City of Los Altos

Community Center Master Plan

Staff Workshops

April 15, 2008

AGENDA

- ❑ Agenda Review / CPR
- ❑ Master Plan Process Overview
- ❑ Introduction of Participants
- ❑ Community Service Assessment Review
- ❑ Service Concepts Review
- ❑ **Service Delivery Discussion**
- ❑ **Operational Goals Discussion**
- ❑ Feedback / Next Steps

Context, Purpose and Intended Results

CONTEXT:

As part of our process for the City of Los Altos Master Plan, we are reaching out to staff to help us better understand the service goals and operational considerations for program elements on the Community Center site.

This meeting is meant to be an open and collaborative discussion with staff to assess service and operational goals and concerns for future Community Center facilities. Service Concepts will be reviewed as to how they may enhance the services provided to the community.

Context, Purpose and Intended Results

PURPOSE:

To engage in a detailed discussion about service goals and objectives for your department or group, and to discuss how this program element will best work within the overall Master Plan for the Community Center site.

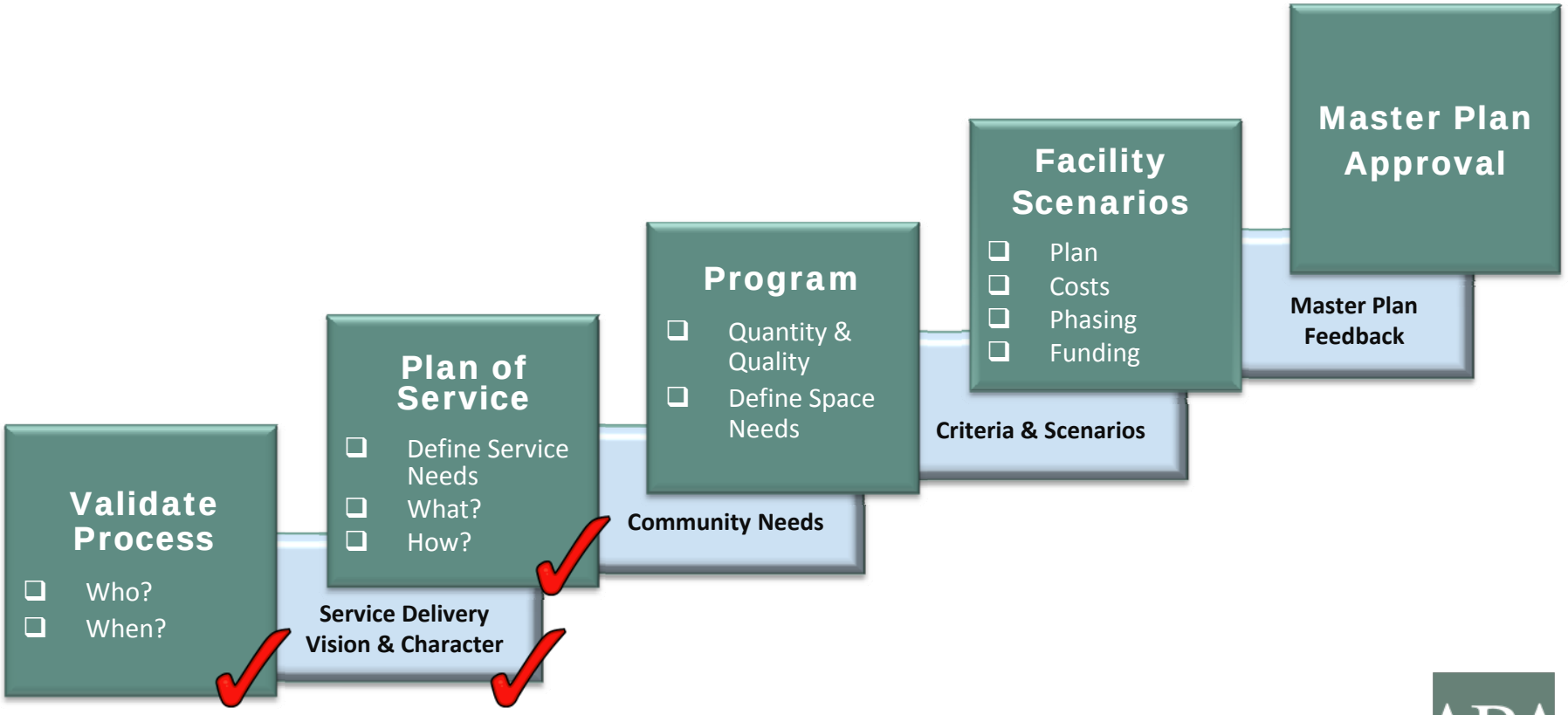
Context, Purpose and Intended Results

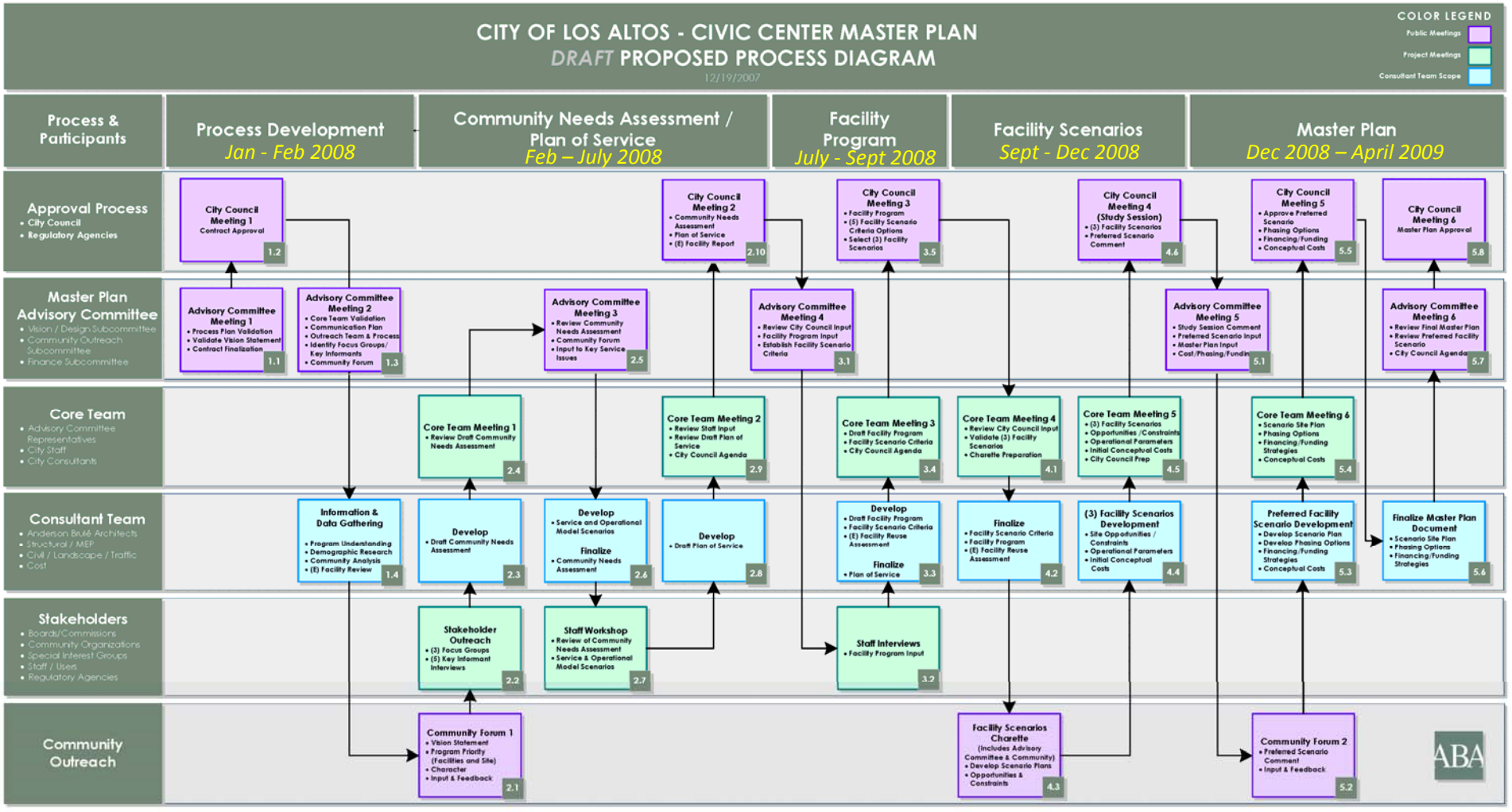
Intended Results:

- ❑ Gain a Shared Understanding of the Master Plan Process and How and Where you may Participate
- ❑ Understand the Assessment of the Current and Future Service Needs & Service Concepts of the Community Center
- ❑ Discuss the Service Delivery Needs for your Department/Group
- ❑ Discuss the Operational Goals/Challenges for your Department/Group

Master Plan Process Overview

Project & Community Process




CITY OF LOS ALTOS - CIVIC CENTER MASTER PLAN
DRAFT PROPOSED PROCESS DIAGRAM
12/19/2007
COLOR LEGEND
Public Meetings
Project Meetings
Consultant Team Scope
Process & Participants
Process Development
Jan - Feb 2008
Community Needs Assessment / Plan of Service
Feb – July 2008
Facility Program
July - Sept 2008
Facility Scenarios
Sept - Dec 2008
Master Plan
Dec 2008 – April 2009
Approval Process
City Council
Regulatory Agencies
Master Plan Advisory Committee
Vision / Design Subcommittee
Community Outreach Subcommittee
Finance Subcommittee
Core Team
Advisory Committee Representatives
City Staff
City Consultants
Consultant Team
Anderson Brulé Architects
Structural / MEP
Civil / Landscape / Traffic
Cost
Stakeholders
Boards/Commissions
Community Organizations
Special Interest Groups
Staff / Users
Regulatory Agencies
Community Outreach
City Council Meeting 1
Contract Approval
1.2
Advisory Committee Meeting 1
Process Plan Validation
Validate Vision Statement
Contract Finalization
1.1
Advisory Committee Meeting 2
Core Team Validation
Communication Plan
Outreach Team & Process
Identify Focus Groups/ Key Informants
Community Forum
1.3
Information & Data Gathering
Program Understanding
Demographic Research
Community Analysis
(E) Facility Review
1.4
Community Forum 1
Vision Statement
Program Priority (Facilities and Site)
Character
Input & Feedback
2.1
Stakeholder Outreach
(3) Focus Groups
(5) Key Informant Interviews
2.2
Develop
Draft Community Needs Assessment
2.3
Core Team Meeting 1
Review Draft Community Needs Assessment
2.4
Advisory Committee Meeting 3
Review Community Needs Assessment
Community Forum
Input to Key Service Issues
2.5
Develop
Service and Operational Model Scenarios
Finalize
Community Needs Assessment
2.6
Staff Workshop
Review of Community Needs Assessment
Service & Operational Model Scenarios
2.7
Develop
Draft Plan of Service
2.8
Core Team Meeting 2
Review Staff Input
Review Draft Plan of Service
City Council Agenda
2.9
City Council Meeting 2
Community Needs Assessment
Plan of Service
(E) Facility Report
2.10
Advisory Committee Meeting 4
Review City Council Input
Facility Program Input
Establish Facility Scenario Criteria
3.1
Develop
Draft Facility Program
Facility Scenario Criteria
(E) Facility Reuse Assessment
Finalize
Plan of Service
3.3
Staff Interviews
Facility Program Input
3.2
Core Team Meeting 3
Draft Facility Program
Facility Scenario Criteria
City Council Agenda
3.4
City Council Meeting 3
Facility Program
(5) Facility Scenario Criteria Options
Select (3) Facility Scenarios
3.5
Facility Scenarios Charette
(Includes Advisory Committee & Community)
Develop Scenario Plans
Opportunities & Constraints
4.3
Finalize
Facility Scenario Criteria
Facility Program
(E) Facility Reuse Assessment
4.2
Core Team Meeting 4
Review City Council Input
Validate (3) Facility Scenarios
Charette Preparation
4.1
(3) Facility Scenarios Development
Site Opportunities / Constraints
Operational Parameters
Initial Conceptual Costs
4.4
Core Team Meeting 5
(3) Facility Scenarios
Opportunities /Constraints
Operational Parameters
Initial Conceptual Costs
City Council Prep
4.5
City Council Meeting 4 (Study Session)
(3) Facility Scenarios
Preferred Scenario Comment
4.6
Advisory Committee Meeting 5
Study Session Comment
Preferred Scenario Input
Master Plan Input
Cost/Phasing/Fundin
5.1
Community Forum 2
Preferred Scenario Comment
Input & Feedback
5.2
Preferred Facility Scenario Development
Develop Scenario Plan
Develop Phasing Options
Financing/Funding Strategies
Conceptual Costs
5.3
Core Team Meeting 6
Scenario Site Plan
Phasing Options
Financing/Funding Strategies
Conceptual Costs
5.4
City Council Meeting 5
Approve Preferred Scenario
Phasing Options
Financing/Funding
Conceptual Costs
5.5
Finalize Master Plan Document
Scenario Site Plan
Phasing Options
Financing/Funding Strategies
5.6
Advisory Committee Meeting 6
Review Final Master Plan
Review Preferred Facility Scenario
City Council Agenda
5.7
City Council Meeting 6
Master Plan Approval
5.8
ABA

Vision Statement Summary

SERVICE

Services will be safe, convenient and comprehensive.

ENVIRONMENT

Environments will support play, learning and gathering and will be configured to connect with the downtown village.

Modern, sustainably designed facilities that are both adequate and useful to the community and of striking architecture, will be located in a beautiful park-like setting.

EXPERIENCE

The Los Altos Community Center will provide a community experience that will serve your public for the next 50 years.

Your Key Issues

- Incorporate Library Expansion
- Expansion of Programs
  - Provide New Recreational Uses
  - Expand Community Programs
  - Improve Senior & Youth Programs
- Promote Los Altos History
- Develop New Green Facilities
- Invigorate the Downtown Village through Visual, Pedestrian & Parking Links
- Aesthetic of the Architecture is Important
- Space for Expanded Program & Staffing
- Meaningful Incorporation of Los Altos Hills in the Master Plan Process

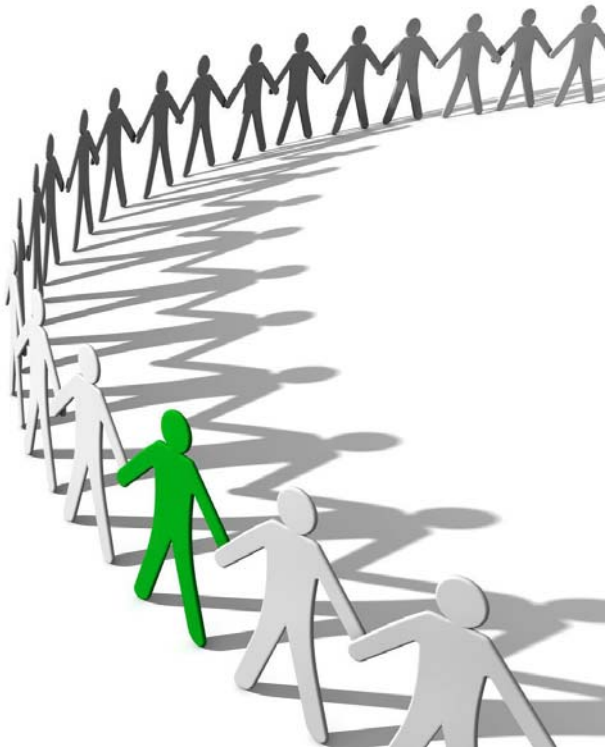
Introduction of Participants

- What is your name and position within your department / group?

Community Needs Assessment Overview

Community Center Service Trends

- Community Gathering Places for All Ages
- Affordable Housing & In-Home Services for Seniors
- Privatization of Culture/Arts
- Privatization of Recreation away from Schools
- Community Work & Social Programs for Youth
- Partnering with Organizations to supplement and enrich programs and services



Los Altos Community Priorities

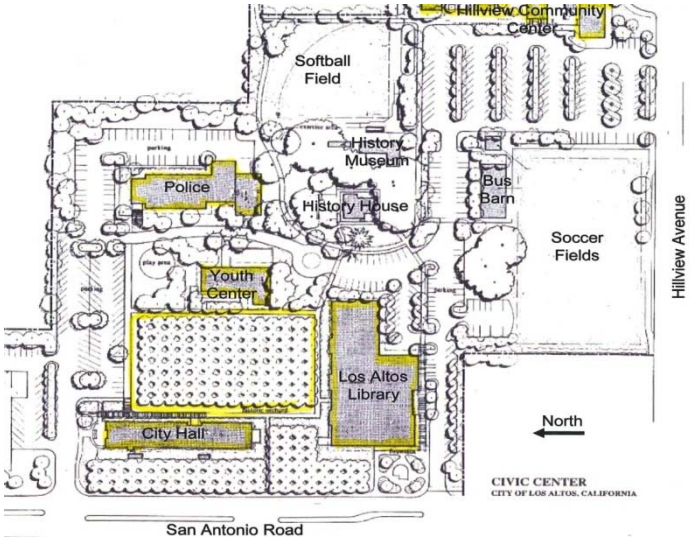
1. City Services (Police & Government Services)
2. Library Services
3. Senior Services
4. Youth Services
5. Recreational Services
6. Large Public Gathering Place
7. Service Organization Support Services
8. Theater
9. History Museum
10. Community Gardens
11. Community Housing for Seniors

Service Elements

- Existing Services – On-Site
  - Police Department
  - Recreation
  - Community Development
  - City Administration
  - City Engineering
  - Community Center
  - Library*
  - Meeting Rooms*
  - Community Theater*
  - Youth Center*
  - Storage*
- Existing Services – Off-Site
  - Fire Department
  - Swim Facility
- New Services
  - Multi-Purpose Community House
  - Senior Center
  - Non-Profit Organization Space

- Site Features
  - Apricot Orchard
  - Parking*
  - Athletic Play Fields (Baseball & Soccer)
  - Small Park & Tot Lot

* = Existing Service noted for significant expansion or revision



Community Center Service Concepts Review

- Government Center
- Lifelong Learning Center – Beyond the Library
- Multi-Generational Facilities
- Environment for Youth/Teens to Work, Belong & Participate
- Community Gathering – Indoor
  - Community Living Rooms
  - Large Social Events
  - Large Multi-Use Presentation Space
- Community Volunteerism/Partner Service Delivery
- Recreation and Leisure Programs
- Community Gathering – Outdoor
  - Community Garden
  - Small Informal Spaces
  - Large Event Space

Service Delivery Discussion

- What are the five **key service delivery goals** of your department?
- What service model benchmarking are you awared of that is successful?
- What potential impacts do you see for your department in the Master Plan? Positive? Negative?
- **Who do you serve? Who serves you?**
- What services can you not currently provide that you need or want?
- What processes in your department currently work well? Which could use refinement/improvement?

Operational Goals Discussion

- What are the three to five **critical operational issues / goals** you have for a new facility?
- What changes to your current operations would you have to make to achieve your operational goals?
- From the public's perspective, which departments / groups should be physically close to one another?
- Who does your department need to be physically adjacent to?

Feedback

- What worked well?

- How can we improve?

Next Steps

- Development of Draft Plan of Service
- Delivery of Draft Reports to City Council (May 27th, 2008)
  - Draft Community Needs Assessment
  - Draft Plan of Service
  - Draft Existing Facility Assessment
- Development of Facility Program
  - Staff Interviews for Program Input: June 3rd and 4th, 2008

Thank you!