

City of Piedmont
COUNCIL AGENDA REPORT

DATE: March 15, 2021
TO: Mayor and Council
FROM: Sara Lillevand, City Administrator
SUBJECT: Consideration of the Formation of a Community Pool Advisory Committee

RECOMMENDATION:

Approve the attached resolution forming a temporary Community Pool Advisory Committee.

BACKGROUND:

In 2015, the City launched a study to analyze possibilities for a new pool facility that would meet community aquatic needs. That work, involving robust community involvement, culminated with adoption of the Aquatics Master Plan Conceptual Design in November, 2016. With the passage of Measure UU in November 2020, the City is moving forward with refinement of the conceptual design and construction of a complete replacement of the Piedmont Community Pool.

Public outreach and participation will be essential to the success of the project. As part of the engagement component, staff recommends the formation of the Community Pool Advisory Committee as described below.

Community Pool Advisory Committee

The primary responsibility of the Community Pool Advisory Committee (PAC) will be to offer advice throughout the design process and to serve as a conduit for the community's voice in the design refinement and construction of the Piedmont Community Pool. While serving in an advisory role and not responsible for managing or directing project activities, the PAC will leverage the experience, expertise, and insight of its members to provide support and recommendations to the Council and City staff. In practice, the PAC will assist the project team to ensure the project meets community expectations, to communicate project progress to the community, and to make recommendations to staff and the Council on how to best balance any conflicting priorities against budget resources and community expectations.

The PAC will provide input and guidance on the development and conduct of all milestone tasks from design refinement through construction. Meetings of the PAC will be open to the public and will serve to engage and educate the community and provide opportunities for Piedmonters to give input and feedback. Attached is an organization chart showing the relationships between the various parts of the project team.

The PAC is proposed to consist of five or seven community members including one current or former Recreation Commissioner. The Chair of the PAC will be appointed by the Council. It is expected that the PAC will meet quarterly or as needed throughout the project over a period of 24-36 months until the Community Pool project is complete. It is hoped that residents wishing to serve on this committee will have an understanding of the significance of the project to the community and to the primary user groups, as well as, be willing to serve as ambassadors for the project to the broader Piedmont community.

Should the Council choose to establish the committee, the recruitment process will be similar to the one used for the City's standing commissions and committees. First, staff announces the recruitment period via the web site and social media channels as well as via press release. After receiving applications, the Council would then conduct interviews of the candidates, and after deliberations, appoint the Chair of the committee and its members. Also, consistent with other commissions and committees, Council would appoint a liaison and alternate to the PAC. Recruitment for this committee will take place separately from the ongoing annual recruitment for commissions & committees. This would allow the PAC to begin its work shortly after the engagement of the project manager/owners representative and before selection of the design team.

Bond Oversight Committee

The language of Measure UU requires the establishment of a Bond Oversight Committee (BOC) which will have responsibility for reviewing and reporting to the Council on the expenditure of the proceeds of the Bonds. Given that the Bonds will not be sold for some months, the BOC will be established closer to the sale date of the bonds when the work of this committee will begin.

ATTACHMENT

- A) Resolution Establishing Community Pool Advisory Committee
- B) Community Pool Project Organization Chart

Resolution No. _____

ESTABLISHING A COMMUNITY POOL ADVISORY COMMITTEE

WHEREAS, in 2015, the City launched a study to analyze possibilities for a new pool facility that would meet community aquatic needs; and

WHEREAS, that work, involving robust community involvement, culminated with adoption of the Aquatics Master Plan Conceptual Design in November 2016; and

WHEREAS, with the passage of Measure UU, in November 2020, the City is moving forward with refinement of the conceptual design and construction of a complete replacement of the Piedmont Community Pool; and

WHEREAS, public participation and outreach will be essential to the success of the project;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Piedmont does hereby resolve, declare, determine, and order as follows:

SECTION 1. The Community Pool Advisory Committee is hereby established as a temporary advisory committee of the City of Piedmont.

SECTION 2. The efforts of the Community Pool Advisory Committee will be to offer advice throughout the design process and to serve as a conduit for the community's voice in the design refinement and construction of the Piedmont Community Pool, specifically by:

- 1) Assisting the project team to ensure the project meets community expectations.
- 2) Communicating project progress to the community.
- 3) Making recommendations to staff and the Council on how to balance any conflicting priorities against budget resources and community expectations.

SECTION 3. The Community Pool Advisory Committee shall consist of five or seven residents at large, including one current or former member of the Recreation Commission.

SECTION 4. The City Council shall appoint one member to serve as Committee Chair.

SECTION 5. The Community Pool Advisory Committee shall meet on a quarterly basis or as needed.

SECTION 6. The term of the Community Pool Advisory Committee shall extend from the date of establishment to completion of construction of the Community Pool project.

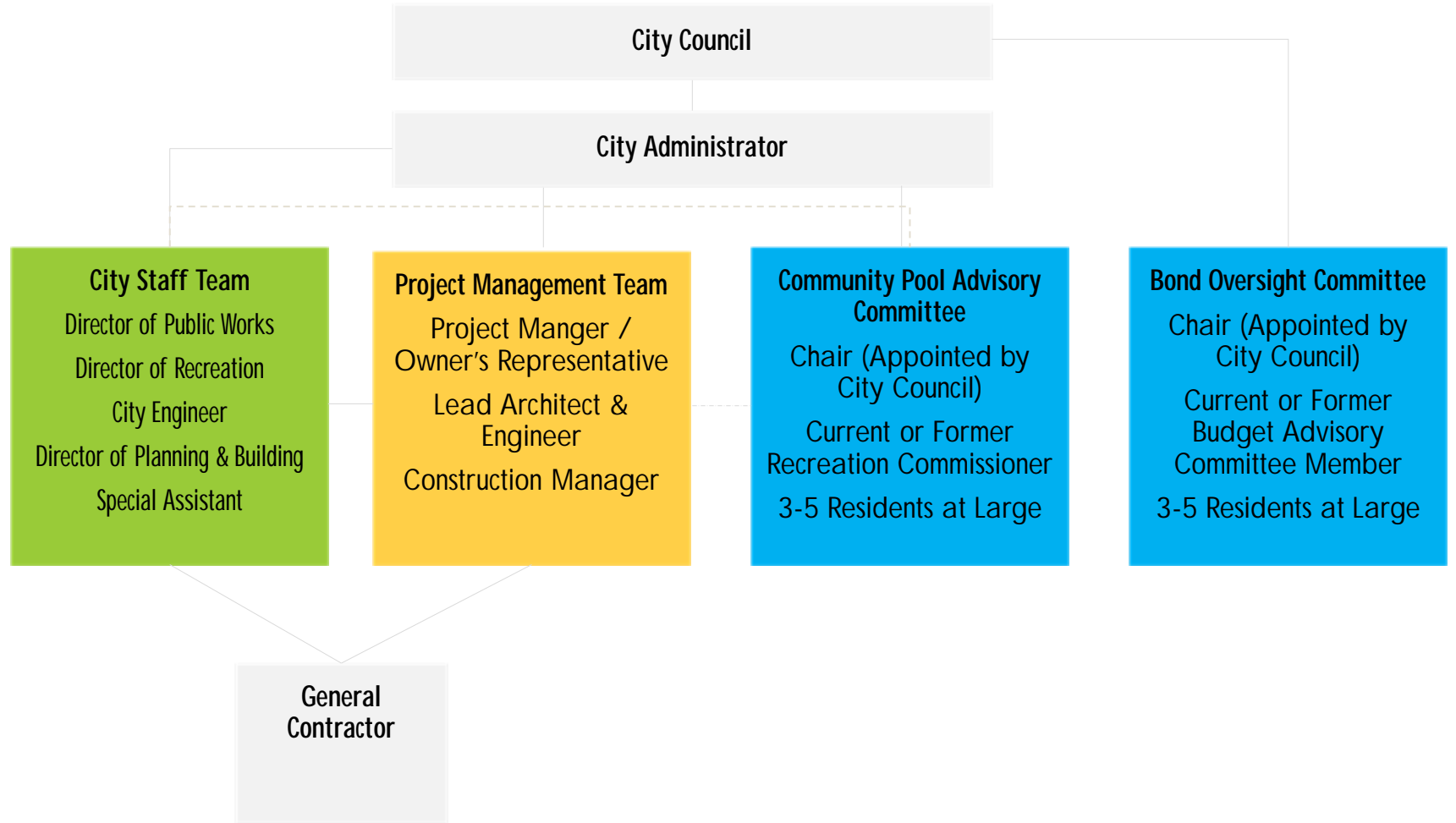
SECTION 7. The Community Pool Advisory Committee shall comply with the Ralph M. Brown Act (Government Code §54950 et seq.) including, but not limited to notice, agenda posting, and public participation requirements.

SECTION 8. The Community Pool Advisory Committee is an advisory body to the City Council and is not an independent decision-making body. All of its recommendations are subject to approval of the City Council.

[END OF RESOLUTION]



PROJECT ORGANIZATION CHART



- City Staff
- Consultants
- Advisory Bodies

As of March 15, 2021

**Item #4 – Establishment of the Community Pool Advisory Committee
Correspondence Received Before 4:00 p.m. on Monday, March 15th**

Hello City Council:

Two suggestions on the resolution to establish the PAC:

1. The scope of the committee should be better defined to include the consideration of city policies. The community pool project needs to adhere to several city policies (Municipal Bay Friendly, Green Building, and Climate Action Plan policies to name a few) and the committee should make these evaluations during this design phase. As drafted, the resolution refers to "priorities" which may be assumed to include city policies however making this term more explicit will assist the committee in its charge. And will direct staff to review these policies with the committee. I recommend the following change in bold:

SECTION 2. The efforts of the Community Pool Advisory Committee will be to offer advice throughout the design process and to serve as a conduit for the community's voice in the design refinement and construction of the Piedmont Community Pool, specifically by: 1) Assisting the project team to ensure the project meets community expectations. 2) Communicating project progress to the community. 3) Making recommendations to staff and the Council on how to balance any conflicting priorities against **city policies**, budget resources and community expectations.

2. Set the size of the committee to be between 7 or 9 members. There are many stakeholder groups that will want to serve on the committee and 4 slots is too few to accommodate these groups. Broader representation on the committee will provide a better conduit for community expectations to the committee. In addition, there may well be the need to establish subcommittees that focus on specific elements of the project - sustainability, design and space of the pool house, elements of the recreational pool. A committee of 5 residents is too few to set up multiple subcommittees. I recommend the following change in **bold**:

SECTION 3. The Community Pool Advisory Committee shall consist of **seven or nine** residents at large, including one current or former member of the Recreation Commission.

Garrett Keating

Dear City Council -

Agenda Item 4 of your upcoming agenda includes "Consideration of the Establishment of the Community Pool Advisory Committee" and I have several suggestions for the makeup of this Advisory Committee.

Please consider selecting 7 to 9 residents for the committee so that it will have the option of establishing subcommittees, if necessary to address community questions and provide technical support to you on specific aspects of the pool design and construction.

Also, please selected members for the advisory committee with technical expertise in various aspects of the project including knowledge of green building, clean energy, and sustainability.

I am looking forward to having a net zero carbon pool that serves the residents of our lovely community.

Best regards,
Indira Balkissoon

Dear City Council
with regard to Agenda Item 4 of tonight's agenda "Consideration of the Establishment of the Community Pool Advisory Committee" and suggest the following for the makeup of this Advisory Committee.

- Please consider selecting 7 to 9 residents for the committee so that it it can support the option for establishing subcommittees that will likely be necessary to address community questions and provide technical support in a substantive way given the complexity of meeting sustainability aspects of the pool design and construction issues and balancing those with strong support for the project by stakeholders.
- Please consider a diverse set of stakeholders with technical expertise and those with knowledge of user needs and please consider including students, e.g., the Green committee in some way.

I am looking forward to having a pool that serves the diverse needs of the community as well as meets net zero carbon sustainability goals.

Regards,
Tom Webster

Dear City Council,

Tonight you'll be considering establishing an advisory committee for the new pool (agenda item #4). It's really important that this committee include people with technical expertise in green construction -- especially in ZNE or carbon neutral construction, renewable energy, and sustainability. It's very concerning that the conceptual plan for the new aquatic facility makes no mention of how it will comply with the GHG emissions reduction targets of Piedmont's Climate Action Plan. The old pool was most likely the single largest user of natural gas within total municipal natural gas usage. The new pool must be designed to not rely on any natural gas, and this will require expert guidance, as this is a relatively new type of undertaking in municipal pool construction.

In addition to including sustainability experts on the committee, the number of members should be expanded beyond five. The project will likely require input from several different areas of expertise, so the committee should have at least 7-9 members.

Thank you for your consideration of this message and for your commitment to reducing GHG emissions from the municipal sector.

Margaret Ovenden
