



City of Los Altos

Community Center Master Plan

City Council Study Session

June 10, 2008



ABA



Agenda

- ❑ ABA Presentation on Progress to Date (1 hour)
 - Context, Purpose and Intended Results
 - Master Plan Process Overview
 - Overview of Community Needs Assessment
 - Overview of Existing Conditions Analysis
 - Overview of Plan of Service
 - Recommended Next Steps
- ❑ Community Comment Period (15 minutes)
- ❑ Council Discussion and Direction (1 hour)
- ❑ Overview of Next Steps in the Master Plan Process (15 minutes)



AGENDA

Context

ABA was selected to develop a Master Plan for the Los Altos Community Center in late January. The process has been defined, efforts have been underway for almost five months, and much progress has been made.

The project team has undertaken outreach to the community and staff and assessed the service needs identified through these processes.

Proposed service priorities and potential service concepts for the Community Center site have been developed. An assessment of the existing facilities condition has been completed, and potential challenges for reuse of these facilities have been developed.

Recommended next steps have been outlined, and direction from Council is required on how to proceed.



AGENDA

Purpose

This Council Study Session will be the first review of the draft Executive Summary, Community Needs Assessment, Existing Conditions Analysis and Plan of Service documents, a presentation of the findings to date, and a summary of next steps in the process.



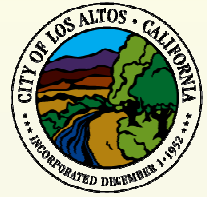
AGENDA

Intended Results

- ☐ Shared Understanding of the Community Needs Assessment Insights
- ☐ Shared Understanding of the Existing Conditions Analysis Insights
- ☐ Shared Understanding of the Identified Service Priorities and Concepts
- ☐ Direction from Council for Next Steps in the Master Plan Development
- ☐ Approval of the Reports Developed to Date:
 - Executive Summary
 - Community Needs Assessment
 - Existing Conditions Analysis
 - Plan of Service



Master Plan Process Overview



City Council Findings

We Must Do Something

- Buildings Are in Need of Repair
- Poor Site Access and Traffic Flow
- Inadequate Parking
- Inadequate Senior, Youth and Recreational Facilities
- New Space (City Hall and Police Station)
- 18 Acre Site is Very Under Utilized

Community Workshop (December 2007)



City Council Initiative Appointed Task Force

- Develop Vision Statement
- Begin Public Engagement
 - discuss needs and site potential
 - seek community input
- Report Back to City Council

Community Workshop (December 2007)



Task Force

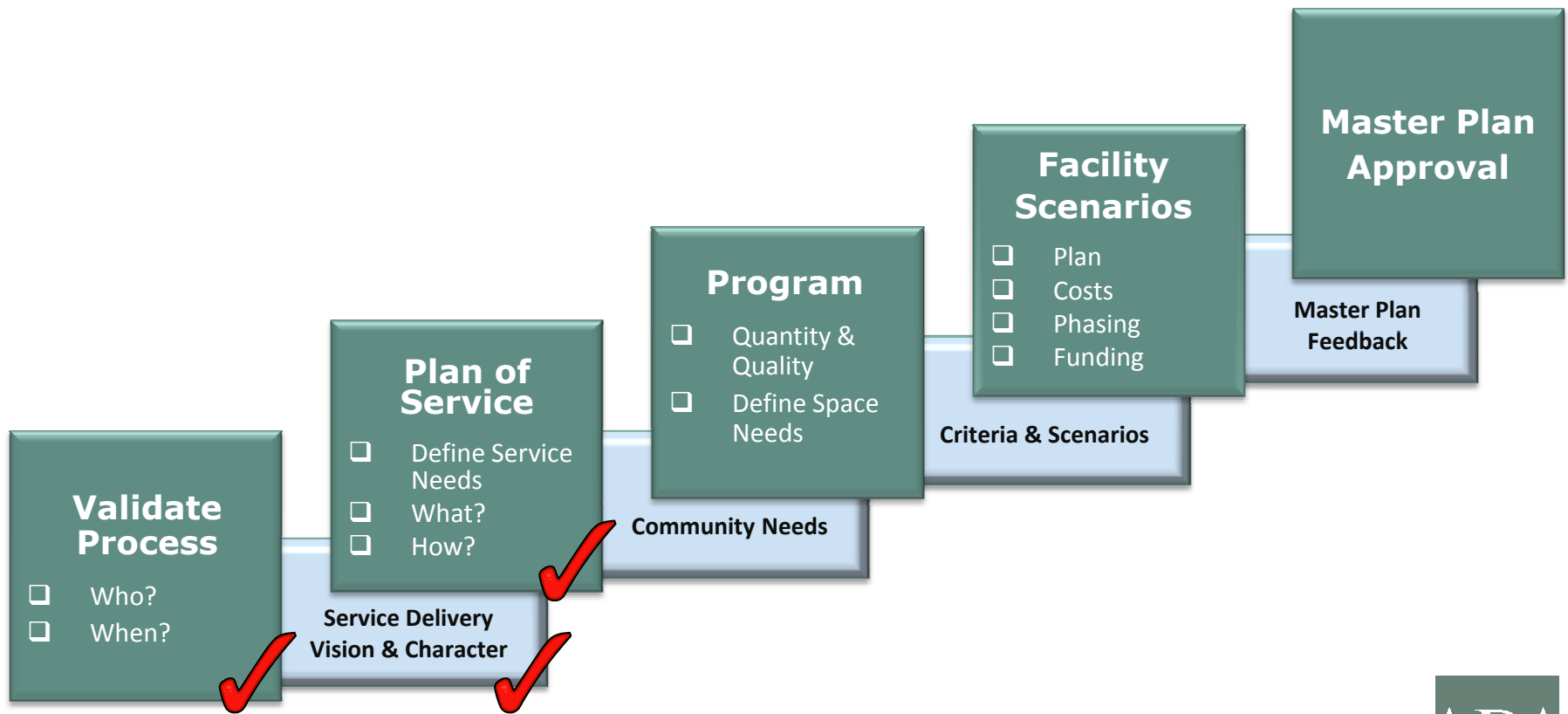
What They Have Done

- Visited Other Community Centers
- Defined What Could Be in New Community Center
- Completed a Vision Statement – Defined Site Potential
- Prepared a Plan for Public Outreach
- Issued Request for Proposals and Interviewed Architects to Develop a Community Center Master Plan
- Selected **Anderson Brulé Architects**

Community Workshop (December 2007)



Project & Community Process



CITY OF LOS ALTOS - COMMUNITY CENTER MASTER PLAN PROPOSED PROCESS DIAGRAM

5/20/2008

COLOR LEGEND

Public Meetings

Project Meetings

Consultant Team Scope

Process & Participants

Process Development

Jan-Feb 2008

Community Needs Assessment/ Plan of Service

Feb-May 2008

Facility Program

May - July 2008

Facility Scenarios

July - Oct 2008

Master Plan

Oct 2008 - March 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

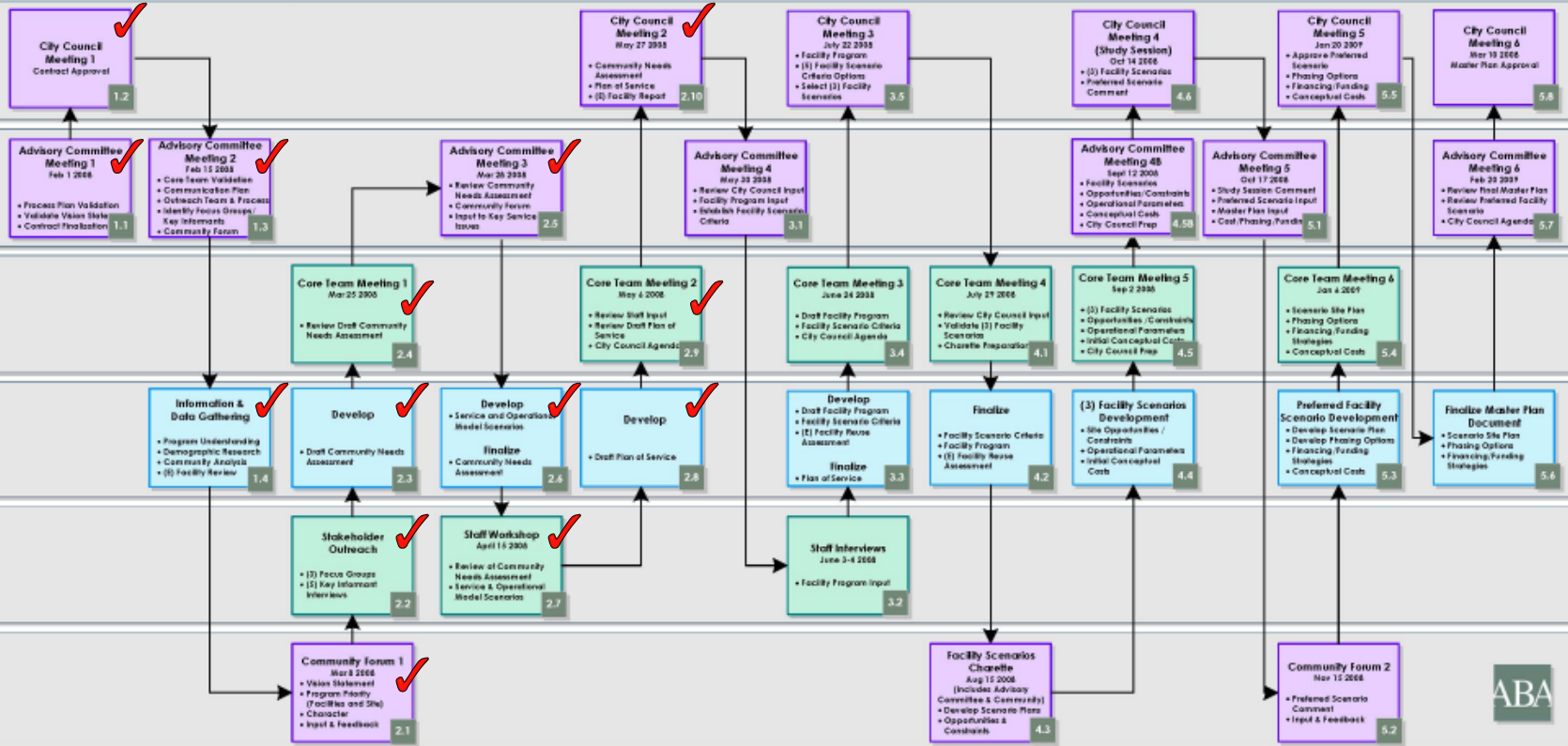
Consultant Team

• Anderson B&B Architects
• Structural / MEP
• Civil / Landscape / Traffic
• Cost

Stakeholders

• Boards/Commissions
• Community Organizations
• Special Interest Groups
• Staff / Users
• Regulatory Agencies

Community Outreach



SERVICE + ENVIRONMENT = EXPERIENCE



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.

SERVICE + ENVIRONMENT = EXPERIENCE





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





Community Needs Assessment





Community Outreach: Community Forum

- ❑ ~90 Attendees Signed In
- ❑ Participants Noticed From:
 - Town Crier ~25 people
 - Email Campaign 50%
 - Postcards ~10 people
 - Phone Calls 75%
 - Community Groups 8 people





Community Forum: Service Exercise

☐ Interview Your Neighbor – *10 minutes*

- Overview of Program Elements
- What do you appreciate about the services you receive? What works well?
- What would you like to be able to do or have access to at the Community Center, but currently cannot?
- Do you have any concerns associated with the planning of the Community Center? Do you feel other community needs are not being met?
- Describe your ideal visit to the Los Altos Community Center in 10 years. What is the experience? What are you doing?
- From the City's perspective, what do you see as the top priorities for the services for the Community in the future?

☐ Large Group Discussion – *40 minutes*



Community Forum: Service Exercise *Insights*

❑ Library

- View to the Orchard is Appreciated
- More Adult Programs were Requested
- Connectivity of the Library to Other Community Services is Desired

❑ Youth Services

- Multi-Purpose Space for Meeting and Sports, Unstructured Activities
- Work Opportunities to Enhance Civic Engagement

❑ Senior Services

- Need Better Facilities and Better Services in General
- Senior Housing Proximity to Site and Downtown Is Desired

❑ Recreational Facilities

- Support Multiple Sports (Baseball, Soccer, Tennis, etc.)
- Community Pool – Strong Support from this Group





Community Forum: Service Exercise *Insights*

- ❑ Community Assembly Spaces (Indoor & Outdoor)
 - Flexible and Varied Sizes with More Spaces than Currently Available
 - Affordable Rental for Community Groups
(Request to add 'Economic' to Vision Statement)
- ❑ Theater / Bus Barn
 - Potentially Downtown Location
 - Theater Leadership Concerned with Moving Off-Site
 - Multi-Purpose Facility / Rehearsal Hall Need to be Adjacent
- ❑ Children's Programs
 - Current Programs are Good and Children's Corner is Appreciated
 - Increase in Young Families in the Community – Needs to Support Growth
- ❑ City Offices
 - Enjoy the Small-Town Feeling / Village
 - Like Accessibility to Staff
 - Better Facilities for City Staff and Employees



Community Forum: Service Exercise *Insights*

□ Exterior

- Emphasis on Natural Beauty
- Indoor/Outdoor Connection
- Civic Engagement is Important
- Flexible Community Gathering Spaces
- Visibility of Community Center from San Antonio – Face to the Community
- Connection to Downtown – Physical, Visual and Services
- Orchard - Los Altos Historic Asset

□ Access and Parking

- Strong Preference for Underground Parking
- More Accessible Traffic Flow and Parking Facilities
- Less Visual Emphasis on Car Traffic on Site
- Use of Public Transit and Possible City Shuttles





Community Forum: Character Definition Exercise

- ❑ Image Dot Exercise – *10 minutes*
 - Forms
 - Materials
 - Interior Spaces
 - Landscape Elements
 - Architectural Style
- ❑ Key Word Definition and Image Discussion – *30 minutes*
 - Why does this image represent the Los Altos Community Center?
- ❑ Large Group Discussion – *30 minutes*



Community Forum: Character Definition Discussion *Insights*

☐ Consistent Preferences

- Open, Light-Filled Spaces
- Natural Materials (Wood & Stone as an Accent), Familiar and Casual yet Traditional
- Human-scaled Buildings and Detailing
- Consistent Palette, but Buildings Specific to Use

☐ Site Aesthetic

- Desire for Park-like, Open Space
- Views of Orchard, ability to use the space
- Outdoor Community Gathering Areas & Indoor/Outdoor Connection

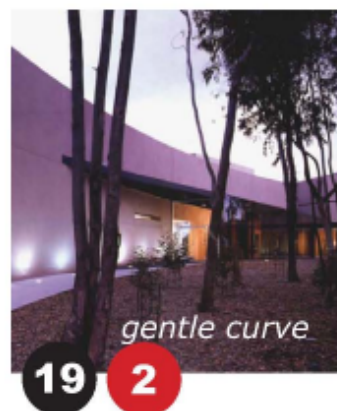
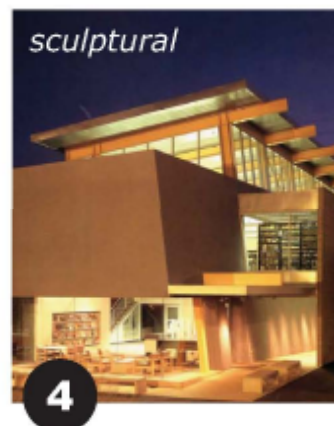
☐ Architectural Style

- Early Californian, Craftsman and Ranch Style References
- Use of Porticoes and Shading Devices
- Not Modern, Urban or Institutional
- Contextual with Los Altos





Community Forum: Character Definition Results - FORM

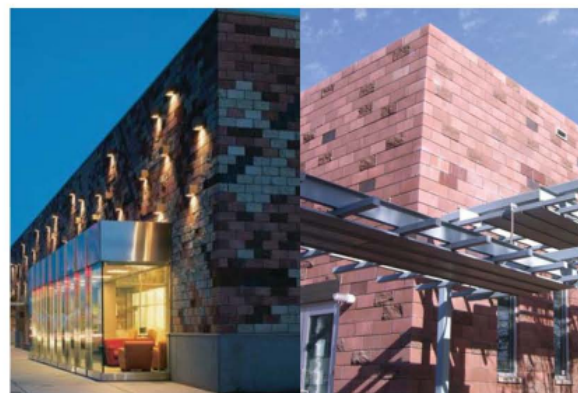




Community Forum: Character Definition Results - MATERIALS



metal



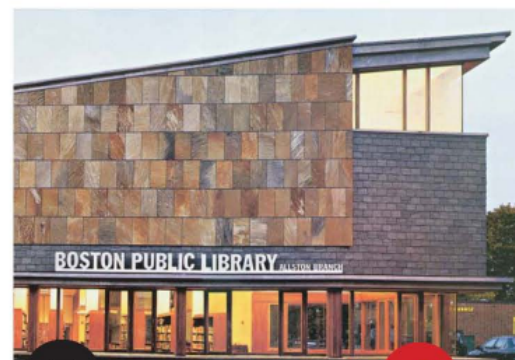
concrete block



cement plaster



56 *wood & stone* **4**



5 *slate & glass* **1**



Community Forum: Character Definition Results - INTERIORS



5

intimate



12



17

8

light-filled



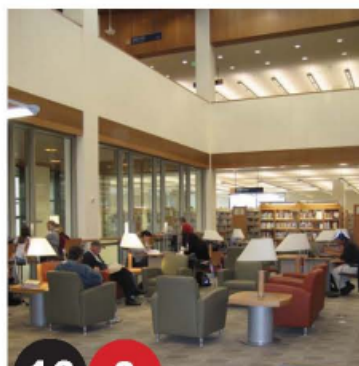
16

6



5

orderly



16

3

open



dramatic

SERVICE + ENVIRONMENT = EXPERIENCE





Community Forum: Character Definition Results - EXTERIORS



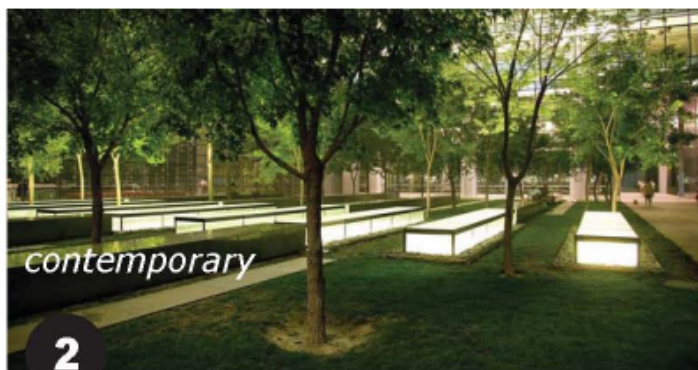
26

16



35

9



2



4

1



Community Forum: Character Definition Results - STYLE



SERVICE + ENVIRONMENT = EXPERIENCE





Community Outreach: Community Survey

☐ 630 Responses (558 online, 72 paper)

- General Satisfaction with Services; Dissatisfied with Poor Facilities Condition
- 70% either Would or May Support a Bond Measure
- Reached Teen Demographic, Further Outreach Still Recommended
- Reached Non-Resident Users (Mountain View, Palo Alto, & Sunnyvale)

☐ Usage

- Primarily Weekday, Morning and Afternoon
- Weekly – Hillview / Senior Center
- Weekly/Monthly – Library, Park & Recreation
- Biannually/Annually – History House, City Services





Community Outreach: Community Survey

☐ Service Priorities

▪ Library	58.6%
▪ City Services	53.2%
▪ Parks and Recreation	47.2%
▪ Senior Center & Senior Services	40.6%
▪ History Museum	40.0%
▪ Theater	36.5%
▪ Youth Services	34.6%
▪ Community Pool	30.7%

☐ Community Center Priorities

▪ Safe Buildings and Infrastructure	64.0%
▪ Support Youth and Development	62.6%
▪ Parks and Open Space and Recreation Opportunities	62.0% and 59.3%
▪ Promotes a Sense of Community	55.0%



Community Center Impressions: Survey

☐ Positive

- Community Spirit and Involvement
- Small Town Atmosphere
- Historical Tradition
- Education Opportunities

☐ Negative

- Old Buildings
- Little Civic Presence
- Community Programs Cater to Non-Working Adults
- Condition of Orchard



Community Survey *Insights* (1)

- ❑ Highest Priority for Facility Improvement
 - Hillview Community Center (29.5%)
 - Parks and Recreation (15.5%)
 - Library (15%)
 - Senior Center (14.5%)
- ❑ Library
 - Very Satisfied
 - Little Improvement Needed
- ❑ City Services
 - Essential
 - High Service Satisfaction
 - Dissatisfied with Facilities Condition and Function
- ❑ Park and Recreation
 - Satisfied with Quality
 - Strong Demand for More Programs and More Fields
 - More Classes and Indoor Exercise



Community Survey *Insights* (2)

❑ Hillview Community Center

- Majority of Comments Regarding:
 - Senior Center
 - Children's Corner Program
- High Priority Service
- Least Satisfaction with Facilities Condition

❑ History House

- Very Satisfied
- Little Improvement Needed

❑ Theater

- Not Marketed Well
- Inadequate Facilities for Function
- Some Dissatisfaction with Breadth of Programming
 - Movies
 - Adult Lecture



Community Outreach: Focus Groups

- ❑ 3 Focus Groups held on 3/13/08
 - 14, 9 and 10 Attendees
 - Broad Range of Demographic Representation
 - Strong Service Group Representation
- ❑ User Group Focus
 - Programs for Youth – Structured and Non-Structured
 - Programs for Seniors to Engage in a Wide Range of Activities
 - Health and Wellness
 - Leisure, Learning and Social Interaction
 - Multi-Generational Facilities – Not Isolating the Senior Population
 - Lifelong Learning Center – Beyond the Library
 - Civic Services Center - Easy Access to City Business Needs
 - Community Volunteerism/Partner Service Delivery





Community Outreach: Focus Groups

☐ Service Priorities Insights

- City Services and Police
 - As a Given on the Site - 2 Focus Groups
 - Could Be Moved Off-site if Space Available – 1 Focus Group
- Community Meeting Spaces
 - Essential to Community Volunteerism
 - Delivery of Partner Services through This Space
- Library – Key to Lifelong Learning But Goes Beyond Library
- Senior Center – Social Gathering and Well-Being
- Youth Programs – Civic Engagement, Safe Social Setting
- Recreational Pool and Fields – Exercise & Leisure, Alternative /Supplemental to School Programs
- Theater – Cultural/Arts Opportunities



Community Outreach: Key Informants

❑ 6 Interviews (Held from 3/12 through 3/20)

- Alex Myers
- Bob Grimm
- Brad Lyman
- Charlene Geers
- Kathy Lera
- Katie Matice





Community Outreach: Key Informants

❑ Service Insights

- Library as a Key Component for the Community
- Senior Center and Senior Services as Key Service Elements
- Youth Programs Require More Support and Better Facilities
- Recreational Fields Need Improvement and Need More
- Include Orchard as Reference to Los Altos History
- Support for Young Families / Children's Activity on Site
- Performing Arts Facilities for the Community

❑ Community Center Site Priorities

- Cross-Utilization of Services on Site
- Space for Multi-Functional Community Gathering and Activity
- Park-Like Atmosphere / Open Space / Underground Parking
- Clear Community Value for Investment to Benefits



Research and Data Gathering



Existing Reports

- ☐ Los Altos Library Needs Assessment Report
- ☐ Los Altos Community Swim Center Draft Environmental Impact Report
- ☐ Space Allocation Study
- ☐ Enrollment Forecast Update for Los Altos School District
- ☐ Benchmarking from Task Force Site Tours
- ☐ Civic Center Orchard Management Plan
- ☐ Community Center Site Property Deeds
- ☐ Current Community Center Partnering Organization Listing





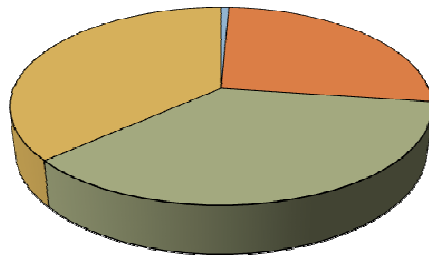
Community Characteristics

- ❑ Strong Ties to Los Altos History and Culture
 - History of the Community's Agricultural Past
 - Village Atmosphere of the Community
- ❑ Highly Educated Population
 - Place High Priority on Education and Continuing Education (Life-long Learning)
 - Support of and Participation in Arts and Culture is Widespread
 - High Civic Engagement & Volunteerism
- ❑ Population is Anticipated to Remain Stable
 - Median Age to Increase from 44.6 to 47.8
 - Property Turnover is Slightly Higher than for Santa Clara County
 - Ethnic Diversity Will Increase
 - No Large Increase in Young Student Population (Has Already Occurred)

Los Altos Demographics (2000 Census)

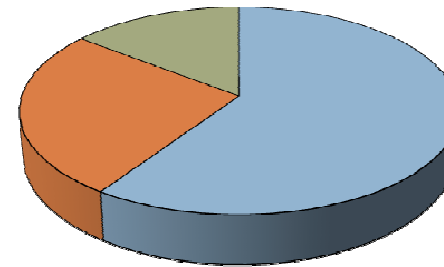


Education



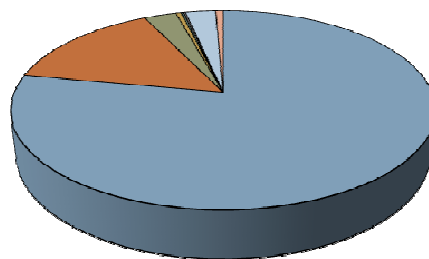
- 0-8 years of school
- H.S. Graduate or higher
- Bachelor's degree or higher
- Graduate or Prof. degree

Household



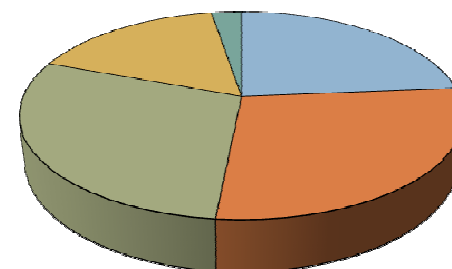
- Family (no children under 18 yrs)
- Family (w/ children under 18 yrs)
- Single

Race



- White
- Asian
- Hispanic/Latino
- Black / African American
- North American Native
- Pacific Islander
- Two or more
- Other

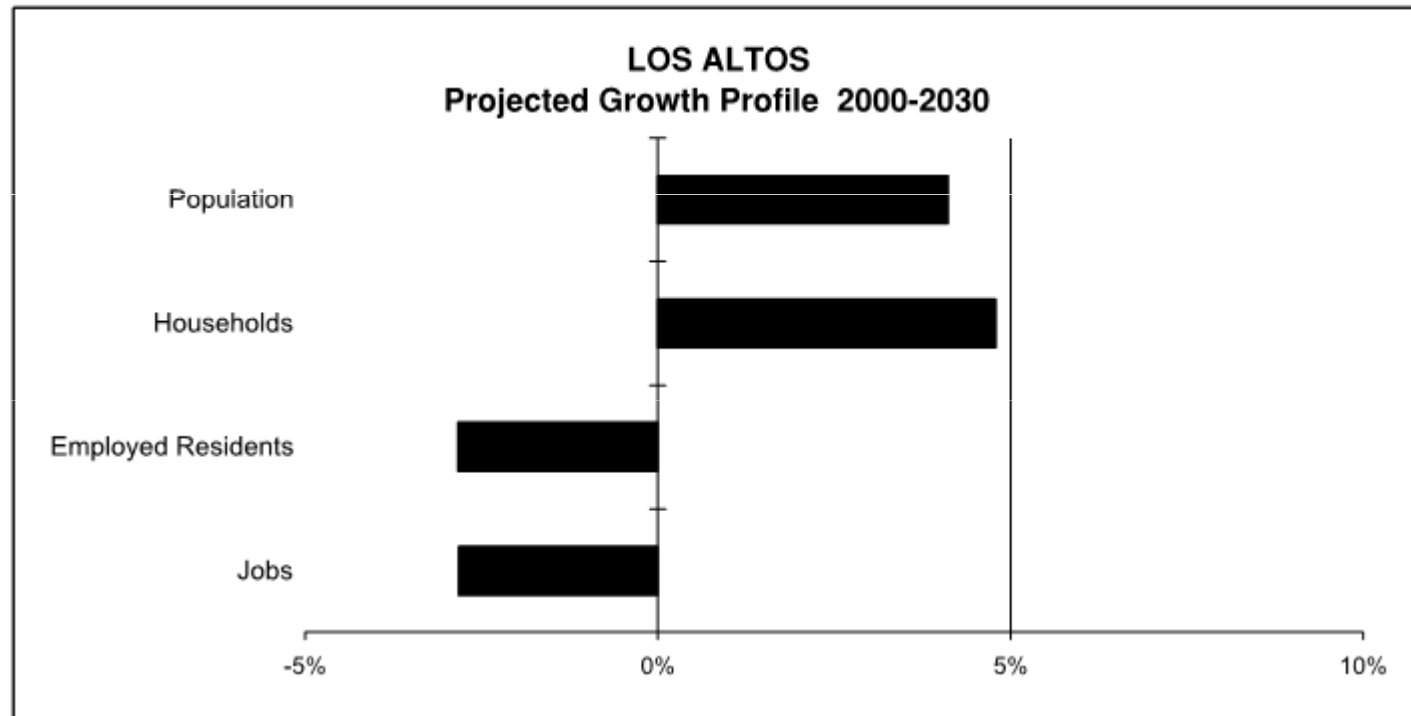
Age Group



- under 18
- 18-44
- 45-64
- 65-84
- 85+



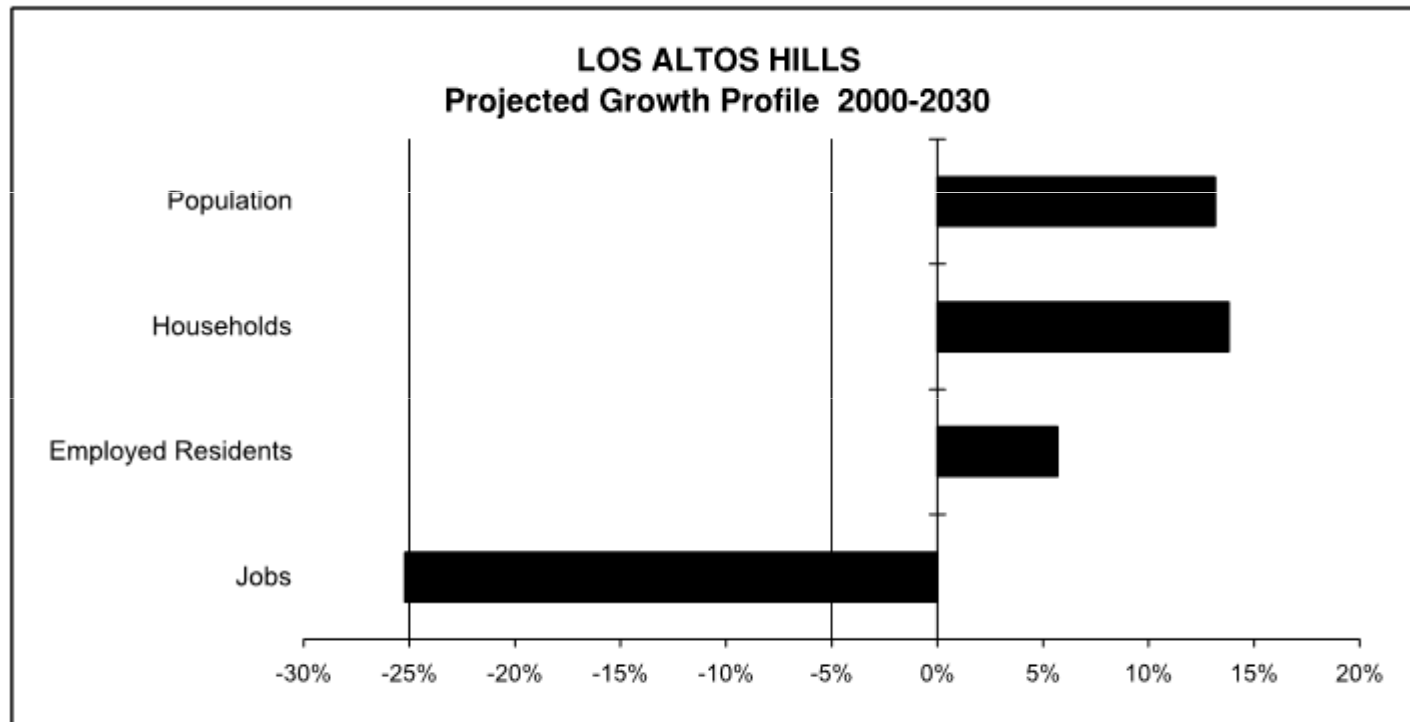
Los Altos Growth Projections (2000-2030)



Source – Excerpted from Projections 2005 published by the Association of Bay Area Governments



Los Altos Hills Growth Projections (2000-2030)



Source – Excerpted from Projections 2005 published by the Association of Bay Area Governments





Future Service Trends

- ☐ Community Places
- ☐ Affordable Housing near Downtown
- ☐ In Home Services for Seniors
- ☐ Privatization of Cultural/Arts
 - Supplement to School Programs for Youth
 - Increase Public Art and Public Art Programs for Adults
- ☐ Privatization of Recreation and Sports Away from Schools
- ☐ Community Work Programs for Youth
- ☐ Partnering with Other Organizations



Los Altos Community Priorities

1. City Services
(Civic Services & Police)
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 Gathering Spaces
11. Community Housing for Seniors





Community Center Service Concepts

- ☐ Civic Services 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



Existing Conditions Analysis





Existing Conditions Analysis

□ Key Issues

- Seismic Code Insufficiencies
- Police Facility does not meet Essential Services Code Requirements
- Emergency Operations Center does not meet Code Requirements
- Mechanical Systems have Exceeded Usable Life Span
- Accessibility Requirements Shortfalls throughout Site
- Lack of Technology Infrastructure Flexibility
- Parking Shortfalls throughout Site
- Age of Structures is beyond Typical Beneficial Life
- Alignment with Proposed Services will be Challenging in Existing Locations
- Library Expansion Reaching Effective Limits



Assessment Category	City Hall	Hillview Community Center	Library	Police Department	Youth Center	Bus Barn Theater	Remarks
Age of Structure							
> 40 Years	X		X		X		
> 50 Years		X				X	Bus Barn age is approximate
> 60 Years		X					Hillview buildings built approx. 1940's - 50's
Type of Construction							
Steel Frame	X		X	X	X		Steel framed buildings with wood roofs
Wood Frame		X					
Concrete				X			Police building includes concrete basement
Metal / Pre-fabricated						X	
Age of Most Recent Renovation / Repair							
10 Years		X	X			X	Hillview - roof repair within 10 yrs Bus Barn - new roof & HVAC within 10 yrs
20+ Years	X	X		X	X	X	All buildings (other than Hillview) have been painted recently and routinely
Age of HVAC Systems							
> 10 Years			X			X	Library HVAC system upgraded approx. 1996 Bus Barn HVAC system is inadequate for use
> 20 Years	X						Past improvements to City Hall HVAC system have reached end of serviceable life
> 30 Years	X						
> 40 Years		X		X	X		Youth center is equipped with heating only Hillview radiant system has failed



Existing Conditions Recommendations

- ☐ History House and History Museum to Remain
- ☐ City Hall, Community Center, Police Department, Youth Center and Bus Barn Theater Facilities
 - At the End of their Useful Life
 - Recommended that they Not Be Considered in the Master Plan Layouts
- ☐ Library Facility
 - Physical Condition
 - Operational Condition
 - Site Location Constraints
- ☐ Site Features
 - Orchard
 - Athletic Fields Location Constraints
 - Connection to Downtown



Plan of Service





City of Los Altos Service Mission

The mission of our city staff, council, commissions, committees and volunteers is to foster and maintain the City of Los Altos as a great place to live and to raise a family.

To accomplish this we shall:

- ☐ assure responsive and reliable police, fire, sewer, garbage, cable TV and animal control services
- ☐ maintain and improve city streets, parks, and municipal facilities
- ☐ provide leadership and oversight in city-wide planning and construction to assure orderly, safe, and attractive development
- ☐ encourage and regulate local businesses to provide the products and services needed by residents and property owners, where they need them
- ☐ provide recreation facilities and services, especially for families and senior citizens
- ☐ preserve our historical and cultural roots
- ☐ maintain liaison and cooperation with local schools, organizations and agencies, neighboring cities, and the county, region, state, and federal governments to fulfill our obligations and take advantage of our opportunities
- ☐ nurture and promote the traditions of volunteerism, philanthropy, and participation that transform our city into a vibrant, caring community



Staff Service Delivery Input Process

☐ Staff Workshops

- City Administration
- Community Development Department
- Police Department
- Recreation Department (with Senior Center and Youth Group representatives)
- Interactive Cross-Functional Discussion with Representatives of All Groups

☐ Staff Questionnaires

- Service Goals
- Operational Goals
- Service Delivery Methodology





POS – Service Goals

- ☐ Open, Accessible and Visible to the Public
- ☐ High Quality, Affordable and Meaningful Personal Level of Service
- ☐ Principle & Value-Based Services Rather than Rule-Driven Services
- ☐ Provide Choice of Access to the Public (Personal or Electronic)
- ☐ Provide Transparent and Self-Serve Access to Information
- ☐ Meet the Diversity of Community Service Needs through Partnering and Volunteerism
- ☐ Promote Health and Wellness for the Community and Staff
- ☐ Strive to Benefit the Entire Community in a Way that is Balanced, Fair and Equitable to Everyone





POS – Operational Goals

- ❑ Provide Welcoming, Centralized Point of Service
- ❑ Campus Concept of Organization
- ❑ Opportunities for Multi-Generational Interaction yet Maintain Separateness as Appropriate
- ❑ Provide Support Spaces Categorized by Function
- ❑ Allow for Zoning of Activities to meet Multi-Functional Needs
- ❑ Provide Security and Safety while Maintaining Small Town Feel, Openness and Accessibility
- ❑ Support Health and Wellness with the Provision of Exercise and Showering Facilities





Partner Organizations Presentations

- ❑ **AYSO**
 - Retain Soccer Fields and Increase Field Size
 - Sports Associations Dedicated Meeting Room
- ❑ **Little League Association**
 - Increase in Field Size
 - Indoor Batting Cage
 - Sports Associations Dedicated Meeting Room
- ❑ **Swim Facility**
 - Community Competition Pool, Training Pool and Water Play Feature
 - Concession / Picnic Area
- ❑ **Library**
 - Increase in Library Size to Accommodate Program Growth
 - Library Needs Assessment
- ❑ **Bus Barn Theater**
 - Increase in Theater Capacity to 200 Seats
 - Accessory Spaces to Support Theater
- ❑ **Senior Center**
 - Recreational, Learning and Social Programs
 - Warm Water Therapeutic Pool
 - Library Proximity





Plan of Service (POS) – Service Concept

☐ *Civic Services & Community Information Hub*

- Principle and Value Based Service
- Easily Accessible, Up-to-Date, Accurate Information

☐ *Community Engagement & Collaboration*

- Ongoing, Adaptability to Community Needs
- Meaningful, Personalized Human Interaction
- Symbiotic Relationship Volunteerism and Service Organizations

☐ *Lifelong Learning & Enrichment*

- Community Learning as a Way of Life
- Cultural and Arts Experiences

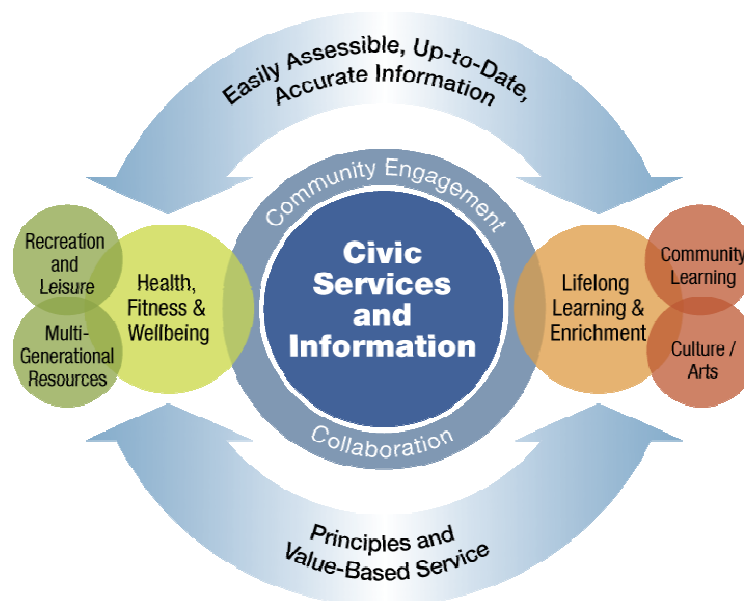
☐ *Health Fitness & Wellbeing*

- Holistic Approach to Resources for Multi-Generational Community
- Recreation and Leisure Activities for Whole Community



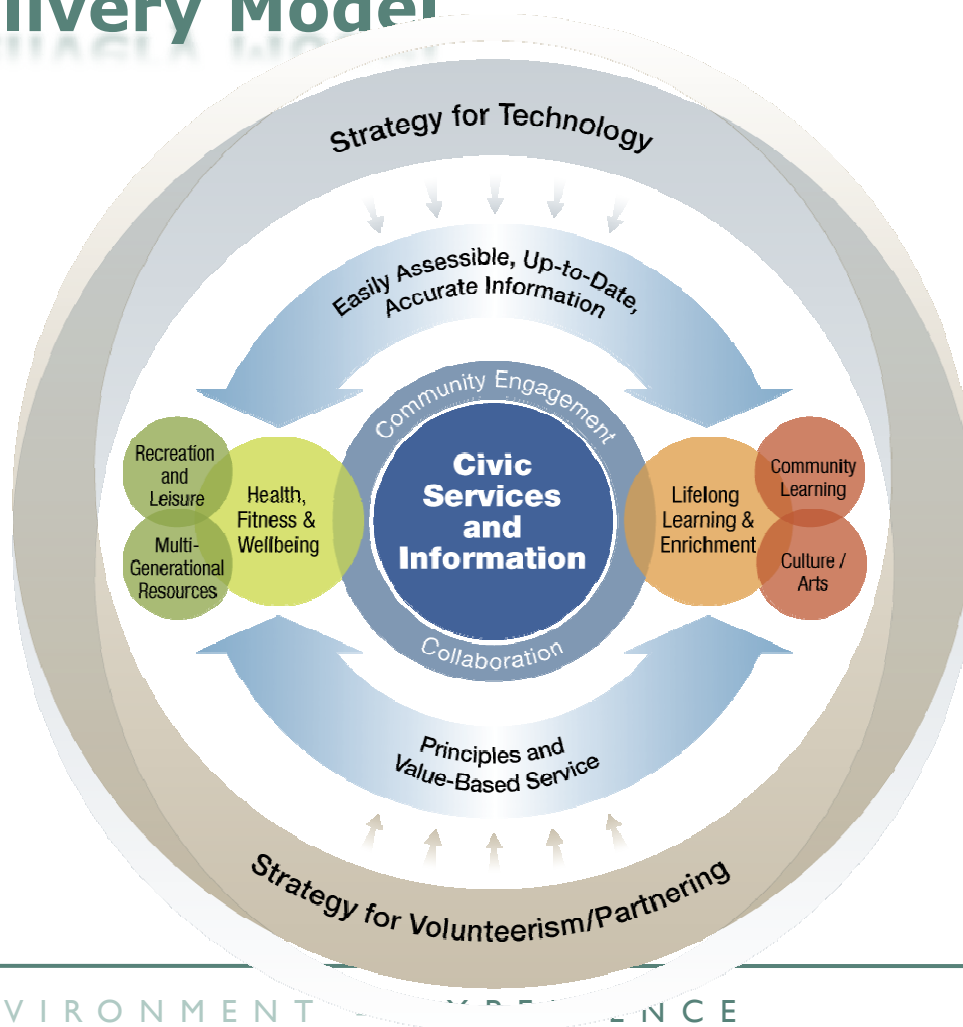


Service Concept Model





Service Delivery Model



Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
911 Emergency Center	●				Police		
Access to Books and Media	●				Service Provided by Others		Santa Clara County Library
Access to eResources	●				Service Provided by Others		Santa Clara County Library
Access to Technology	●				Service Provided by Others		Santa Clara County Library
Accessible Play Equipment		●		●	Recreation		
Adult Education and Training			●	●	Recreation		Mountain View/Los Altos High School District (Adult Education Program)
Adult Lap Swimming				●	Outsourced	Recreation	Los Altos Pool Foundation
Adult Master Swimming				●	Outsourced	Recreation	Los Altos Pool Foundation
Adult Programming		●	●		Service Provided by Others		Santa Clara County Library
Advanced Planning (Special Studies, Specific Plan, Parking Policy, etc.)	●				Community Development		
Affordable Housing Administration	●	●			Community Development		





Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Animal Control Services (Intervention Programming)	●				Outsourced		City of Palo Alto
Architectural & Environmental Review	●	●			Community Development		
Arts and Crafts Classes			●		Recreation		
Budgeting	●				City Admin.		
Building Inspection	●				Community Development		
Business Licensing	●				City Admin.		
Business Partnership Program (Prevention Program)				●	Police		
Cable TV	●				Outsourced	City Admin.	Comcast
Café and Food Service	●	●			Outsourced		
Canine Program (Enforcement Programming)	●				Police		
Capital Improvement Program	●				Engineering		
CDBG Administration	●	●			Community Development		
Child Care		●			Service Provided by Others		Children's Corner
Children's Recreation Programming			●		Recreation		
Children's Library Programming		●	●		Service Provided by Others		Santa Clara County Library
*Choral Programming		●	●			Recreation	
City Services Storage	●				City Admin.		
City Webpage	●				City Admin.	Offsite Host	
Code Enforcement (Intervention Programming)	●				Community Development		



Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Street Maintenance and Administration	●				Engineering		
Summer Recreation and Family Activities		●		●	Outsourced	Recreation	Los Altos Pool Foundation
SWAT / Hostage Negotiators (Enforcement Programming)	●				Police		
Swimming Lessons			●	●	Outsourced	Recreation	Los Altos Pool Foundation
Technology Training			●		Service Provided by Others		Santa Clara County Library
Teen Programming		●	●		Service Provided by Others		Santa Clara County Library
Theater		●	●		Service Provided by Others	Recreation	
Therapeutics				●	Outsourced	Recreation	Los Altos Pool Foundation
Traffic Enforcement (Enforcement Programming)	●				Police		
Traffic Engineering	●				Engineering		
Traffic Services (Enforcement Programming)	●				Police		
Urban Runoff Administration	●				Engineering		
Vision and Mission Development	●	●			City Admin.		
Volunteer Coordination		●			City Admin.		
Volunteer Program		●		●	Police		
Water Exercise Programs				●	Outsourced	Recreation	Los Altos Pool Foundation



Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Community Emergency Response Team (CERT) (Intervention Programming)	●				Police		
*Community Services Referral	●	●					Other Agencies & Service Organizations
Community Theater		●	●		Outsourced	Recreation	Bus barn
Community Youth Programs				●	Outsourced	Recreation	Los Altos Pool Foundation
Competition Events				●	Outsourced	Recreation	Los Altos Pool Foundation
Concessions				●	Outsourced	Recreation	Los Altos Pool Foundation
Council and Commissions Communication	●	●			City Admin. and City Manager	City Clerk & City Attorney	
Crossing Guard Program (Enforcement Programming)	●				Outsourced		Private Vendor
Customer Service	●				Police		
Dance			●	●	Recreation		
DARE Program (Prevention Program)			●	●	Police		
Disaster Response (Intervention Programming)	●				Police		
Drug Disposal Program	●				Police		
Economic Development	●	●			Community Development		
Emergency Management (Intervention Programming)	●				Police		
Emergency Operations Center	●				Police		



Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Facility and Infrastructure Maintenance and Repairs	●				Engineering		
Fees Collection and eBusiness	●				City Admin.		
Field Sports		●		●	Recreation		
Fire Department Services	●				Outsourced		Santa Clara County Fire District
Found Property and Evidence Intake	●				Police		
General Plan Development	●	●			Community Development		
Health and Wellness Programming				●	Outsourced	Recreation	Outsourced
Historic Preservation	●				Community Development		
Indoor Fitness and Exercise				●	Recreation		
Indoor Recreation		●		●	Recreation		
Intervention Programming		●			Police		
Investigative Services (Intervention Programming)	●				Police		
Law Enforcement	●				Police		
Lectures		●	●			Recreation	
Lifeguard Training			●	●	Outsourced	Recreation	Los Altos Pool Foundation
*Local Agency and Community Services Liaison	●	●			City Admin.		
Local History Education			●		Outsourced	Recreation	Los Altos History Museum
Local History Exhibits			●		Outsourced	Recreation	Los Altos





Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Meetings and Conferences		●			Service Provided by Others		Santa Clara County Library
*Movies		●	●			Recreation	
*Music		●	●			Recreation	
*Neighborhood Services (Prevention Program)				●	Police	Volunteer	
Neighborhood Traffic Management Program	●	●			Engineering		
Neighborhood Watch (Prevention Program)		●		●	Police		
Nutritional Education			●	●	Recreation		
Outdoor Agricultural Exhibits			●		Outsourced	Recreation	Los Altos History Museum
Parking	●				Engineering		
Parking Administration	●				Community Development		
Parking Enforcement (Enforcement Programming)	●				Police		
Partner Organization Storage	●				Recreation		
Patrol Services (Enforcement Programming)	●				Police		
Permit Issuance for Public Right of Way	●				Engineering		
Planning and Building Development Review and Permitting	●				Community Development		
Playgrounds for ages 0-5		●		●	Recreation		
*Playgrounds for ages 5 and up		●		●	Recreation		



Service Type	Civic Services and Info.	Community Engagement	Lifelong Learning	Health, Fitness & Wellbeing	Primary	Secondary	Partner
Street Maintenance and Administration	●				Engineering		
Summer Recreation and Family Activities		●		●	Outsourced	Recreation	Los Altos Pool Foundation
SWAT / Hostage Negotiators (Enforcement Programming)	●				Police		
Swimming Lessons			●	●	Outsourced	Recreation	Los Altos Pool Foundation
Technology Training			●		Service Provided by Others		Santa Clara County Library
Teen Programming		●	●		Service Provided by Others		Santa Clara County Library
Theater		●	●		Service Provided by Others	Recreation	
Therapeutics				●	Outsourced	Recreation	Los Altos Pool Foundation
Traffic Enforcement (Enforcement Programming)	●				Police		
Traffic Engineering	●				Engineering		
Traffic Services (Enforcement Programming)	●				Police		
Urban Runoff Administration	●				Engineering		
Vision and Mission Development	●	●			City Admin.		
Volunteer Coordination		●			City Admin.		
Volunteer Program		●		●	Police		
Water Exercise Programs				●	Outsourced	Recreation	Los Altos Pool Foundation



Recommended Next Steps



Recommended Next Steps – Plan of Service

☐ Next Steps for Plan of Service Finalization

- Development of an In-Depth **Technology Plan** for the Community Center
- Development of a **Partnering Strategy** to Support Identified Services
- Additional Detailed **Benchmarking and Best Practices** Modeling
- Development of an **Economic Analysis for Cost Recovery** of Community Center Facilities



Recommended Next Steps – Outstanding Issues

☐ Program Validation and Gap Analysis

- City Administration, Community Development and Engineering
- Police Department
- Recreation Department
- Community Center Functions (Children's, Youth, Teen and Senior Programming)

☐ Library

- Development of a Plan of Service for the Library
- Proceed with Library Program Options for the Community Center Site
 - Renovation or New Construction
 - Single Story or Two Story Construction



Recommended Next Steps – Outstanding Issues

☐ Swim Facility

- Proceed with Swim Facility Program per the Environmental Impact Report
 - Two Pools (One Lap Pool and One Teaching Pool)
 - Water Play Feature
- Develop a Plan of Service and Operational Plan for the Swim Facility
- Los Altos Community Pool Foundation to Develop Further Study of Cost Recovery Model

☐ Arts, Culture and Theater

- Engage a Cultural Arts and Theater Consultant
 - Validate Viability of a Performing Arts Theater (200 Fixed Seats, Multi-Use Facility)
 - Define Master Plan Program Information



Recommended Next Steps – Outstanding Issues

❑ Exterior Program

- Athletic Facilities
 - Youth Sports should be Supported at the Community Center
 - Provide One Soccer Field and Address Viability of a Second Soccer Field
 - Develop Improved Operations and Maintenance for Existing Tennis Courts (Located Offsite)
 - Maintain One Baseball Field as a Program Element on the Site
 - Enhance Baseball Field Program with Batting Cages and Storage Space
- Explore Surface, Below-Grade and Above Grade Structured Parking Combinations to Accommodate Necessary Parking
- Explore the Viability of a Symbolic Orchard
- Develop Community Gathering Space as a Program Element on the Site
- Skate Park Program (Teen Outreach)



Recommended Next Steps – Existing Facilities

- ❑ History House and History Museum to Remain
- ❑ City Hall, Community Center, Police Department, Youth Center and Bus Barn Theater Facilities
 - At the End of their Useful Life
 - Recommended that they Not Be Considered in the Master Plan Layouts



Discussion and Comment

- ☐ Public Comment (15 minutes)
- ☐ Council Discussion / Comment (1 hour)





Council Direction

☐ Program Elements Direction

- Program Validation and Gap
- Library
- Arts & Culture & Theater
- Swim Facility
- Exterior Program

☐ Approval of Reports

- Executive Summary
- Community Needs Assessment
- Plan of Service
- Existing Conditions Analysis

☐ Future Policy Discussion

- Senior Housing / Land Development Direction
- Community Center Expectations for Cost Recovery



Next Steps in the Master Plan Process

☐ Programming Phase

- Staff Interviews for Program Input (Held on June 4th and 5th, 2008)
- Development of Facility Program

☐ Next Council Study Session

- July 22nd, 2008 (4:00 pm – 6:30 pm)
- Review and Approve Draft Program Document
- Discuss and Approve Direction for Site Facility Scenario Criteria (Select 3 Options to Study Further)
- Direct on Policy Decisions Critical to Facility Scenario Development

☐ Facility Scenario Charette

- August 8th, 2008 (Time to be Determined)
- Study Three Facility Scenarios



Thank you!

