CAC Facilities Sub-Committee Meeting  
August 30, 2012  
Meeting Notes

Members present: Jerry August, Penny Ellson, Jennifer Hetterly, Jim Schmidt  
Staff present: Richard Hackmann, consultant John Northway

Tour of Cubberley Facilities

Jim and Jerry reported on their observations during the tour of Cubberley facilities. They were pleasantly surprised by the condition of the gyms (recent new floors) and amenities of the theater/auditorium (deep stage, good acoustics, orchestra pit), but thought the lack of backstage or overhead space limited the opportunities for drama in the theater – better for music and dance.

Overall, Cubberley facilities appeared universally aged and lacking modern upgrades, including air conditioning. Jerry noted that the cardiac care tenants had funded and installed a/c for their space. He thought some other tenants may have done the same.

Jerry led a discussion about different approaches to facilities development. (1) the “if you build it they will come” strategy (what we’ve ended up with at Cubberley) and (2) planning and designing with particular programming in mind.

The City’s Comprehensive Plan lays out policies and programs and then the City departments figure out how to implement them – that is where the funding comes in. But there is no designation in the Comp plan for most of the programs here and no sense of the City’s prioritization/financial support for these services. If we want to use approach (2), we need a better sense of what programs/services the City wants to support. We hope the work of the Community Needs Subcommittee will be helpful here.

Additional concern was expressed that funds contributed by various Friends groups ends up supplanting rather than supplementing City funding.

Next Steps:

- Jim has the contact info for Public Works staff responsible for Mechanical/Electrical/Plumbing drawings and will follow up with him.

Milestone 1 - Matrix Outlining Types of Cubberley Community Facilities, condition, and use

Jerry shared the first draft of the spreadsheet with Diane Reklis from the Community Needs subcommittee. He reported that she liked it and gave him a copy
of one that her group had started. He will send the Community Needs version to Richard and the rest of this sub-committee.

The Subcommittee discussed the importance of tracking sources of data in the final matrix (by person/dept who provided it and by date of the data source). It was suggested that we use the most recent data for a specific time frame, 2008-present, and provide a footnote when the data falls outside that timeframe. Another suggestion was to provide links to each report/powerpoint considered as a source, that would allow the reader to look back and retrace the data, including years represented.

Next Steps:

Richard will merge the information from the Community Needs group, Jerry’s spreadsheet, and Jennifer’s comments into a single matrix. Thinks that reconciliation can be completed next week. He will email it to the Chairs and Subcommittee Chairs asking for initial feedback. Then he will work with Susie to get sign-off from the whole group so that staff and committee members can start filling in the data.

**Milestone 2 – Brainstorming**

It was suggested that we think about facilities as
Near Term = until anything new is built
Mid Term = once something new is built (on 8 acres or elsewhere)
Long Term = once the whole site is rebuilt

Penny raised the problem that if we upgrade buildings we risk pricing out our current users, especially child care. If that is the perception, we will lose public support for a bond. Furthermore, PAUSD seems to want maximum flexibility as far as 2019-2030, while the City needs certainty.

Though Foothill College may continue to use limited space, it currently plans to vacate a number of facilities in three years. How can we designate such things in the matrix?

**Joint Use**

Jim described types of contract models between parties, that typically there is one Memorandum of Understanding that includes short term commitments (construction, planning, start-up), and another to manage ongoing operations.

John reported from the Chairs/SubChairs meeting that Richard is working on the Matrix of current joint use examples and that the Subcommittee Chairs plan to coordinate work around joint use investigation. So we will take joint use issues off our agenda pending further guidance from the Chairs/SubChairs. We would like to
be sure that whoever talks to current joint-users asks them about the challenges they had to overcome (re: facilities or users) to make it work.

Community Needs
We’d like to meet with the Subcommittee Chairs for Community and School Needs to talk about programming priorities for Cubberley – what do we want here and what facilities would be needed to support it.

Understanding that they are still working on defining the needs, we’d like a sense of how they are categorizing services here. For example, one of the Chinese schools here might be described as a language service, but is really much bigger: after-school care, including transportation from public schools. It would also be helpful to be able to quantify, in dollar terms, the services to the Community that current tenants provide. For example, Artists in Residence are required to contribute hours teaching at the Art Center and/or opening their studios to the public. What is the dollar value of those services they provide to the community?

Are there ways current facilities could be used more efficiently?

Next Steps:

- Jerry will tease out items of program support for various types of services – what does Comp Plan tell us about what the City is willing to support.

- In preparation for our next Subcommittee meeting, members will contemplate questions for a meeting with School and Community Needs Chairs and ideas about how best to prep for such a meeting.

Future Meetings

Thursday, September 13, 4 pm, Location TBA
Thursday, September 27, 4 pm, Location TBA