

**Item 11.**

# **City Hall/Town Hall Schedule & Process**

**{ February 2, 2015  
{ Del Mar City Council**

# Design Initiation

## Program Direction:

- Voice Your Choice Poll: February 2 - 13
- Voice Your Choice Poll results: March 2
- Council program direction to begin Design: March 2

## Architectural Selection:

- Review of Qualifications: underway
- Selection & Contract Approval: April 20
- Design Initiation: April 21

# Citizens' Participation Program & Design Review Board

## 2 Community Workshops

- Design Concepts: May 14
- Design Development: September 28

CPP Meeting: October 12

## Design Review Board:

- Initial Review: August 26 (massing, design concepts)
- Hearing: January 27 (following EIR certification)

# Environmental Review (CEQA)

- Initial Study: April – May
- Notice of Preparation: June 1
- Draft CEQA Document Preparation: May - September
- Draft CEQA Document 45-day Review: October 1
- Final/Responses to Comments: Nov – December
- CEQA Certification: January 19 City Council Meeting
- Notice of Determination: February 19, 2016

# Financing

- Preliminary Investigations – Ongoing
- Financial Advisor/Bond Council: August - September
- Preliminary Official Statement: September
- Underwriter Procurement: October – November
- Rating Agency Presentation: November
- Final Official Statement: December
- Finance Closing: January 2016

# Relocation

- Preliminary Investigations – Ongoing
- Relocation Plan: June – August
- Procure Temporary Facilities: September – November
- Move into temporary facilities: end of November

# Construction

- Environmental Remediation Plan: October – December
- Construction Documents: November – April 2016
- Demolition & Hazardous Materials Removal: December – April 2016
- Bid and Bid Opening: April 2016
- Construction: April 2016 – April 2017

# Schedule

| Task                       | FEB            | MAR | APR | MAY       | JUN      | JUL    | AUG                  | SEP    | OCT     | NOV | DEC     | JAN        | FEB | MAR | APR | MAY | May-17       |
|----------------------------|----------------|-----|-----|-----------|----------|--------|----------------------|--------|---------|-----|---------|------------|-----|-----|-----|-----|--------------|
| Master Planning            | Pol            | ★   |     |           |          |        |                      |        |         |     |         |            |     |     |     |     |              |
| Design Team Selection      | RFQ            |     | ★   |           |          |        |                      |        |         |     |         |            |     |     |     |     |              |
| Design                     |                |     |     | Schematic |          |        | ★ Design Development |        |         |     |         |            |     |     |     |     |              |
| Community Workshops/ CPP   |                |     |     | ★ 5/14    |          |        |                      | ★ 9/28 | ★ 10/12 |     |         |            |     |     |     |     |              |
| Entitlements: DRB/LCP/CDP  |                |     |     |           |          | ★ 8/26 |                      |        |         |     |         | ★ 1/27     |     |     |     |     |              |
| CEQA Documentation         |                |     |     | IS        | NOP      |        |                      |        | ★ Draft |     | Final   | ★ Cert.    | NOD |     |     |     |              |
| Financing                  | Prelim Invest. |     |     |           |          |        | ★ Financial Counsel  |        |         |     |         | Fund       |     |     |     |     |              |
| Relocation                 |                |     |     |           | Planning |        |                      |        |         |     |         |            |     |     |     |     |              |
| Construction Documentation |                |     |     |           |          |        |                      |        |         |     |         |            |     |     |     |     | ★ Bid        |
| Demolition & Construction  |                |     |     |           |          |        |                      |        |         |     | Haz Mat | Demolition |     |     |     |     | Construction |



# Council Direction & Motion

1. Provide direction on proposed schedule & process
  - a) Clarifications?
  - b) Any additional steps/modifications for consideration?
  
2. Motion to Adopt proposed Schedule & Process.