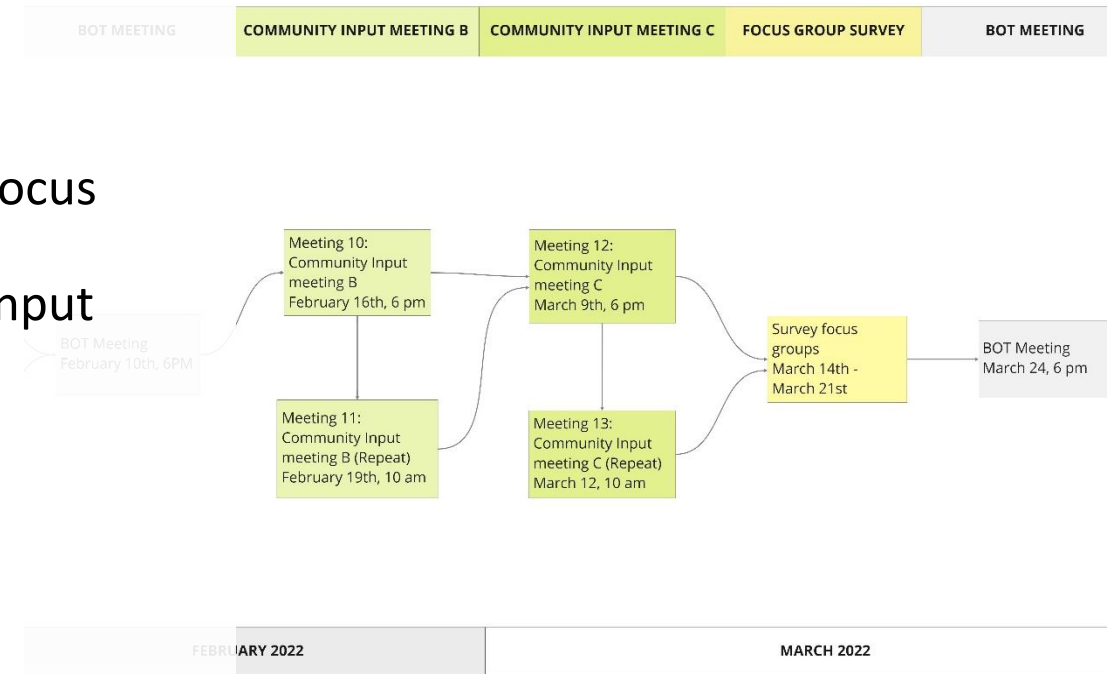
# Community Input Process Schedule

- **Meeting 10: Community meeting B**

- Wednesday, February 16 at 6 pm
- Second Community input meeting series “B”
- Present master plan options based on input from focus groups and community meeting A
- Gather input on preferred options and additional input
- On Zoom at <http://mvw.sd/ML>

- **Meeting 11: Community meeting B (Repeat)**

- Saturday, February 19 at 10 am
- This is repeat of meeting 10 to give public second opportunity to participate
- On Zoom at <http://mvw.sd/ML>



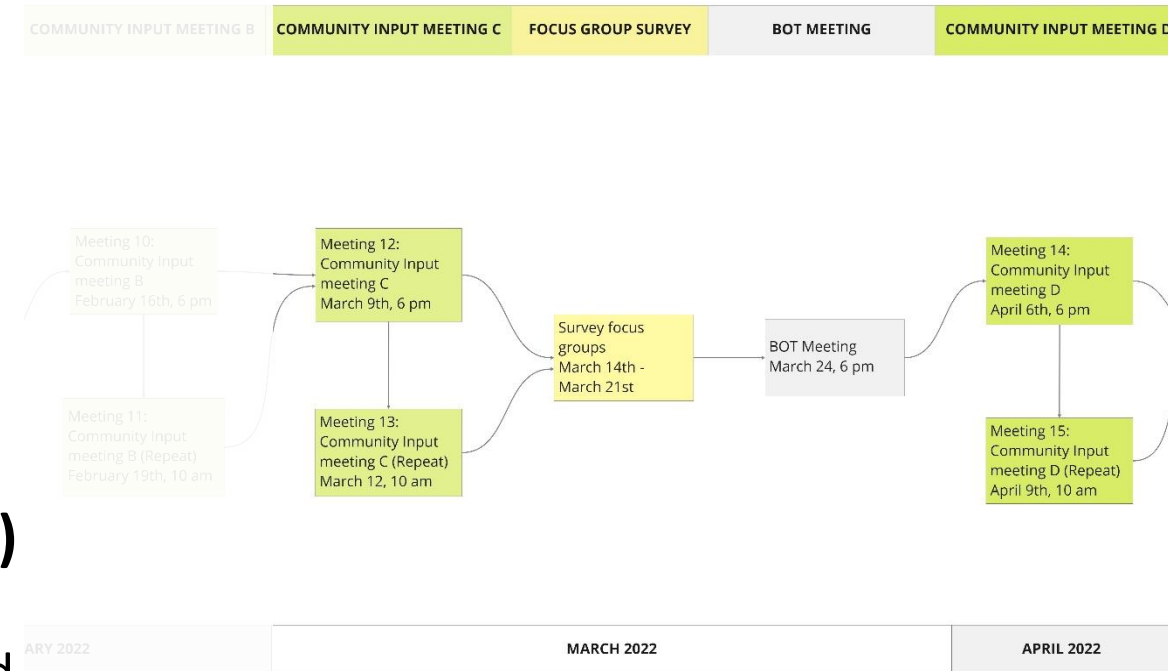
# Community Input Process Schedule

- **Meeting 12: Community meeting C**

- Wednesday, March 9 at 6 pm
- Third Community input meeting series “C”
- Recap master plan options results
- Present preferred master plan
- Input on preferred master plan
- On Zoom at <http://mvw.sd/ML>

- **Meeting 13: Community meeting C (Repeat)**

- Saturday, March 12 at 10 am
- This is repeat of meeting 12 to give public second opportunity to participate
- On Zoom at <http://mvw.sd/ML>



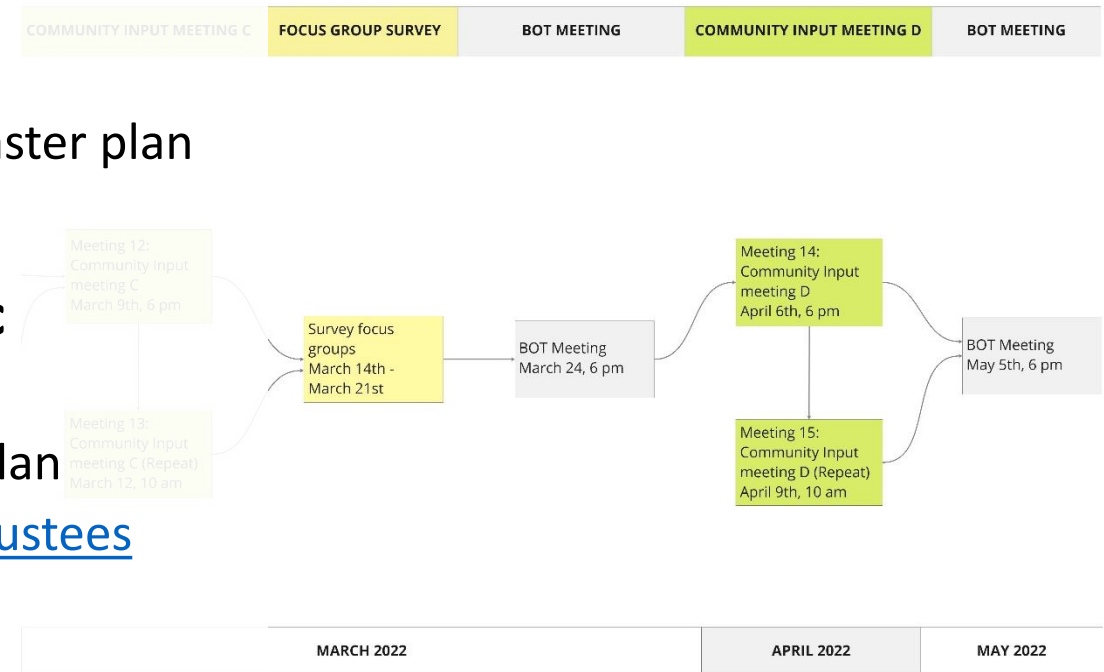
# Community Input Process Schedule

- **Focus Group Survey**

- Monday, March 14 through Monday, March 21
- Survey focus groups to get input on preferred master plan

- **MVWSD Board of Trustees Meeting – Public**

- Thursday, March 24 at 10 am
- Review community input and preferred master plan
- For agenda and details, please see [mvwsd.org/trustees](https://mvwsd.org/trustees)



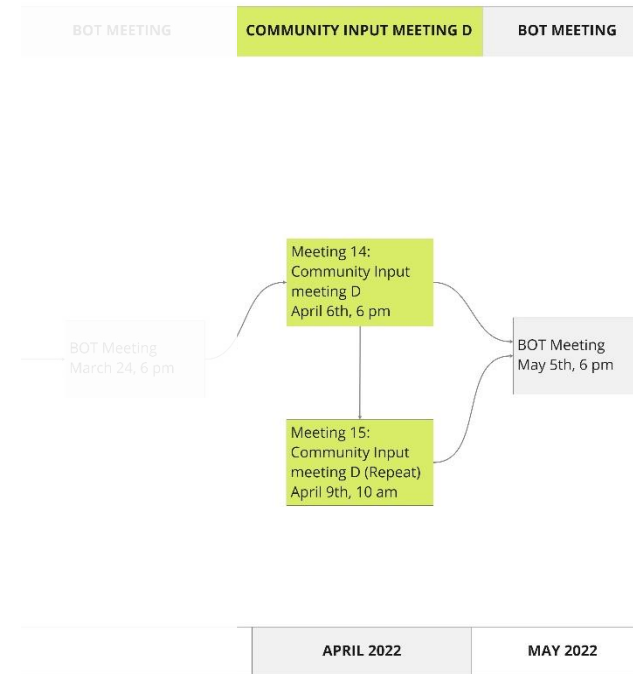
# Community Input Process Schedule

- **Meeting 14: Community meeting D**

- Wednesday, April 6 at 6 pm
- Fourth Community input meeting series “D”
- Present refined master plan
- Input on refined master plan
- On Zoom at <http://mvw.sd/ML>

- **Meeting 15: Community meeting D (Repeat)**

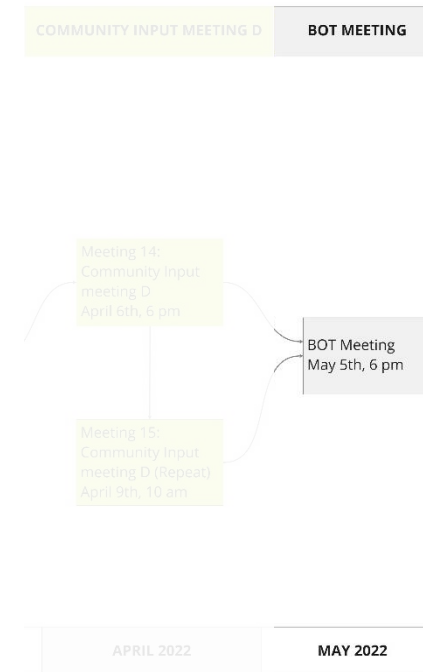
- Saturday, April 9 at 10 am
- This is repeat of meeting 14 to give public second opportunity to participate
- On Zoom at <http://mvw.sd/ML>



# Community Input Process Schedule

- **MVWSD Board of Trustees Meeting – Public**

- Thursday, May 5 at 6 pm
- Recap master plan and community input
- Master plan approval to start Schematic Design
- For agenda and details, please see [mvwsd.org/trustees](https://mvwsd.org/trustees)



# MONTA LOMA OUTDOOR IMPROVEMENTS WEBSITE

Review of Meeting Schedule List, Project Resources and Links



# Monta Loma Outdoor Improvements Website

## Website Link:

<https://mvwsd.org/MontaLomaField>

## “Sharing Monta Loma” Updates

## Participant Survey:

<http://mvw.sd/MLsurvey>

The screenshot shows the Mountain View Whisman School District website. The header includes a search bar and navigation links: Home, About, Academics, Parents, Schools and Programs, District Business, Services and Requests, and For Staff. Below the header is a large image of a school building. The main content area features a sidebar with links to the Monta Loma Perimeter Security Working Group and the Monta Loma Outdoor Improvements Project. The main text area is titled "Monta Loma Outdoor Improvements Project" and includes a map of the project area. The text describes the project's goal to create a comprehensive design for the Monta Loma field and outdoor areas, and mentions the Board of Trustees' approval of Carducci Associates as the architectural design firm. It also includes a link to the "Sharing Monta Loma" updates to the community.

The screenshot shows the "Sharing Monta Loma" newsletter, dated December 2021, Issue 3. The header includes the Mountain View Whisman School District logo and the title "SHARING MONTA LOMA". The main text area is titled "MONTA LOMA OUTDOOR IMPROVEMENTS PROJECT" and describes the project's goal to create a comprehensive design for the Monta Loma field and outdoor areas. It mentions the Board of Trustees' approval of Carducci Associates as the architectural design firm and the City of Mountain View's joint exploration of how to best maximize school/community use of the Monta Loma Elementary greenspace. The newsletter also includes a section for "Email updates" with a link to sign up for email updates, and a "Get in Touch" section with links to the district's social media pages and website. The bottom section is titled "PUBLIC MEETINGS" and provides information about the project kick-off meeting and public meetings, including the date, time, and location. It also includes a "FOCUS GROUPS" section with information about the project's focus groups and a link to the focus group sign-up form.

The screenshot shows the "Monta Loma Outdoor Improvements Survey" form. The form is titled "Monta Loma Outdoor Improvements Survey" and includes a header with the Mountain View Whisman School District logo and the title "SHARING MONTA LOMA". The form is divided into several sections, including a "Survey" section with a list of questions, a "Comments" section, and a "Thank you" section. The "Survey" section includes questions about the respondent's role, their interest in the project, and their preferred communication method. The "Comments" section includes a text area for the respondent to provide additional feedback. The "Thank you" section includes a message from the district and a link to the focus group sign-up form.

# PARTICIPATION GOALS

Review of Participant Takeaways, Actions and Ground Rules

# Participant Engagement

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- **Participant Takeaways**

- Sense of neutral and transparent platform of gathering community input
- Understanding how and when to provide input and get involved
- Opportunity to build consensus of broad understanding of shared needs and solutions

- **Participant Actions**

- Community Input Meetings A-D
- Focus Group Meetings
- Survey

## Ground Rules

**All are welcome to participate. We want you to do the talking. Speak your truth and be authentic.**

**There are no wrong answers. Be bold about asking questions. We hope to hear a wide range of opinions.**

**Share the air. If you feel you are speaking more than others, offer space to encourage dialogue.**

**Please listen and be respectful of all opinions. Accept that constructive disagreements are okay.**

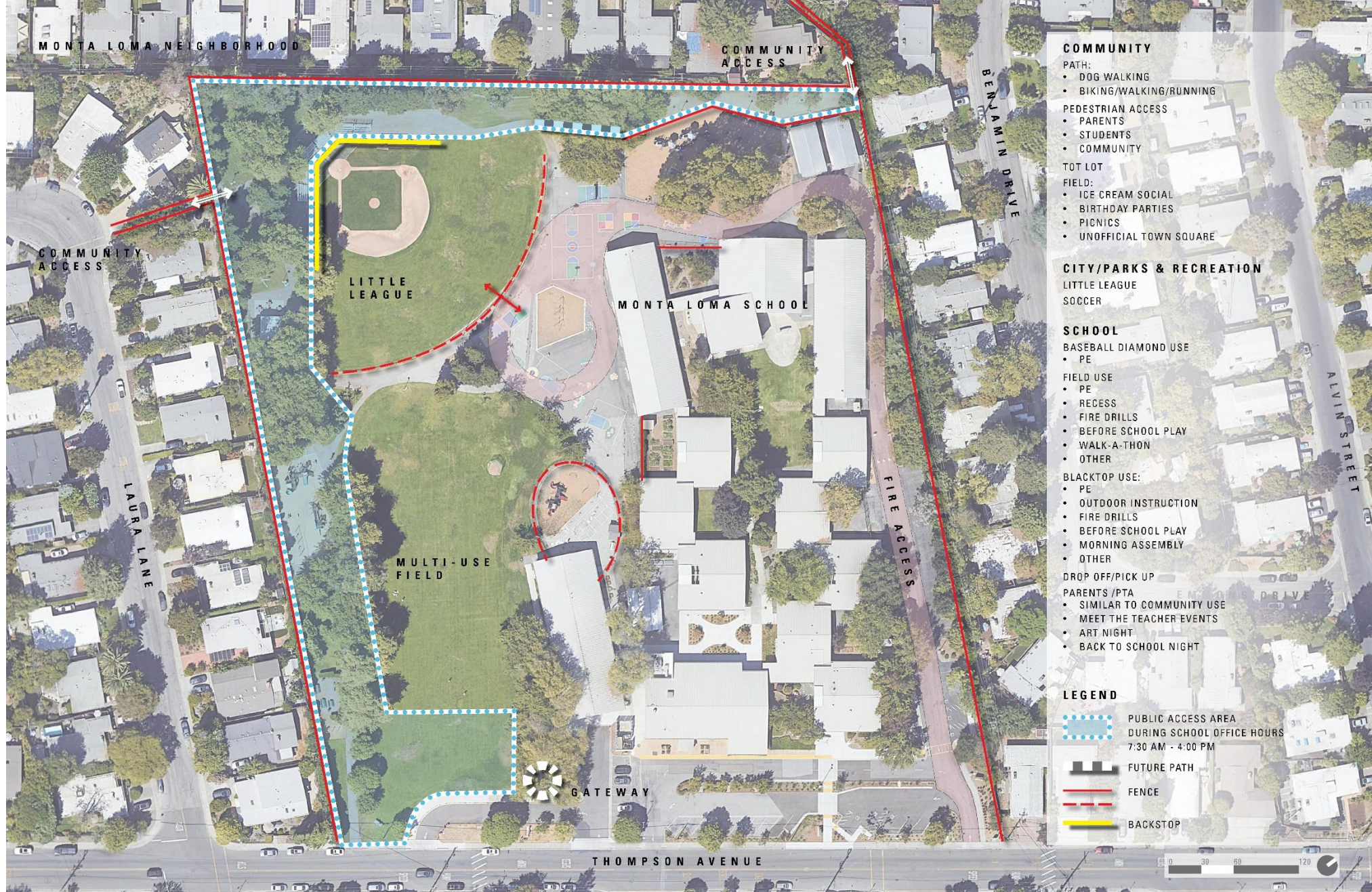
**Assume good intent, be kind, and remember it's not personal.**

**Work together to create solutions all users can support.**

# PRESENTATION EXHIBITS

Review Existing Site Use Plan and Existing Site Photos





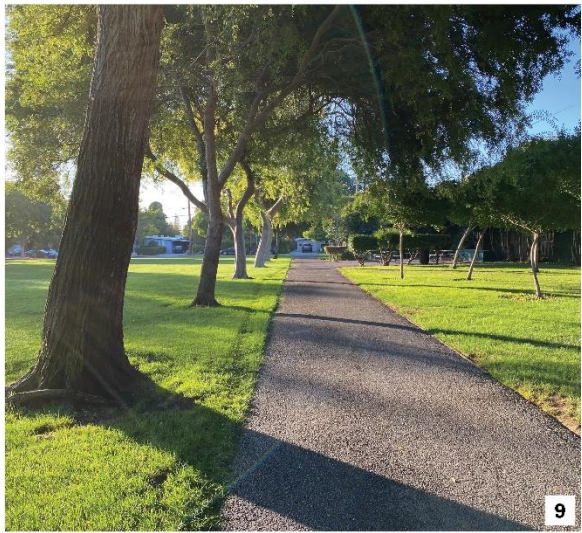




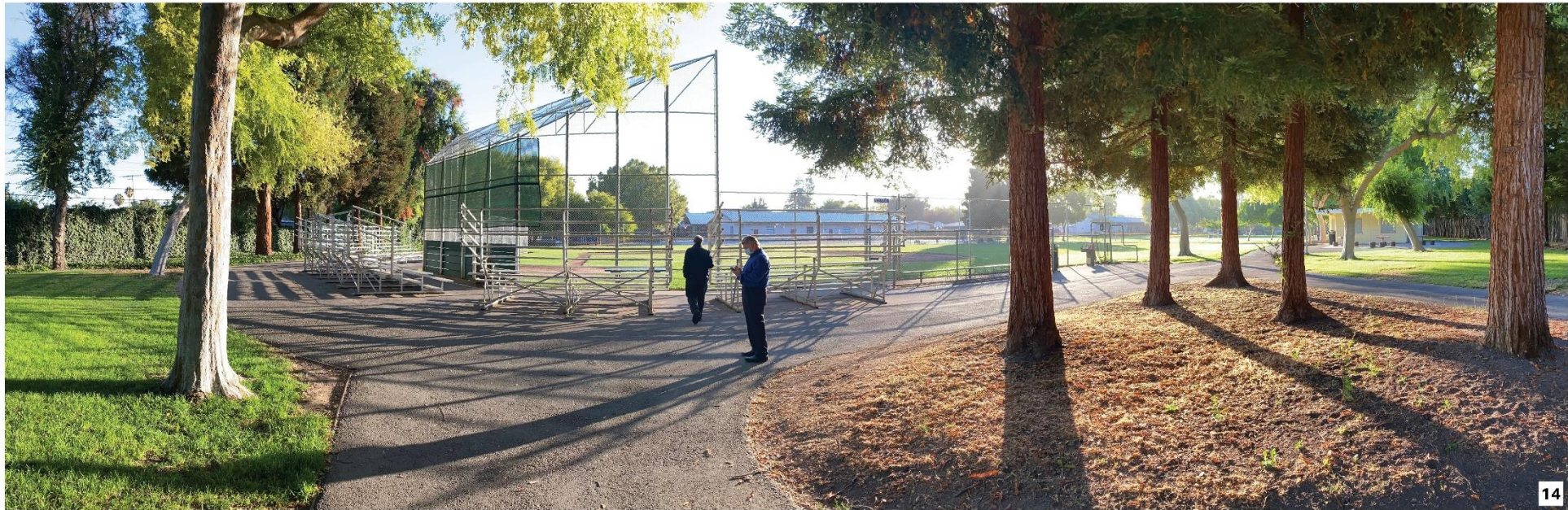
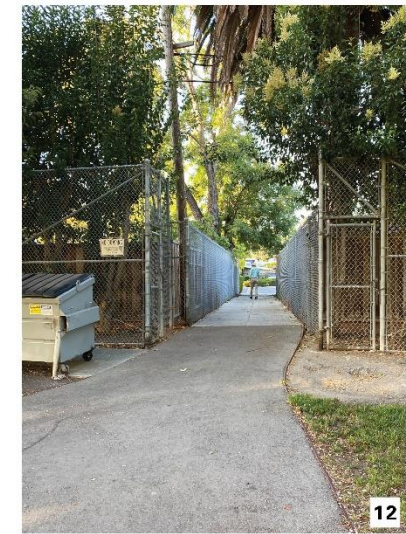








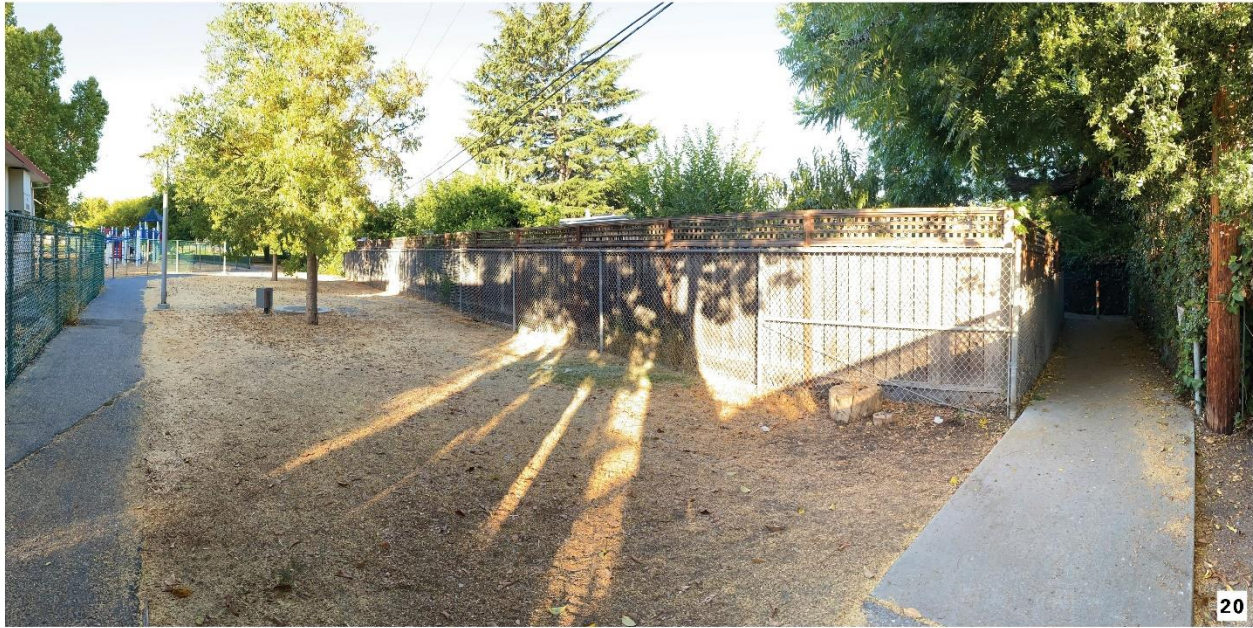














# Wrap-Up

Recap Opportunities for Input



# Recap - Community Input Meetings A & B

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- **Community input meeting A & A Repeat – Public**

- Thursday, January 27 at 6 pm
- Saturday, January 29 @ 10 am (This is repeat of meeting 8 to give public second opportunity to participate)
- First Community input meeting series “A.”
- Recap focus group input & collect community input

- **Community input meeting B & B Repeat – Public**

- Wednesday, February 16 at 6 pm
- Saturday, February 19 @ 10 am (This is repeat of meeting 10 to give public second opportunity to participate)
- Second Community input meeting series “B”
- Present master plan options based on input from focus groups and community meeting A & collect additional input

# Recap - Community Input Meetings C & D

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- **Community input meeting C & C Repeat – Public**

- Wednesday, March 9 at 6 pm
- Saturday, March 12 @ 10 am (This is repeat of meeting 12 to give public second opportunity to participate)
- Third Community input meeting series “C”
- Recap master plan options, present preferred master option & collect input on preferred master plan

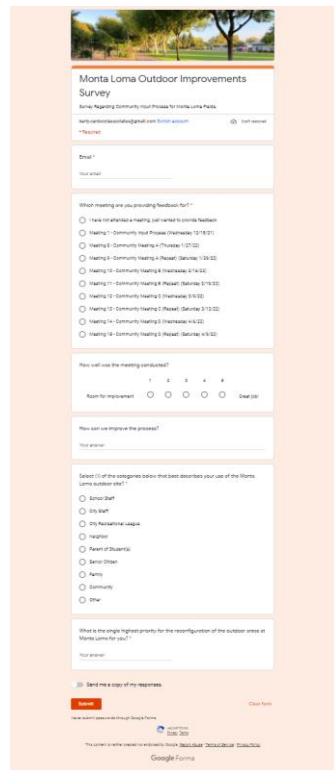
- **Community input meeting D & D Repeat – Public**

- Wednesday, April 6 at 6 pm
- Saturday, April 9 @ 10 am (This is repeat of meeting 14 to give public second opportunity to participate)
- Fourth Community input meeting series “D”
- Present refined master plan & input on refined master plan.

# Recap – Survey and Focus Group

## Participant Survey:

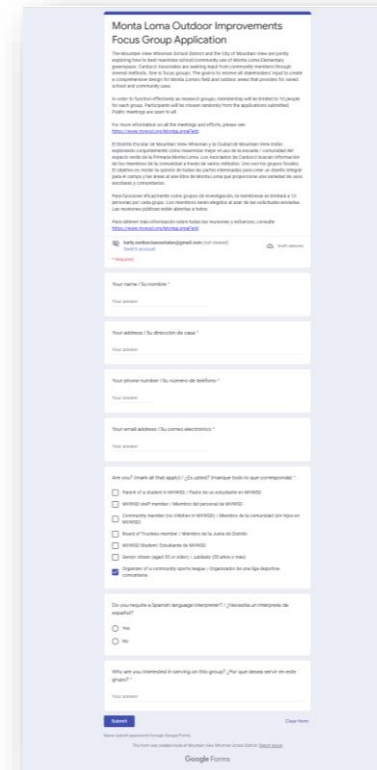
<http://mvw.sd/MLsurvey>



The survey form is titled "Monta Loma Outdoor Improvements Survey" and includes a header image of a park. It contains several sections: a "Which meeting are you providing feedback for?" section with radio button options for various meetings; a "How will you use the meeting conducted?" section with radio button options for "As per improvement" and "Other"; a "How can we improve the process?" section with a text input field; a "Select 1 or 2 categories below that best describe your use of the Monta Loma outdoor area?" section with radio button options for "Senior Center", "City Park", "My Recreational League", "Hobby", "Parent of Student", "Senior Center", "Family", "Community", and "Other"; and a "What is the single highest priority for the reorganization of the outdoor areas at Monta Loma for you?" section with a text input field. At the bottom, there is a "Send me a copy of my responses" checkbox and a "Submit" button.

## Focus Group Sign-Up\*:

<http://mvw.sd/focus>



The application form is titled "Monta Loma Outdoor Improvements Focus Group Application" and includes a header image of a park. It contains several sections: a "Your name (Full name)" section with a text input field; a "Your address (Full address of home)" section with a text input field; a "Your phone number (Full number, no extension)" section with a text input field; a "Your email address (Full email address)" section with a text input field; a "Are you? (Check all that apply)" section with checkboxes for "Resident of Monta Loma", "Monta Loma resident who works in the area", "Monta Loma resident who attends school in the area", "Monta Loma resident who is a student", "Monta Loma resident who is a parent of a student", "Monta Loma resident who is a teacher", "Monta Loma resident who is a coach", "Monta Loma resident who is a volunteer", "Monta Loma resident who is a community leader", "Monta Loma resident who is a business owner", "Monta Loma resident who is a professional", "Monta Loma resident who is a retiree", "Monta Loma resident who is a student", "Monta Loma resident who is a parent of a student", "Monta Loma resident who is a teacher", "Monta Loma resident who is a coach", "Monta Loma resident who is a volunteer", "Monta Loma resident who is a community leader", "Monta Loma resident who is a business owner", "Monta Loma resident who is a professional", "Monta Loma resident who is a retiree"; a "Do you require a Spanish language interpreter?" section with radio button options for "Yes" and "No"; and a "Why are you interested in attending this focus group?" section with a text input field. At the bottom, there is a "Submit" button.

\*Due on  
12/31/21



An aerial photograph of a suburban neighborhood. The image shows a grid of residential streets with houses and trees. In the center-left, there is a large green park area with a baseball field and a playground. The word "Questions?" is overlaid in the center of the image, underlined.

Questions?



# Helpful Links

Monta Loma Fields Website: <https://mvwsd.org/MontaLomaField>

Participant Survey: <http://mvw.sd/MLsurvey>

Focus Group Signup (Due 12/31/21): <http://mvw.sd/focus>

Miro Board Tool Introduction: <https://youtu.be/E4PiBUVHILo>

## Next Public Meeting to Attend:

Thursday, January 27<sup>th</sup> @ 6pm - Community Input Meeting A

Saturday, January 29<sup>th</sup> @ 10am - Community Input Meeting A (Repeat)

Register at: <http://mvw.sd/ML>

*Please stay involved!*

