



City of Del Mar Staff Report



TO: Honorable Mayor and City Council Members

FROM: Kathleen A. Garcia, Planning and Community Development Director
Via Scott W. Huth, City Manager

DATE: October 20, 2014

SUBJECT: Direction for October 27, 2014 Community Workshop on City Hall Planning

REQUESTED ACTIONS/RECOMMENDATION:

Review, discuss and provide direction on format, organization and expected outcomes of the October 27, 2014 City Council Workshop on City Hall and Town Hall Master Planning.

DISCUSSION/ANALYSIS:

The City Council conducted the first community workshop regarding City Hall Facilities Planning on December 2, 2013 to discuss what uses should be in a civic space; where should City Hall offices be; what are the preferences for financing options; and what is the preferred option to implement a new City Hall? The second community workshop was held on June 9, 2014 to discuss the desire for providing additional public parking and potential uses, such as residential and/or commercial, for the land beyond what was needed for a City Hall and Town Hall. The third community workshop is scheduled for October 27, 2014 to discuss the various scenarios under consideration for commercial and/or residential uses in addition to the civic facilities (City Hall, Town Hall, Plaza and required parking).

Staff is proposing a similar format to the June 9, 2014 workshop for October 27, 2014:

Social: A social gathering, beginning at 5:30 p.m., will welcome the participants and allow for informal interaction prior to the 6:00 p.m. workshop discussions. Display stations will be erected, so participants can review the scenarios. Light refreshments will be served.

Workshop: The purpose of the proposed workshop is two-fold:

1. Inform the community of the process and Council decisions to date; and
2. Receive input from the public on their preferences regarding additional uses, if any.

Similar to the prior workshops, a handout with background information will be provided to each participant.

City Council Action:

The proposed discussion points for the breakout session include:

- a. Discuss parking and the provision of excess (surplus) public parking;
- b. Discuss the options that provide commercial space;
- c. Discuss the options that provide residential uses; and
- d. Identify the preferred scenario and why it is preferred.

Workshop Agenda: The workshop is again planned to be held in the Council Chambers using round tables to facilitate community discussions. Staff is proposing the following agenda:

- Social (5:30 p.m., outdoor tent)
- Welcome and Introduction, with goals of the meeting and overview of City Hall planning to date (6:00 p.m., Council Liaisons)
- Presentation of Leeger/Watkins Mixed-Use proposal (6:15 p.m.)
- Presentation of Mixed-Use Options (6:25 p.m.)
- Table discussions on preferences (6:40 p.m.)
- Reports from each table to entire group and discussion (7:15 p.m., Table representative, facilitated by Council Liaisons)
- Council discussion and direction (8:00 p.m., Council)
- Closing remarks and conclusion (8:15 p.m.)

Staff is requesting City Council's comments and direction on the proposed discussion points, format, and agenda.

FISCAL IMPACT:

Funding for noticing and conducting the workshop is included in the 2013-2014 Operating and Capital Budget.