



DATE: August 14, 2017

AGENDA ITEM # 4

TO: City of Los Altos Commissions

FROM: J. Logan, Hillview Community Center Task Force Process Liaison

SUBJECT: Commissions Encouraged to Provide Input to the Hillview Community Center Task Force

BACKGROUND

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 (Center). Council also approved a project budget of \$25 million, which is currently available in City reserves, to fund the project.

To ensure the community has ample opportunity to engage in the planning process for the Center, Council Adopted Resolution No. 2017-15 establishing the Hillview Community Center Project Task Force, Attachment A. The mission of the Task Force (TF) is to hold public meetings to gather community input and provide recommendations to the City Council on the interior space allocation and exterior design and layout of the Hillview Community Center.

The 11-member Task Force will serve in a temporary term (anticipated through December 2017) for the duration of planning the Center project. The Task Force initial meeting was held on June 15th and subsequent meetings were held on June 22 and 29, 2017. July meetings are July 13 and 25, 2017. August meeting dates and locations are to be scheduled. A Study Session with City Council is scheduled on September 26, 2017 at 6:00 pm in Community Chambers.

DISCUSSION

The Selection Panel selected the architect design team (Team) to interact with the TF, staff and community to design the Center. The Team will be introduced at the July 25th Task Force meeting and will continue to engage with the TF and community per the time-line as designated in Attachment B.

To provide Commission input to the TF, it is requested that each Commission place on its August agenda this staff report, discuss and provide input on the question below and send its response to Erica Ray, staff liaison to the TF. The responses will be most useful for discussions by the TF with the Team and with Council.

The Vision Statement for the Center was approved by Council in 2009 and updated in 2014/15, Attachment C.

QUESTION: Within the focus (jurisdiction) of your Commission, are there considerations for the Hillview Community Center Project you would like the Task Force to know? Please discuss and respond back to the Task Force staff liaison.

Attachments:

- A. Resolution No. 2017-15
- B. 2017-2018 Architect Design Schedule
- C. 2014/15 Vision Summary

RESOLUTION NO. 2017-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ESTABLISHING THE HILLVIEW COMMUNITY CENTER PROJECT
TASK FORCE**

WHEREAS, the City Council desires to replace the aging Hillview Community Center with a facility which will serve future generations of Los Altos; and

WHEREAS, the City Council desires to appoint a task force which will provide recommendations on the interior space allocation and exterior design and layout of the Hillview Community Center.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby establish the Hillview Community Center Project Task Force and that the Task Force shall be subject to all provisions of the Ralph M. Brown Act and the City's Open Government Policy.

BE IT FURTHER RESOLVED, that the mission of the Task Force is to hold public meetings to gather community input and provide a recommendation on the interior space allocation and exterior design and layout of the Hillview Community Center.

BE IT FURTHER RESOLVED, that the Task Force shall be disbanded upon its making a recommendation on the interior space allocation and exterior design and layout of the Community Center.

BE IT FURTHER RESOLVED, that the composition of the Task Force is to be 11 members appointed by the City Council. The City Council will appoint one member of the Task Force to serve as Chair.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 25th day of April, 2017 by the following vote:

AYES:

NOES:

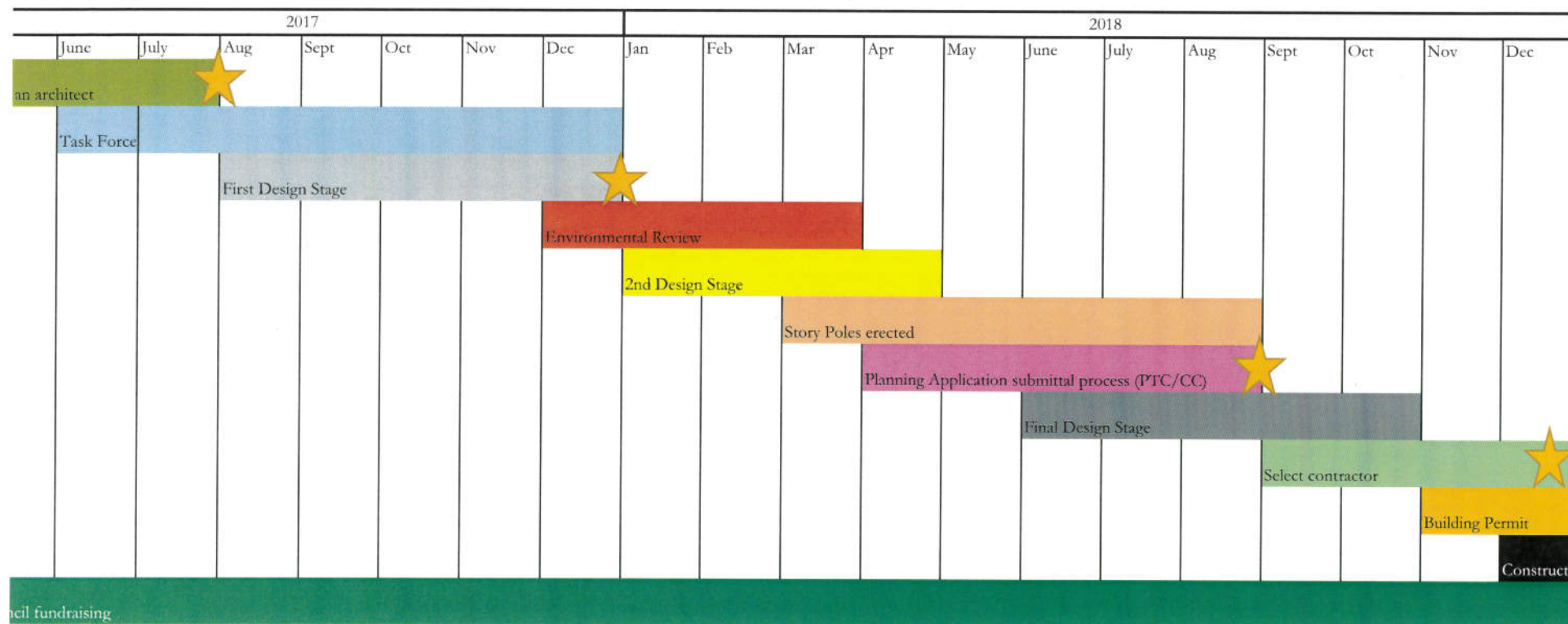
ABSENT:

ABSTAIN:


Mary Prochnow, MAYOR

Attest:


Jon Maginot, CMC, CITY CLERK



- Hire an architect: Includes RFP process. Council to approve contract
- Task Force: At the discretion of Council, form a Task Force, appointed by Council, to hold public meetings and make recommendations
- First Design Stage: With input from Task Force. Joint Council/PTC Study Session to review and provide direction on exterior layout and design
- Environmental Review: Includes RFP process. Can be done following 30% design phase
- 2nd Design Stage: Will result in planning submittal package, including site plan, elevations, floor plan, materials, etc.
- Story Poles: Constructed prior to public hearing notices being sent out and will remain until Council approval
- Planning Application submittal process (PTC/CC): Will follow standard design review and use permit application process
- Final Design Stage: Will result in final construction documents
- Select contractor: Standard bid process
- Building Permit: Plan check, issuance of building permits, etc.
- Construct
- Council fundraising: Throughout the process, Council can solicit funds from the community, LAH, etc.



Vision 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, ~~with low profile, multi-story, and of striking architecture that is low in profile~~, 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.