



**CITY OF LOS ALTOS  
CITY COUNCIL MEETING  
August 25, 2015**

**CONSENT CALENDAR**

**Agenda Item # 12**

**SUBJECT:** Confirm the Hillview Community Center and Park project design phase planning process

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**BACKGROUND**

As part of the January 12, 2013 City Council retreat, the Council set a priority to develop the Community Center as part of the first phase of Civic Center site improvements. In September 2013, the Council reviewed the Civic Center Master Plan highlights and proposed site alternatives for the Community Center facilities. As part of the Council's 2014 priorities, a focus on the Community Center included approval of a Community Center development plan with public engagement as well as discussion of funding strategies and potential partnerships.

Subsequently, Council approved a Community Center Conceptual Design and Civic Center Master Plan Update process diagram and consultant scope of work. Beginning in February 2014, a year-long public engagement process was initiated that included focus groups, joint meetings with the City's Commissions, Community Workshops, a design charrette and Council study sessions to re-validate and update previous public input on the Community Center. In March 2015, subsequent to an extensive review, discussion and input process, the Council accepted the preferred Community Center site alternative and cost model, and identified November 2015 as the preferred date for a potential bond election.

In July 2015, the Council approved the submission of a proposition of incurring bonded debt to the qualified voters of the City of Los Altos at a regular municipal election to be held on November 3, 2015 for the purpose of the construction and improvement of Hillview Community Center and Park. The ballot measure has been designated as Measure A by the Santa Clara County Registrar of Voters.

**EXISTING POLICY**

None

**PREVIOUS COUNCIL CONSIDERATION**

Most recently March 24, 2015; April 28, 2015; May 27, 2015; June 23, 2015; July 14, 2015; and July 28, 2015

**DISCUSSION**

The City has received inquiries regarding the differences between the conceptual plan, which was intended to provide a framework for the proposed project, and the final site layout and architectural design of the facilities.

Once funding is secured for the Hillview Community Center and Park project, the design phase can be initiated. It is anticipated that a Request for Proposal process will be developed soliciting the services of architectural firms experienced in designing public facilities. After the architect is selected, the City will work closely with the chosen firm to create a process for developing the final

facility plan, which will form the basis of the project design. This process will include a series of public meetings and opportunities for community engagement, including participation of the City's Commissions.

As part of their advisory functions, the Parks and Recreation, Public Arts, Senior and Youth Commissions are involved in providing input on the types of uses – programs, classes, services and events – that occur at the Community Center and Park. They have previously offered feedback regarding program elements that were essential and/or desired for the new facilities. Building upon prior input, these Commissions will provide additional insights regarding the type and size of rooms, what amenities are preferred and the extent to which specific indoor and outdoor facilities will have dedicated or shared uses.

Additionally, other groups such as the Bicycle and Pedestrian Advisory, Planning and Transportation, and Environmental Commissions will provide input into the design process regarding elements of the facility plans that involve the subject area for which they provide advisory recommendations.

Active involvement by the City's Commissions and the public-at-large will be invaluable to the Council in order to have a final facility design and program plan which ensures Hillview Community and Park meets both the current and future needs of Los Altos residents of all ages.

It is anticipated that this phase will last approximately 12 months prior to the City Council approving a final architectural design. Once the design is approved, plans and specifications will be developed to be used for the solicitation of construction bids.

Confirmation by Council of these general steps anticipated in the design phase will enable staff to further develop the Frequently Asked Questions regarding the project and address inquiries that have been received to-date.

### **PUBLIC CONTACT**

Posting of the meeting agenda serves as notice to the general public.

### **FISCAL/RESOURCE IMPACT**

None

### **ENVIRONMENTAL REVIEW**

Not applicable

### **RECOMMENDATION**

Confirm the Hillview Community Center and Park project design phase planning process

### **ALTERNATIVES**

1. Provide additional input regarding the design phase planning process
2. Do not confirm the design phase planning process

Prepared by: Marcia Somers, City Manager

**ATTACHMENTS:** None

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