



**City Council Agenda Report**  
**Meeting Date:** May 17, 2011  
**Department:** Management Services

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**SUBJECT:**

CIVIC CENTER WORKSHOP

**RECOMMENDED ACTION(S):**

Provide staff with direction regarding service goals/amenities and image for initial scoping of Civic Center project.

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**EXECUTIVE SUMMARY:**

Delivery of the Lake Forest Civic Center complex is a significant undertaking. Tonight will be the first in an intended series of discussions to frame the scope of the project. Tonight's objective is to define the future Civic Center's service goals and potential, associated major amenities, along with the desired image of the complex. Depending on City Council input, subsequent workshops would likely focus on layout and project delivery alternatives.

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**BACKGROUND:**

Over 17 years ago, City leaders first stated a goal of providing a permanent Civic Center to the community. Values, goals, objectives, and decisions related to the Civic Center have been documented over the years in the General Plan, the Five Year Strategic Plan, and the OSA Business Plan. A synopsis, along with other background information, is provided in the attached white paper entitled "Lake Forest's 100 Year Home" (Attachment 1).

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**DISCUSSION:**

This year marks the City's 20th anniversary. Throughout the City's twenty-year history, the City Council has responded to the needs and wants of the community through the delivery of quality public services. Past and present city leaders have been deliberate and fiscally conservative as they have grown the City, upholding their commitments to public safety, parks and recreation facilities, and City streets and infrastructure. These efforts have placed the City in a strong position to capitalize on the opportunity to provide a permanent civic center to the

community – a collection of facilities that can serve the citizens of Lake Forest for the next 100 Years.

Framing the scope of the project relies on defining the various components that will ultimately shape the final product. Staff suggests this process consist of possibly multiple steps to review the following: City values; service goals/amenities and image; layout; and, project delivery alternatives. Although the review process may be iterative, it is intended to be cumulative – with each decision building upon previous ones. The City Council has already taken the first step in the process by reviewing the City’s values at the Strategic Plan Workshop in May. Tonight’s workshop will build upon these established values. The goal of tonight’s workshop, therefore, is to identify the service goals and potential amenities (“What do you want to do there?”) associated with the Civic Center, along with the desired image of the complex (“What do you want it to look like?”). The outcome of tonight’s workshop – amenities and image – should well provide the foundation for further discussions.

As the Council defines the scope of the project, it is important to consider the capabilities and constraints surrounding the effort. At a very high level, staff has identified some major, preliminary capabilities and constraints below.

#### Capabilities

- Land (9 acres) at the future Serrano Summit development
- City-owned vacant land
- Organizational maturation
- Community credibility/Record of service delivery
- Communication

#### Constraints

- Existing projects
- Funding
- Duration of favorable construction market

The capabilities and constraints outlined above provide context for City Council decisions and may influence the scope of the project. However, tonight we ask that the Council begin by focusing on the service goals and associated amenities for the project, along with the desired physical image.

To engage Council in the “*what do you want to do there?*” discussion, the following sample goals and associated amenities have been compiled. These examples are just some of the potential service goals identified by staff that could be delivered at a Civic Center, and the City Council is free to add, modify, or delete goals as desired.

- Goal: Be the hub of civic life, promote civic engagement.

- Potential Amenities: multi use or dedicated City Council chambers, performing arts venue/stage, outdoor amphitheater, historical displays
- Goal: Promote public safety.
  - Potential Amenities: Police substation, emergency operations center, community meeting space (i.e., Business Watch, Neighborhood Watch, STARS, Explorers, etc.)
- Goal: Address unmet community needs.
  - Potential Amenities: Conference/meeting facilities, special event spaces, kitchen facilities, dedicated senior center/community center, art and cultural services, outdoor spaces
- Goal: Customize customer service.
  - Potential Amenities: Building counter, space dedicated to business attraction, self-service areas, public relations, administrative offices

To engage Council in the “*what do you want it to look like?*” discussion, staff has provided the following general categorizations in the attached white paper.

- Utilitarian
- Distinctive
- Signature

Tonight, staff will deliver a presentation and look to engage the City Council in conversation to answer the questions related to service goals and amenities associated with the Civic Center, along with the desired image of the complex.

### **FISCAL IMPACT:**

The recommended action has no fiscal impact at this time. Based upon the feedback collected tonight and at the second workshop, Council may direct staff to validate the existing needs assessment and conduct economic analyses on proposed delivery alternatives.

### **ATTACHMENTS:**

1. Lake Forest’s 100 Year Home White Paper

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