



DISCUSSION ITEM

Agenda Item # 5

AGENDA REPORT SUMMARY

Meeting Date: April 13, 2021

Subject: Phased Opening Plan for Los Altos Community Center

Prepared by: Donna Legge, Recreation and Community Services Director

Approved by: Brad Kilger, Interim City Manager

Attachment(s):

Initiated by:

City Staff

Previous Council Consideration:

None

Fiscal Impact:

None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does Council wish to support staff's recommendation for summer and fall recreation and community services programs?
- Does Council wish to support the recommended phased opening plan for the Los Altos Community Center?

Summary:

- On April 25, 2017, the City Council approved the creation of a Capital Improvement Project for the design and construction of a new Community Center
- On July 30, 2019, the City Council authorized the City Manager to execute a construction contract with Gonsalves & Stronck Construction Company Inc. for the Los Altos Community Center Project
- The completion of construction has been delayed due to the impacts of the COVID-19 Pandemic and inclement weather
- The Los Altos Community Center is projected to be completed by June 10, 2021
- The COVID-19 protocols are unpredictable and difficult to plan around
- Due to COVID reductions in recreation programming, current staff resources are limited

Reviewed By:

Interim City Manager

BK

City Attorney

JH

Finance Director

JM



Subject: Phased Opening Plan for Los Altos Community Center

- Staff is seeking direction and support to facilitate a successful opening of the Community Center while offering limited programs and services due to the impacts of COVID-19

Staff Recommendation:

Support proposed summer and fall programming including a phased opening plan for the Los Altos Community Center.



Subject: Phased Opening Plan for Los Altos Community Center

Purpose

Seek Council support for proposed summer and fall programming including a phased opening plan for the Los Altos Community Center due to limited staff resources and a priority to focus on the successful operation of the department and Community Center pending COVID protocols.

Background

The Recreation and Community Services Department executed a Professional Services Agreement with Blue Point Planning in April 2020, to assist with an organizational assessment and strategic plan including staffing, scheduling, programming, operations, and policies. This includes collaborating with other City departments, organizations, and community members to prepare for the opening of the new Los Altos Community Center in the Summer of 2021. Several outreach exercises were conducted by Blue Point, including individual interviews and focus groups held in August 2020, followed by a scientific survey conducted by Godbe Research in October 2020.

At its regular meeting of March 10, 2021, Blue Point Planning and staff presented the data and findings to the Parks and Recreation Commission (PARC). The PARC shared their vision of success for the Community Center and discussed staff's plan for the summer and fall.

The findings are the basis for an Organizational and Community Center Assessment which will be presented to the City Council on April 27, 2021. At that time, staff will seek direction related to the establishment of cost recovery targets for the Recreation and Community Services Department, and additional staffing resources that will be incorporated into the FY 2021-23 Budgets for Council consideration.

Discussion/Analysis

At its regular meeting of February 23, 2021, the City Council adopted its 5-year Strategic Goals for 2021, which included the following new goal:

Transitioning Through Change: The City Council will proactively address the impact of COVID-19 and other consequential changes on the community during 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger community

While COVID-19 has created construction delays in the Community Center, it has also impacted the operations of the Recreation and Community Services Department. This includes the complex navigation of staffing, modifying special events, virtual programming, information and referral, park and facility rentals, revenue targets, emergency services, public/commission meetings, community engagement, marketing, and community and staff morale.



Subject: Phased Opening Plan for Los Altos Community Center

Considering the current State and County COVID-19 response guidelines and the need to exercise caution in reinstating the City’s recreation programs, staff is recommending the following adjustments to the summer and fall 2021 programming and events, including to facilitating the opening of the Los Altos Community Center:

- Continue virtual and select outdoor camps and programming
- Move in, and complete operational training - mid-summer 2021
- Allow facility rentals for in-person gatherings - August 2021
- Plan and host Grand Opening and in-person programming - fall 2021
- In-person special events - October 2021

Recreation staff will continue to work with all applicable City departments and divisions (Risk Management, HR, Parks, Facilities) to facilitate this phased opening plan.

Options

- 1) Support proposed summer and fall programming including a phased opening plan for the Los Altos Community Center.

Advantages: Staff will have the ability to focus on planning, opening, and operating the Community Center, clear dates and timelines, and the ability to communicate appropriately to the community. Staff will continue to coordinate alternative offerings including virtual programs and select outdoor activities.

Disadvantages: Recreation programs, classes, events and facility rentals will be limited in the summer and fall 2021.

- 2) Do not support proposed summer and fall programming including a phased opening plan for the Los Altos Community Center.

Advantages: None

Disadvantages: Staff will not have the ability to focus on planning, opening, and operating the Community Center, and will not have clear dates and timelines to plan accordingly.

Recommendation

The staff recommends Option 1.