Cubberley Community Advisory Committee (CCAC)

Meeting # 17

January 9, 2013
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 December 12 and December 19 meeting action notes
4. Continued discussion and voting on initial Cubberley policy proposals
5. Update and discussion regarding the next CCAC Community Forum
6. Future meetings
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)

Draft Action Notes

Meeting # 15

December 12, 2012
Stanford’s Y2E2 Building
473, Stanford, CA 94305
Room 300
5:30-7:30 PM

1. Welcome and call to order

2. Oral communications
   • None

3. Approval of the November 14 and November 28 meeting action notes
   • Approved as amended

4. Presentation by the CCAC Facilities Subcommittee
   • CCAC Facilities Subcommittee Chair Jennifer Hetterly presented a Power Point on how co-location might work from a space perspective (ATTACHED)
   • Hetterly explained that with a redesigned site that maximizes potential efficiencies the square footage of the site can be greatly increased and, in their opinion, can meet the needs of both the City and PAUSD
   • Hetterly communicated this message by showing both current maps of the site and pie charts that show the break-down of how land at Cubberley is currently being used
   • Hetterly reiterated her subcommittee’s support for underground parking

5. Presentation by the CCAC Community Needs Subcommittee
   • CCAC Community Needs Subcommittee Chair Diane Reklis presented a Power Point on the demands, services, and needs of Cubberley and its users (ATTACHED)
   • Reklis noted that demand for services will increase at all age levels as the population of Palo Alto grows
   • She does not believe that it is within the scope of the committee to determine who should be tenants and instead recommends a community services needs study done by a professional
   • Believes current programs can be maintained while allowing flexibility for future City and PAUSD site needs

   • A discussion on these two presentations by the CCAC members then occurred
   • CCAC member Brian Carilli commented that the Cubberley site, as currently designed, is extremely inefficient and with rebuilt structures could drastically increase the capacity of the site
• CCAC members agreed that other options for PAUSD school design should be explored because the land costs of Palo Alto have changed the ability of the PAUSD to construct structures in the way they have historically
• CCAC member John Markevitch commented that just because larger structures can be built an understanding of the impact of those efficiencies should be known on the student quality of life
• CCAC members then discussed preferences and ideas they had for a rebuilt Cubberley site specifically related to how the school structure itself might be built
• CCAC members then discussed the impacts that action or inaction would have on the status quo and the costs associated with such action or inaction
• Question: Can construction be done in stages?
• The CCAC then continued their discussion of the site specially around operational efficiencies such as bicycle and pedestrian access for local residents

6. Tour of the Y2E2 building
• The CCAC went on a tour of the building

7. Future meetings
• The next CCAC meeting was set for December 19th at 5:30 PM at Cubberley

8. Adjournment
CCAC Facilities Subcommittee

Presentation of Findings
December 12, 2012
ABOVE GRADE PARKING

SECOND STORY CONSTRUCTION

REPURPOSED LAND

Repurposed Land 3.9 Acres
Site 3.9 Acres
Repurposed Land 5.5 Acres

REPURPOSED LAND

Repurposed Land 9.4 Acres
Which could equal:
9 Soft ball Fields
6 Football Fields
Over 300,000 Net Sq Ft Building
Cubberley: Our Multigenerational, Cultural, Wellness, Arts & Education Community Center

Community Needs Subcommittee

Community

- Palo Alto strives to provide all its inhabitants a place to live a rich life, full of opportunities to experience, learn, and grow from the cradle to the grave.

Population is growing at all age levels

- PAUSD anticipates 2% growth per year
- Boomer Survey indicates that 80% plan to age in place

Demand Will Increase for Services for All Age Levels

- Child care and early childhood education
- Schools, tutoring, after-school care, and enrichment classes and activities
- Programs for the 1 in 4 adults who are single
- Parenting classes
- Adult recreation and life-long learning
- Wellness classes

Population Distribution by Age

Diversity is Increasing

- Programs for specific languages and cultures
- Programs that serve across cultures (music, art, recreation)
Our Vision for Cubberley

- Multi-generational
- Multi-cultural
- Multi-disciplinary
- Lively and fun
- Flexible for the changing needs of the City and the School District.

Cubberley Master Plan

- Largely implemented
- Neighborhood Clusters of similar users encourage interaction and cooperation
- Grouping the clusters closer to each other would enhance community centeredness and encourage greater participation
- People move across clusters as their needs change

Choosing Future Tenants

- Need to hold an extensive Professional Needs Assessment to determine needs of our community
- Within clusters, we recommend a juried system of evaluating current and potential tenants similar to the one currently in use for artists

We Can Preserve Current Programs and Expand for Future City and School District Needs

- Current community services including parking would easily fit on 8 acres owned by the City
- More efficient location of services would enhance community center and could allow for more space for fields
- High School of the Future could take less space than current schools

Benefits of Working Together

- Synergy between community center providers and district enhance programs
- Shared facilities save resources
- More likely to gain support of voters for bond

Opportunity Costs of Inaction

- Limited land to relocate services will disappear to developers
- Cost to PAUSD of buying back the City’s 8 acres
- $18 million needed for renovations would pay for underground parking
We Can and We Must Work Together
1. Welcome and call to order

2. Oral communications
   - Palo Alto Adult School Principal Kara Rosenberg spoke and recommended that the group ensure facilities are maintained that can support high quality programs that are broadly appealing and have sufficient parking and lighting.

3. Discussion and voting on initial Cubberley policy proposals
   - CCAC Co-Chair Mike Cobb introduced the topics that will be discussed and asked the group to keep the conversations at a high-level as much as possible

<table>
<thead>
<tr>
<th>CCAC Members Present for Voting</th>
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<tbody>
<tr>
<td>Susan Bailey</td>
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<td>Penny Ellson</td>
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<td>Jim Schmidt</td>
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<td>Bern Beecham</td>
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<td>Sheri Furman</td>
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<td>Greg Tanaka</td>
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<td>Michael Bein</td>
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<td>Jennifer Hetterly</td>
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<td>Lanie Wheeler</td>
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<td>Lessa Bouchard</td>
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<td>Claire Kirner</td>
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<td>Jean Wilcox</td>
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<td>Brian Carilli</td>
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<td>Mandy Lowell</td>
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<td>Anne Wilson</td>
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<tr>
<td>Mike Cobb</td>
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<td>Diane Reklis</td>
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<td>Tom Crystal</td>
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<td>Rachel Samoff</td>
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- The CCAC started by discussing which of the five medium-term and long-term scenarios they should recommend

<table>
<thead>
<tr>
<th>Scenarios</th>
<th>Summary</th>
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<tbody>
<tr>
<td>Scenario A</td>
<td>The entire Cubberley site becomes a joint / shared City / PAUSD use facility.</td>
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<td>Scenario B</td>
<td>The City retains 8 acres and the PAUSD retains 27 acres with each cooperatively determining their respective uses. (In this scenario, the location of the 8 acres on the site may be changed if mutually agreed).</td>
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<td>Scenario C</td>
<td>The City pursues planning for and use of its 8 acres independent of the PAUSD plans/uses for their 27 acres.</td>
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<td>Scenario D</td>
<td>No decision is made about the medium-term use of the Cubberley site by the PAUSD, with the assumption that there will be no high school use for a 15 – 25 year time period (status quo). The PAUSD decision regarding the use of the site for a high school will be made at some future time, but not immediately.</td>
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<td>Scenario E</td>
<td>The entire 35 acre site will eventually be returned to PAUSD uses.</td>
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- Scenarios D and E were removed from the CCAC’s list of recommended scenarios
- Members expressed strong support for Scenario A but made note of potential difficulties with it and recognized that another scenario might have to be eventually selected

**Recommendation** | **Vote**
---|---
It is the strong recommendation of the CCAC to recommend Scenario A | 17-0-0

- The CCAC then discussed how to phrase a number of subsequent recommendations they felt should be made now that Scenario A had been selected as their recommended alternative

**Recommendation** | **Vote**
---|---
The City and PAUSD should renegotiate a [lease extension] option with additional conditions | 17-0-0

- CCAC member Greg Tanaka arrived

**Recommendation** | **Vote**
The current covenant not to develop should be removed from a Cubberley lease extension | 18-0-0

- The CCAC acknowledged that addressing different issues independently affords them greater flexibility in their recommendations and helps to clarify their position on each issue
Recommendation | Vote
--- | ---
Childcare should continue to be provided at school sites and is important for the community | 18-0-0

- A long discussion then ensued about pros and cons of a five-year lease versus a 10-year lease
- It was understood that it is likely major renovations on the full site would not take place for at least 10 years but many members expressed an interest in recommending a shorter lease because they felt it would encourage the City Council and School Board to act faster
- The CCAC then discussed what the best milestones would be in a revised lease to ensure that the City and PAUS proceeded with an expedited site planning process
- CCAC Co-Chair Mandy Lowell arrived

Recommendation | Vote
--- | ---
Operating costs should not be shared in a five year window | 19-0-0

Recommendation | Vote
--- | ---
Facility upgrades beyond routine maintenance should be negotiated | 19-0-0

- CCAC member Jim Schmidt left

Recommendation | Vote
--- | ---
Capital expenses in the first five years of the lease extension should be shared | 15-2-1

Recommendation | Vote
--- | ---
A site master plan needs to be developed in the first five years [of any lease extension] | 18-0-0

Recommendation | Vote
--- | ---
In the first five years [of any lease extension] there should be a community needs assessment with professional support | 17-0-1

Recommendation | Vote
--- | ---
The CCAC should recommend a five year lease extension that is automatically extended to ten years if certain milestones are met | 10-3-5
• The CCAC recognized that the 10-3-5 vote on the lease extension term described above was not sufficient for their final report and would need to be revisited

4. Future meetings
• City of Palo Alto Deputy City Manager Steve Emslie and Cobb informed the CCAC that they should be prepared to meet weekly until the end of February following New Years

5. Adjournment
INITIAL CCAC POLICY PROPOSALS FOR CUBBERLEY
12-19-12

To the end of developing some specific policy proposal decisions by the CCAC for the report to the Council and PAUSD, the following issues are presented to the CCAC Committee of the Whole for discussion and, to the extent practicable, initial decisions. Depending on which of the potential scenarios is selected or given priority, because they have different impacts on the policy proposals noted below, some of these decisions are scenario-dependent.

Medium and long-term scenarios
A number of medium and long-term scenarios were considered for the future of Cubberley. Which of these are recommended for continued study:

Scenario A — The entire Cubberley site becomes a joint / shared City / PAUSD use facility. SUPPORTED 17 - 0

Scenario B — The City retains 8 acres and the PAUSD retains 27 acres with each cooperatively determining their respective uses. (In this scenario, the location of the 8 acres on the site may be changed if mutually agreed).

Scenario C — The City pursues planning for and use of its 8 acres independent of the PAUSD plans/uses for their 27 acres.

Scenario D — No decision is made about the medium-term use of the Cubberley site by the PAUSD, with the assumption that there will be no high school use for a 15 - 25 year time period (status quo). The PAUSD decision regarding the use of the site for a high school will be made at some future time, but not immediately.

Scenario E — The entire 35 acre site will eventually be returned to PAUSD uses.

Lease renewal
Should the City and PAUSD negotiate a renewal of the Cubberley lease? SUPPORTED 17 - 0
Should renewal of the Covenant Not to Develop be included in the renewal? COVENANT TO NOT BE INCLUDED SUPPORTED 18 - 0
Should the agreement continue to include child care space at each of the elementary schools? SUPPORTED 18 - 0
If yes ...

Lease terms and conditions
Term: What should be the term of the lease ... 5 years or longer?
What renewal provisions/triggers should be part of the lease?
*AFTER 10-3-5 VOTE ON LEASE TERM, AGREEMENT TO REVISIT THE SUBJECT
Conditions: Which of the following conditions should apply?

Use 5 years to develop long-range master plan

**SUPPORTED 18 - 0**

Development of a joint City/PAUSD MOU supporting development of a master plan?
Development of a Community Needs Assessment with professional support?

* **SUPPORTED 17 - 0 - 1**

Expand City/PAUSD joint use agreement models, including additional PAUSD facilities?

Determine improvements that can be made near term that serve all potential or at least likely outcomes (example: restrooms for playing fields)?

Should the lease include an agreement to share operating costs?

* **NON-SHARING OF OPERATING COSTS SUPPORTED 19 - 0**

* **SHARING OF CAPITAL COSTS SUPPORTED 15 - 2 -1**

Should facilities upgrades beyond routine maintenance be negotiated?

* **SUPPORTED 19 - 0**

* During five year term.

Operations during the term of the lease

Which of the following operational steps should be undertaken during the term of the lease (some of which are time-critical)?

Establish/implement a process for dealing with current tenants as leases expire
Establish/implement policies for reuse of soon to be vacated Foothills space
Explore options for self-improvement of their own facilities by tenants
Agreement for on going maintenance ... including payment responsibility
Explore continued community use of the playing fields, together with the creation of additional fields to accommodate uses that might be displaced from Cubberley.
Increase public awareness of Cubberley services

Finances

Should Cubberley be a part of the planned 2014 bond issue?
Should Cubberley improvements that could serve likely future scenarios be included in the bond issue?
Should the City/PAUSD investigate and implement, where feasible, expanded revenue opportunities?
Should the City/PAUSD investigate joint funding opportunities and/or mechanisms for long term improvements/operations?

Governance issues (Scenario A)

Should the City /PAUSD investigate alternative forms of governance for a joint use facility(e.g., a Joint Powers agreement or Agency)?

Ownership issues (Scenario B)

Should the City keeps control of 8 acres?
Should the City develop plans for development of its 8 acres before the PAUSD determines its plans for a school use?