



AGENDA REPORT SUMMARY

Meeting Date: February 28, 2023

Subject Request to use Park-In-Lieu Funds to Contract Design Consultant Services for the Permanent Fenced-In Dog Park at Hillview

Prepared by: Manny A. Hernandez, Parks & Recreation Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

1. None

Initiated by:

Staff

Previous Council Consideration:

None

Fiscal Impact:

The following agreement will cost \$75,000 for Design Consultant Services for the permanent dog park at Hillview Park.

- Breakdown of funds to be used:
 - o \$75,000.00 Park-In-Lieu
- Amount already included in approved budget: Yes
- Amount above budget requested: \$25,000

Environmental Review:

Categorically Exempt pursuant to CEQA section 15301 – Existing Facilities consisting of the operation, or minor alteration of existing public structures and facilities involving negligible or no expansion of existing or former use.

Policy Question(s) for Council Consideration:

- Does Council wish to appropriate funding for design consultant services on this project?
- Does Council feel there is an adequate amount of funding available in the Park-In-Lieu fund to use for this?

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JE



Subject: Title

Summary:

- Residents currently have two temporary fenced locations to run dogs off-leash in Los Altos.
- The plan for a permanent fenced off-leash dog park at Hillview Park was by City Council at the February 8, 2022 Council meeting.
- As directed by Council as the second phase of the Hillview Dog Park, staff is moving forward with the design process that includes public outreach conducted by an experienced landscape design professional.
- The location of the permanent dog park at Hillview is being planned for the parking lot space on the northwest of the Hillview soccer field.
- The cost of design services for the dog park will not exceed \$75,000.

Staff Recommendation:

- 1) Approve use of Park-In-Lieu funds to contract a park design consultant for the design of the permanent fenced off-leash dog park at Hillview Park.
- 2) Authorize the City Manager to execute an agreement with Verde Design for design consultant services in the planning of the permanent dog park at Hillview Park.

Purpose

To approve the use of Park-In-Lieu funds in the amount not to exceed \$75,000 to contract Verde Design as a consultant for the design process of the permanent dog park at Hillview Park.

Background

At the City Council's February 8, 2022 meeting, staff was directed to begin the phased process of the fenced in dog park at Hillview. The first phase being the installation of the temporary dog park at the southeast end of the soccer field. The first phase was completed in the early Summer of 2022 and is currently being used at this time. The second phase, as recommended by staff and directed by Council, is to begin the process of the permanent dog park design in the recommended location on the northwest end of the Hillview soccer field. The location of the permanent dog park will encompass the auxiliary parking lot and landscape area, west of the Bus Barn Theatre. The area includes 16 parking spaces and the former location of the Friends of the Library work shed and adjacent landscape area.

There is currently a dog park located at the southeast end of the Hillview soccer field that was designated as a temporary location until the permanent location was opened. Once the design process is completed and the permanent park is constructed, the temporary fenced location can be removed as planned.

Discussion/Analysis

The Park-In-Lieu fund currently has funds available to cover the cost of contracting of a design consultant for the permanent dog park at Hillview Park. Through the 2022 budget process City



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Council approved \$50,000 for design services for the permanent dog park at the northwest location of the soccer field. The cost for dog park design services is \$75,000 and staff is requesting Park-In-Lieu funds in the amount to cover this cost.

The conceptual design and community outreach process will include several components including but not limited to:

- Staff/Consultant meetings
- Topical survey
- Underground utility review
- Design project scheduling
- Community meetings
- Online surveys
- Design alternatives
- Construction estimates
- PARC and Council meeting presentation of materials

Verde Design is an integrated landscape architecture and civil engineering firm staffed with multi-disciplinary, creative-types and problem-solving professionals that focus on recreation, sports, and the unique places that make neighborhoods special and communities thrive. Verde has an outstanding reputation working with Bay Area agencies on projects, including experience with Los Altos staff, working on projects in Los Altos. Verde is currently working with the City of Watsonville on their dog park project and previously worked with the City of Novato on the design of their Dog Bone Park.

The City Council finds that Park in Lieu fees may be used for the purpose of developing new or rehabilitating existing park or recreational facilities such as the design of a permanent fenced-in dog park within the City because: (1) the neighborhoods in which the fees are to be expended has fewer than three acres of park area per 1,000 members of the City; (2) is reasonably foreseeable that City residents will use the proposed park and recreational facilities where the fees are being used; (3) the use of the fees is consistent with the City's adopted general plan and park master plan; and (4) the fees are used in compliance Los Altos Municipal Code Section 13.24.010.

Recommendation

The staff recommends:

- 1) Council approve use of Park-In-Lieu funds for consult services for the design process of the permanent dog park at Hillview Park.



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- 2) Authorize the City Manager to execute an agreement with Verde Design for consultant services in the amount not to exceed \$75,000 for the design process of the permanent dog park at Hillview Park.