Cubberley Community Advisory Committee (CCAC)

Meeting # 11

October 17, 2012
Cubberley Community Center
4000 Middlefield Road, Palo Alto, CA 94303
Theater
5:30-7:30 PM

1. Welcome and call to order

2. Oral communications

3. Approval of the October 3 meeting action notes

4. Discussion and brainstorming of recommendations and alternatives for the short term (5 years)

5. Discussion of Cubberley forum

   a. Thursday, November 8, 2012 at 7:00 PM at the Cubberley Theater

6. Future meetings

   a. Next CCAC meeting will be October 30th or November 1st

7. Adjournment

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Meeting materials will be provided at the meeting. Visit www.cityofpaloalto.org or call (650) 617-3174 for more information.
Cubberley Community Advisory Committee (CCAC)

Action Notes

Meeting # 10

October 3, 2012
Cubberley Community Center
4000 Middlefield Road, Palo Alto, CA 94303
Room H-1
5:30-7:30 PM

1. Welcome and call to order

2. Oral communications

3. Approval of the September 19 meeting action notes
   • Unanimously approved

4. Discussion of Cubberley forum & volunteer identification
   a. Scheduled for November 8, 2012 at 7:00 PM
   • Co-Chair Mandy Lowell said staff will prepare an advertisement for the CCAC members that they can distribute to the groups they represent
   • Lowell asked for day of volunteers to sign-up and a clipboard was passed around. The volunteers who signed-up to assist are:
     o Pam Radin (help with question asking)
     o Bern Beecham
     o Diane Reklis
     o Claire Kirner (can help from 7:30 PM on)
     o Sheri Furman (help plan the presentation)
     o Steve Emslie (staff)
     o Rob de Geus (staff)
     o Tommy Fehrenbach (staff)
   • Co-Chair Mike Cobb recommended purchasing advertising in newspapers but Lowell didn’t agree so that is still TBD
   • It was communicated that the forum would be at Cubberley but it had not been determined where at Cubberley
   • A discussion then ensued on where at Cubberley the forum should be held and whether it would be a large presentation or smaller breakout groups
   • Members also brainstormed ideas about the content of what would be discussed
   • Beecham suggested the CCAC present the problem statements and the do Q & A and see what people think they need to know
Staff was directed to see if the Cubberley Theater or Pavilion was free that day.

The CCAC concluded that further discussion needs to occur about what exactly will be presented/discussed at the forum and that a program for the evening would have to be established so the objective of the event can be communicated to residents.

The CCAC voted to have the first meeting in the Cubberley Theater so staff was directed to reserve that room for November 8.

Community Services staff member Rob de Geus expressed concerns about the theater idea so he will look into other locations to have the meeting at.

Staff was also directed to make sure all CCAC meetings are on the City calendar and to have Jim Keene incorporate the CCAC meetings in his City Manager's comments at Council meetings.

5. Presentation by the Community Needs Subcommittee
6. CCAC Community Needs Subcommittee Chair Diane Reklis, with the assistance of Community Needs Subcommittee member Sheri Furman, gave the presentation.

SEE ATTACHED POWER POINT

Reklis said a lot of people think South Palo Alto is already getting a new community center with the construction of Mitchell Park Library.

Reklis communicated that this is a much smaller facility in scale and operation when compared to Cubberley and would not come close to meeting the needs of Cubberley.

Reklis then discussed the unique community facilities that are already in place.

Cobb noted that Cubberley is the only major community center in Palo Alto and that this group needs to define community center as part of their evaluation process so they can work around that definition.

Reklis discussed community centers in other communities and some of the services they provide.

Furman then described the matrix of public and private service offerings they are creating including the providers.

Furman then described their evaluation of the community users at Cubberley based on the staff survey results of Cubberley tenants.

CCAC member Penny Ellson then described the one year Sunnyvale study that was done to gauge community needs.

Staff noted that a comprehensive needs analysis of Palo Alto would take more time than the CCAC has but a board brush analysis was agreed upon.

de Geus noted that the staff survey written responses were not as detailed as hoped so he and staff are doing follow-up calls with individual users.

Beecham asked the CCAC the question, “What do we need to have to make an informed recommendation by February 28?”

Lowell wants to know what can be done in x amount of square feet.

Reklis expanded on potential new uses or services at Cubberley.
7. Presentation by the Facilities Subcommittee
   - CCAC Facilities Subcommittee member Brian Carilli presented
   - SEE ATTACHED POWER POINT
   - He said since he was limited on time he would not read through the slides and would instead show a map he created of where community services are located in Palo Alto and the tremendous opportunity/value this site presents
   - Carilli reiterated his feeling that this group really needs to think big about what can be done on the site
   - He referenced his professional experience in site planning and said that a better understanding of what should be/is going to be built on the site is still needed
   - In response to some questions Carilli expressed his feeling that using the existing site as-is in the manner the PAUSD has suggested they would consider is very short sited and not a good use of the land
   - The group discussed the level of detail that the CCAC should get into and what is appropriate and what isn’t but no consensus on that was reached
   - Deputy City Manager Steve Emslie then spoke and tried to clarify a few points:
     - He said Carilli was getting into a level of detail he didn’t have to in order for the CCAC to generate recommendations that will help inform the discussion that is going to occur between the City and the PAUSD on what to do with the site
     - He also said if the group feels they need staff to do needs assessment work that the City does not currently have staff to do that but consultants could be hired to assist with that process on a case-by-case basis
   - Ellson said before she goes she wants the CCAC to look at the short, medium, and long term recommendations the CCAC Facilities Subcommittee has in their Power Point presentation and that although they were not read through at the meeting those recommendations, not the site planning, represented the majority of the Subcommittee’s work
   - Emslie then spoke and tried to clarify a few more points:
     - He noted that when the Infrastructure Blue Ribbon Commission (IBRC) made their recommendations for the Municipal Services Center (MSC) they created as one of their deliverables a scope of study that could be used by a consultant for a study of the site in the future but didn’t try to do the study themselves
     - He also noted when the IBRC discussed Cubberley they made broad recommendations about the site not specific recommendations for what should happen with the infrastructure there
He reiterated his recommendation to let go of some of the detail and keep the analysis at a higher level.

- Carilli then reiterated his feeling that until the CCAC defines what should be built on the site it is impossible to organize the site.
- It was agreed upon that some level of site uncertainty needs to be accepted as a part of this process.

8. Discussion and brainstorming of subcommittee next steps
   - Not discussed due to time constraints

9. Future meetings
   - The next CCAC meeting is October 17

10. Adjournment
Exercise For October 17 Cubberley Community Advisory Committee

Development of Short Term (5 years, 2015-2019) Issues—Small Group Discussions

At the October 17, 2012 meeting, the CCAC Steering Committee suggests that we have a discussion focused on the short term issues associated with Cubberley’s future. The Steering Committee proposes starting with the short term issues inasmuch as much of the data and background necessary to consider meaningful recommendations, alternatives and comments have substantially been presented by the Subcommittees. Future CCAC discussions will address medium and long term issues after all Subcommittee deliverables are available to the full CCAC.

The proposed format is for the CCAC to break up into 3 random groups insuring that each group has at least one representative from each Subcommittee. The discussion should take about 30 minutes followed by a 5 minutes presentation from each group to the CCAC. Comments, questions, recommendations and alternatives and will be recorded and available to the full CCAC for our on-going discussion and as input for the development of the draft committee report.

The following questions are provided to frame the short term issues to facilitate conversation and brainstorming:

1. Should the City Renew its lease with PAUSD for an additional 5 years?
   a. If the City were to renew its lease, under what conditions? How would a revised covenant address on-going needs?
   b. What are recommendations for changes to tenants and rents?
   c. Should PAUSD and the City share in maintaining Cubberley?
   d. How should the lease be structured to maintain maximum flexibility for the future uses of Cubberley?
2. Is it feasible to include a community facility on the City’s 8 acres in the 2014 bond measure? Is this a community need?
3. What actions or planning activities should PAUSD and the City undertake during the next 5 years to advance the determination of
the best possible future of Cubberley, and build a consensus for that future?