



Civic Center Advisory Committee

FY 2020-21 WORK PLAN

(APPROVED BY CCAC ON JUNE 25, 2020/APPROVED BY CITY COUNCIL ON JULY 7, 2020)

MISSION STATEMENT

The mission of the Civic Center Advisory Committee (CCAC) is to work with the City Council and its Staff to develop a Civic Center Master Plan which seeks a solution to the design of the Civic Center Site and make associated recommendations to Council. All appropriate needs of the City and the Community will be considered in the design solution. (Resolution No.-----)

SPECIFIC 2020-21 ASSIGNMENTS

During the 2020-21 fiscal year, the CCAC will continue to implement its mission, with emphasis upon the following goals:

1. Continue to develop an understanding of the status of the property and receive regular reports on the progress of any changes to the status of that property.
2. Meet with the consultant selected through the Architecture and Design RFP to develop and refine the Master Plan process, milestones and timeline.
3. Working with Staff and the Architecture and Design consultant, assist in making progress towards the successful production of a conceptual master plan and schematic design.
4. Using the project budget determined by the City Council and the conceptual designs of the Civic Center Master Plan developed by the Architects and Engineers, review project costs estimates in conjunction with Kosmont Financial and include estimates as part of the recommendations to Council.
5. Based on direction from the City Council, explore potential partnerships and coordinate appropriate usage with other civic, business and non-profit organizations.
6. Continue outreach with public safety agencies in conjunction with Staff to develop and determine level of interest and commitment to participate in the project.
7. Work with Staff to pursue the possibility of "land swapping" through FEMA



and DOJ to maximize development flexibility on the site.

8. Develop and participate in robust and comprehensive public outreach process in conjunction with staff and consultant. Outreach effort to include but not be limited to community workshops, meetings with HOAs, stakeholders, City Staff, & consultant team; public tours, Listserv messages, newsletter articles, CCAC presence at public events, press coverage, RPVTV features, RPV website updates, and social media outlets such as Facebook and Nextdoor.
9. Work with Staff to pursue acquisition of the Coast Guard property on western end of property for inclusion in the Master Plan.
10. Review Staff findings regarding identification of underground utilities at the Civic Center property.
11. Recommend to the City Manager additional subjects that are outside of the scope of this Work Plan that should be reviewed by the Committee. Recommendations will be reviewed for approval by the City Manager and may be forwarded to the City Council for consideration as deemed appropriate.
12. Develop and participate in preparation of environmental review and conditional use permit (entitlement) processes, including RFP process for EIR consultant.
13. Produce bi-annual reports to City Council on CCAC progress. As desired by the City Council, provide additional written and oral reports regarding CCAC accomplishments and future plans

RECOMMENDATIONS TO THE CITY COUNCIL

As an advisory body, the CCAC has the ability to bring comments, ideas, and recommendations regarding the Civic Center Master Plan project to the City Council for consideration. If a majority of Committee members are in agreement and have voted accordingly to move the topic forward, Staff will work to agendize the matter on the City Council's calendar. The Chair of the Committee, or his/her designee, will present the item before the City Council at the meeting. Staff will be available to assist the Committee on preparing the staff report and related materials for the agenda.