



City of Los Altos

Community Center Master Plan

City Council Program Review

Meeting 2

December 16, 2008





Agenda

- Agenda and Context/Purpose/Intended Results
- Review of Plan of Service Organizing Principles
- Program Recommendations
 - Civic Services and Police Program Review
 - Library and Swim Facility Program Review
 - Theater Services and Program Review
 - Recreation and Community Center Services and Program Review
- Council Direction / Action
- Feedback / Next Steps



AGENDA

Context

City Council has requested that the Core Team propose final recommendations for all program elements. Initial Council direction for Civic Services, Police, Library and Swim Facility programs must be confirmed and direction for the Theater and Community Center programs must be established.

The Service Delivery impacts and program revisions direction is needed to finalize which spaces should be included in the Facility Scenario development.



AGENDA

Purpose

The purpose of this meeting is to:

- Review all Program Elements and Discuss Core Team Recommendations for Program Revisions
- Gain Final Direction for Program Elements for Inclusion in Facility Scenarios



AGENDA

Intended Results

- Gain a Shared Understanding of Program Revisions Impacts to the Service Model
- Formalize Council Direction for Reductions / Revisions for all Program Elements



Facility Program Comparisons

Program Element	Existing Facilities	Space Allocation Study (w/35% Growth), Library and Pool Needs Assessments	Proposed Master Plan Program (10/20/08)	Proposed Master Plan Program (12/16/08)
Civic Services	9,882 sf	13,325 sf	23,562 sf	19,880 sf – TBC
Police Department	11,641 sf	15,857 sf	18,814 sf	18,814 sf – TBC
Community Center	33,970 sf + 6,350 sf circulation= 40,320 sf	36,960 sf	76,005 sf	Direction Needed
Multi-Purpose Theater	4,570 sf	N/A	32,743 sf	Direction Needed
Library	28,050 sf	39,440 sf	47,866 sf *Depending on Renovation or New Facility and Height	47,866 sf – TBC *Depending on Renovation or New Facility and Height
Swim Facility	*Unknown	22,414 sf *Includes One Pool + Water Play Feature	39,860 sf *Includes Two Pools + Water Play Feature	39,860 sf – TBC *Includes Two Pools + Water Play Feature
Exterior Spaces	*Unknown	*Unknown	266,805 sf Program 171,350 sf Parking	266,805 sf Program TBD Parking



Plan of Service and Service Concept

Organizing Principles for the Facility Program



Plan of Service – Service Concept

- ❑ *Civic Services & Community Information Hub*
 - Principle and Value Based Service
 - Easily Accessible, Up-to-Date, Accurate Information
- ❑ *Community Engagement & Collaboration*
 - Ongoing, Adaptability to Community Needs
 - Meaningful, Personalized Human Interaction
 - Symbiotic Relationship Volunteerism and Service Organizations
- ❑ *Lifelong Learning & Enrichment*
 - Community Learning as a Way of Life
 - Cultural and Arts Experiences
- ❑ *Health Fitness & Wellbeing*
 - Holistic Approach to Resources for Multi-Generational Community
 - Recreation and Leisure Activities for Whole Community





Core Team Program Recommendations

Program Direction Confirmation for:

Civic Services

Police Department

Library

Swim Facility

Theater Services & Program Review

Recreation/Community Center Services & Program Review



Program Recommendations

□ Civic Services - 19,880 gross sf

- Improvements and Amenities:
 - Enhanced, Accessible Public Lobby and Staff / Public Interaction Space
 - Accessible Public Restrooms
 - Sufficient Offices for Current and Anticipated Staff Positions
 - Increased Access to Conference Space for both Staff and Staff / Public Use
 - Enhanced City Council Chambers and Amenities
- Compromises:
 - Reduction in Offices as outlined in Initial Master Plan Program
 - Building Materials Storage held Offsite (Existing Condition)
- Advisory Committee Discussion
 - Concern with Limiting Future Offices Spaces

*Council
Direction*



Los Altos Civic Center Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Administrative & Finance	1754		Community Engagement, City Government and City Administration						1,820 net sf
		2.A.03.01	Records Room	1	180	180	1	180	180
Volunteer		2.A.03.04	Volunteer	1	80	80	1	80	80
		2.A.03.05	Volunteer Coordinator	1	80	80	1	80	80
		2.A.03.06	Records Coordinator	1	120	120	0	120	0
Assistant City Manager Office		2.B.01.01	Asst. City Manager	1	120	120	1	120	120
City Manager Office		2.B.01.02	City Manager	1	160	160	1	160	160
Comm. Prog. Coord.		2.B.01.03	Special Projects Manager	1	80	80	0	80	0
Executive Admin. Sec.		2.B.01.04	Executive Administrative Asst.	1	80	80	1	80	80
Vault		2.B.02.01	Document Vault Storage	1	120	120	1	120	120
Personnel Payroll Tech, Acct. Asst III, Acct. Asst		2.B.02.02	Financial Services	1	400	400	1	400	400
Human Resources tech		2.B.02.03	Human Resources Technician	1	120	120	1	120	120
Human Resources Manager Office		2.B.02.04	Human Resources Manager	1	160	160	1	120	120
Mgt. Analyst, Temp. Finance Assist.		2.B.02.05	Finance Director	1	120	120	1	120	120
City Clerk Office		2.B.02.06	City Clerk	1	160	160	1	160	160
Admin		2.B.02.06	Receptionist	1	60	60	0	60	0
Financial Service Manager Office		2.B.02.07	Finance Services Manager	1	80	80	1	80	80
		2.B.02.07	Deputy City Clerk	1	80	80	0	80	0
Files									
Printer									
Community Development	1254		Community Development						1,480 net sf
Comm. Dev. Director Office		2.C.01.01	Comm. Dev. Director	1	120	120	1	120	120
		2.C.01.02	Economic Dev. Coordinator	1	80	80	1	80	80
Senior Planner Office		2.C.02.02	Planning Services Manager	1	120	120	1	120	120
		2.C.02.02	Contract Inspector	1	80	80	1	80	80
Building Official Office		2.C.02.03	Building Official	1	120	120	1	120	120
Assist. Planner		2.C.02.04	Assistant Planner	2	80	160	2	80	160
Associate Planner Office		2.C.02.05	Associate Planner	1	80	80	1	80	80
Planner (2)		2.C.02.06	Permit Technician	2	80	160	2	80	160
Building Inspectors (4)		2.C.02.08	Building Inspector	4	80	320	4	80	320
Bldg. Admin.		2.C.02.09	Executive Assistant	1	80	80	1	80	80
Plan. Admin.		2.C.02.10	Office Assistant	1	80	80	1	80	80
Draft		2.C.02.11	Unassigned Workstation	1	80	80	1	80	80
Storage		2.C.02.12	Drawing Storage	1	60	60	1	60	60
		2.C.02.13	Building Inspector Review Station	1	20	20	1	20	20

Los Altos Civic Center Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Public Works	1038		Engineering						1,050 net sf
Assistant Public Works Director		2.D.01.01	Senior Engineer	1	80	80	1	80	80
Public Works Director Office		2.D.01.02	Senior Engineering Services Manager	1	120	120	1	120	120
Eng. Admin.		2.D.01.03	Executive Assistant	1	80	80	1	80	80
Eng. Tech. Office		2.D.01.04	Engineering Technician	2	80	160	2	80	160
Junior Engineer		2.D.01.05	Junior Engineer	1	80	80	1	80	80
Assistant Engineer		2.D.01.06	Assistant Engineers	2	80	160	2	80	160
Trans. Engineer Office		2.D.01.07	Transportation Engineer	1	80	80	1	80	80
Associate Civil Engineer Office		2.D.01.08	Associate Civil Engineer	2	80	160	2	80	160
GIS Station/Volunteer		2.D.01.10	Unassigned Workspace	1	80	80	1	80	80
		2.D.01.11	Resource Library	1	30	30	1	30	30
Draft		2.D.01.12	Plan Layout Space	1	20	20	1	20	20
Shared Space	1551		Shared Space						4,940 net sf
Conference Room		1.E.01.03	Small Conference Room	5	120	600	5	120	600
		1.E.01.04	Medium Conference Room	1	320	320	1	320	320
		1.E.01.05	Large Conference Room	1	630	630	0	630	0
		1.E.02.02	General Conference Room Storage	6	70	420	6	70	420
Coffee		1.F.01.01	Refreshment Bars	4	40	160	4	40	160
Front Desk		2.A.01.02	Reception/Information Counter	1	200	200	1	200	200
		2.A.01.03	Cashier	1	60	60	1	60	60
		2.A.01.04	Comm. Dev. / Eng.Public Counter	1	450	450	1	450	450
Mayor Office		2.B.01.05	Flexible Work Office	1	120	120	1	80	80
		2.B.03.01	Storage Preparation and Rollout	1	200	200	1	200	200
		2.B.03.02	IT Assistant	1	80	80	1	80	80
		2.B.03.03	IT Manager	1	80	80	1	80	80
Plan Check		2.C.02.01	Plan Check Station	4	20	80	4	20	80
Copy/Printer		2.G.01.01	Ancillary Copy/Print Room	2	100	200	2	100	200
Postage		2.G.01.02	Staff Mail Center	1	20	20	1	20	20
Main Copy Room		2.G.01.03	Main Copy/Print/Distribution Center	1	450	450	1	300	300
Fax									
Plotter									
Graphics Room									
Storage		2.G.02.01	Identified Documents Storage	1	780	780	1	780	780
Central Office Supplies		2.G.02.02	Departmental Supply Storage	8	30	240	0	30	0
Break Room		2.G.03.01	Staff Break Room	1	720	720	1	720	720
Files									
Hanging Files									

SERVICE + ENVIRONMENT = EXPERIENCE

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Los Altos Civic Center Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Public Space	2028		Public Space						4,220 net sf
		1.B.01.03	Sister City Display	1	50	50	1	50	50
		1.E.01.06	Small Public Conference Room	1	120	120	1	120	120
Lobby, Waiting Area, Public Computer Desk		2.A.01.01	Lobby	1	500	500	1	500	500
Community Chambers		2.A.02.01	Council Chambers	1	2000	2000	1	2000	2000
Vestibule		2.A.02.02	Council Chambers Lobby	1	350	350	1	350	350
		4.A.01.01	Building Materials Storage	6	100	600	3	100	300
		4.A.01.02	Trash/Recycling	4	150	600	2	150	300
Restrooms									
Subtotal Public Spaces Sq. Ft.	7,625		Subtotal Public Spaces Sq. Ft.			14,840			12,800
Gross Sq. Ft.	See below		Gross Sq. Ft. (x 1.35x 1.15)			23,039			19,872
Other (restrooms, Janitor Closets, Mech. Space etc.)	2257								
Total Sq. Ft.	9,882		Total Sq. Ft.			23,039			19,872



Program Recommendations

☐ Police Program - 18,814 gross sf

- Improvements and Amenities:
 - Enhanced Facility Structure to meet Current Essential Services and other Codes
 - Increased Staff and Materials Storage Areas
 - Provision of Appropriate Emergency Operations Center
 - Upgraded Facilities for Processing Areas, including Separated Male / Female Processing Areas
- Compromises:
 - No Noted Compromises
- Advisory Committee Comments:
 - No Requests for Revision

*Council
Direction*



Los Altos Police Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Administration	1119								1,880 net sf
Chief of Police's Office		3.A.01.01	Chief of Police	1	160	160	1	160	160
Police Services Manager Office		3.A.01.02	Police Services Manager	1	120	120	1	120	120
Admin Captain Office		3.A.01.03	Administrative Captain	1	120	120	1	120	120
Admin Assistant Office		3.A.01.04	Executive Administrative Assistant	1	80	80	1	80	80
		3.A.01.05	Detective Sergeant	1	120	120	1	120	120
		3.A.01.06	Operations Lieutenant	1	120	120	1	120	120
		3.A.01.07	Administrative Services Lieutenant	1	120	120	1	120	120
		3.B.01.01	Crime Prevention	1	80	80	1	80	80
		3.C.03.05	Emergency Manager	1	120	120	1	120	120
		3.C.03.06	Hostage Negotiator	1	120	120	1	120	120
		3.C.04.04	Communications Supervisor	1	120	120	1	120	120
		3.C.04.05	Records Specialist Supervisor	1	120	120	1	120	120
		3.C.04.05	Records Specialist	4	80	320	4	80	320
		3.D.01.01	Training Coordinator	1	80	80	1	80	80
Admin & Training Sergeant Office		3.D.01.02	Training Sergeant	1	80	80	1	80	80
Records						0			0
Field Services	992								1,200 net sf
School Resource Office		3.B.01.02	School Resource Officer	1	80	80	1	80	80
		3.B.01.03	SRO Supplies	1	50	50	1	50	50
		3.B.01.04	Public Fingerprinting and Identification	1	150	150	1	150	150
Detectives(2)		3.C.01.01	Detectives	2	80	160	2	80	160
Patrol Sergeants (4)		3.D.01.04	Patrol Sergeants	4	80	320	4	80	320
		3.D.02.01	Code Enforcement	1	80	80	1	80	80
Parking Enforcement Office		3.D.03.01	Parking Enforcement	1	80	80	1	80	80
		3.D.03.02	Traffic Sergeant	1	120	120	1	120	120
		3.D.03.03	Traffic Officer	2	80	160	2	80	160
Traffic & Report Writing						0			0
Community Services (2)						0			0
Detective Office						0			0

Los Altos Police Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Support Services	1820								3,840 net sf
		3.B.02.01	Volunteer	1	80	80	1	80	80
		3.C.01.02	Technology Bar	1	100	100	1	100	100
		3.C.03.03	Radio Room	1	100	100	1	100	100
		3.C.03.04	SWAT Storage Room	1	120	120	1	120	120
Phones/Dispatch		3.C.04.02	911 Phones / Public Answering System	1	80	80	1	80	80
Communications / Dispatch (4)		3.C.04.03	Communication Center (Dispatch)	1	300	300	1	300	300
Property and Evidence		3.D.05.01	Department Office (Evidence)	1	120	120	1	120	120
Bag and Tag		3.D.05.02	Evidence Prep. And Packaging	1	240	240	1	240	240
		3.D.05.03	Large Item Hold and Prep.	1	240	240	1	240	240
Property and Evidence Storage		3.D.05.04	General Evidence Storage	1	2000	2000	1	2000	2000
		3.D.05.05	Auction Staging	1	150	150	1	150	150
		3.D.05.06	Department Ammunition	1	80	80	1	80	80
		3.D.05.07	Emergency Supplies	1	150	150	1	150	150
		3.D.05.08	Public Release Staging Area	1	80	80	1	80	80
		3.D.05.09	Hazmat Storage	1	100	100	1	100	100
		3.D.05.10	Property CSO	1	120	120	1	120	120
IT Office						0			0
IT/Server						0			0
Temporary Detention	1025								1,164 net sf
Hold Cells (4)		3.D.07.01	Secure Holding Cell with Restroom	4	100	400	4	100	400
Booking Area		3.D.07.02	Fingerprinting and Identification	1	80	80	1	80	80
Toilet		3.D.07.03	Secure Restroom Single-Occupancy	2	140	280	2	140	280
Interview Room		3.D.07.04	Suspect Interview Room	2	120	240	2	120	240
		3.D.07.05	Weapons Locker	1	36	36	1	36	36
		3.D.07.06	Personal Belonging Storage	1	24	24	1	24	24
		3.D.07.07	Secure Seating	1	24	24	1	24	24
		3.D.07.08	Secure Entrance	1	80	80	1	80	80

Los Altos Police Program Analysis

Anderson Brule' Architects

Existing Civic Center		Full Master Plan Program (10/20/08)					Recommended Program		
Name	Total Area	Ref. No.	Name	Quantity	Unit Area	Total Area	Quantity	Unit Area	Total Area
Shared Space	2847								3,635 net sf
Conference Room		3.A.03.01	Conference Room	1	240	240	1	240	240
File Storage		3.A.03.02	Document Storage	1	135	135	1	135	135
Server Room		3.A.03.03	Server Room	1	300	300	1	300	300
Copy Room		3.A.03.04	Copy Center	1	200	200	1	200	200
Locker Rooms		3.A.03.05	Staff Locker Room	1	980	980	1	980	980
Storage		3.A.03.06	Supply Storage	1	500	500	1	500	500
		3.A.03.07	Patrol Officer Lockers	1	300	300	1	300	300
Briefing Room		3.A.03.08	Briefing Room	1	240	240	1	240	240
Break Room and Kitchen		3.A.03.09	Police Break Room	1	120	120	1	120	120
		3.C.03.01	EOC Room	1	500	500	1	500	500
Shared Office		3.D.01.03	Report Writing Room	1	120	120	1	120	120
Public Space	289								180 net sf
Lobby		3.A.02.01	Lobby	1	100	100	1	100	100
		3.A.02.02	Receptions and Information Counter	1	80	80	1	80	80
						0			0
Restrooms									
Subtotal Public Spaces Sq. Ft.	8,092		Subtotal Public Spaces Sq. Ft.			12,119			12,119
Gross Sq. Ft.	See below		Gross Sq. Ft. (x 1.35x 1.15)			18,815			18,815
Other (restrooms, Janitor Closets, Mech. Space etc.)	3,655								
Total Sq. Ft.	11,747		Total Sq. Ft.			18,815			18,815



Program Recommendations

□ Swim Facility – 39,860 gross sf

- Improvements and Amenities:
 - Included Full EIR Program (from April 2004)
 - Two Pools plus Waterplay Feature
 - Inclusion of Restroom and Locker Facilities
 - Parking Requirements from Full EIR Program Included (126 Spaces)

□ Library Facility – 47,866 gross sf

- Improvements and Amenities:
 - Enhanced Library Needs Assessment Program to include New Facility Increases
 - Enhanced Display and Increased Capacity of Shelving
 - Increased Seating Capacity by ~25% and Public Access Computers by ~50%
 - Includes Space for Friends of the Library Storage and Sales
 - Creation of Dedicated Children's Programming Space
 - Increased Processing and Staff Space

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Theater Services Review



Theater Program – Reduction Considerations

- ❑ Full Theater Program or Simpler Multi-Purpose Theater
- ❑ Potential for Off-Site Locations for Costume/Set Construction and Storage
- ❑ Option of Shared or Dedicated Rehearsal Spaces (Rehearsal, Dance and Music Room)
- ❑ Identified Reduction in Performer Support Spaces
- ❑ Phasing of Extended Program – Include Footprint on Site Layout





Theater Program – Core Team Recommendation

☐ Multi-Purpose Auditorium - 11,500 gross sf

- Improvements and Amenities:
 - Larger Theater – 200 Seats compared to current 99 Seats
 - Full Fly Space or Modified Fly Space Possible
 - Audience Support Spaces (Box Office, Lobby, Concessions, Restrooms, etc.)
 - Enhanced Performer Dressing/Toilet/Makeup Space
 - Can Include Extended Theater Program Footprint on Site, as a Phased Future Option
- Compromises:
 - Scenery and Costume Construction and Storage would be Offsite
 - Theater Organization Offices would be Offsite
 - Shared Dance/Rehearsal Spaces – through Community Center Program Spaces
- Advisory Committee Discussion
 - Agreed with Multi-Purpose Approach for Theater Space
 - Discussed Increasing Program to Include Dedicated Rehearsal Spaces (Add 2,950 gross sf)
 - Discussed Including Some On-Site Storage & Construction space (SF to be Determined)

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Community Center / Recreation Program

Program Drivers / Service Delivery Methods
Current Facility Program



Current Service Delivery Model

❑ Recreation Services

- Spaces to Generate Revenue: Classes and Camps
- Spaces to Support Revenue Generation
- Services Offered by Contractor Instructors
 - 40% of Revenue Goes to Recreation

❑ Other Programs

- Services that the City Expects to Continue to Subsidize
- Partner Organization Spaces are Currently Partially Subsidized; Intent for Future Partner Use of Space will be at Market Rate



Community Center Program – Core Team Recommendation

□ Community Center (55,600 gross sf)

- Improvements and Amenities:
 - Increase in Program Rooms for Recreation Programming
 - Enhanced Fitness Facilities
 - Development of a Multi-Generational, Multi-Use Facility
 - Enhanced and Increased Community Program and Event Spaces and Storage Capacity
 - Upgraded Food Services and Catering Area for Events
 - Increased Recreation Administration & Support Space
 - Upgraded, Accessible Restrooms and Facilities
- Priorities
 - Prioritized Space for Los Altos Recreation Programs
 - Shift to Market Rate Rental of Space for Partner Organizations
- Advisory Committee Discussion
 - Concern with Reduction in Partner Organization Program Space

*Council
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Los Altos Community Center Program Analysis

Anderson Brule' Architects

Existing Community Center				Full Master Plan Program (10/20/08)					Recommended Program		
Name	Qty	Unit Area	Total Area	Ref. No.	Name	Qty	Unit Area	Total Area	Quantity	Unit Area	Total Area
Program Spaces			16,073		Program Rooms						8,470 net sf
Classroom	1	738	738	1.C.01.01	Small Program (Rascal Room)	1	700	700	1	700	700
			-	1.C.01.02	Large Program Room	1	1500	1500	1	1500	1500
Classrooms	5	940	4,700	1.C.01.03	Standard Program Room	10	1000	10000	3	1000	3000
			-	1.F.01.01	Program Kitchen	1	270	270	1	270	270
			-	1.C.01.04	Art Program Room	3	1000	3000	2	1000	2000
			-	1.B.02.03	Music Program Room	0	0	0	1	1000	1000
Partner Dedicated Spaces											
Adult Education Classrooms	5	943	4,715								
Friends of Library Storage	1	936	936								
Braille Institute	1	936	936								
LAYT Storage	1	936	936								
Children's Partner Org.	1	3112	3,112								
Fitness Spaces			2,579		Indoor Fitness Program Rooms						7,240 net sf
			-	1.C.02.01	Fitness Program Room	2	1000	2000	2	1000	2000
Social Hall	1	2579	2,579	1.C.02.02	Large Fitness Program Room	3	2500	7500	1	2500	2500
			-	1.C.02.03	Fitness Equipment Room	1	2000	2000	1	2000	2000
			-	1.C.02.04	Locker Room	2	370	740	2	370	740
Subsidized Spaces			940		Senior, Teen and Children's Program Spaces						5,362 net sf
			-	1.D.01.01	Teen Lounge	1	630	630	1	630	630
Classroom 10	1	940	940	1.D.02.01	Senior Lounge	1	1000	1000	1	1000	1000
			-	1.D.05.01	Game Room	1	830	830	1	830	830
			-	1.D.05.02	Card Lounge	1	730	730	1	730	730
			-	1.D.03.01	Children's Program Room	2	900	1800	2	900	1800
			-	1.D.03.02	Children's Toilets	4	18	72	4	18	72
			-	1.D.03.03	Adult Toilet (Children's Sp.)	1	60	60	1	60	60
			-	1.D.04.01	Counseling Room	2	120	240	2	120	240

Los Altos Community Center Program Analysis

Anderson Brule' Architects

Existing Community Center				Full Master Plan Program (10/20/08)					Recommended Program			
Name	Qty	Unit Area	Total Area	Ref. No.	Name	Qty	Unit Area	Total Area	Quantity	Unit Area	Total Area	
Community and Event Spaces			8,252	Community and Event Spaces / Food Service and Catering					8,901 net sf			
LAYC	1	5406	5,406	1.E.01.01	Multi-purpose Room	1	5000	5000	1	5000	5000	
			-	1.E.02.01	Multi-purpose Room Storage	1	516	516	1	516	516	
Multi-Purpose Room	1	2331	2,331	1.E.01.02	Small Multi-Purpose Room	1	2500	2500	1	2500	2500	
Warm Up Kitchen	1	515	515	1.F.01.04	MPR Catering Kitchen	1	600	600	1	600	600	
			-	1.F.01.05	Bulk Food Storage	1	100	100	1	100	100	
			-	1.F.01.01	Refreshment Bars	3	40	120	3	40	120	
			-	1.F.01.03	Barbecue Area	1	65	65	1	65	65	
Subtotal Public Spaces Sq. Ft.			27,844	Subtotal Public Spaces Sq. Ft.					41973	29973		
Gross Sq. Ft.			See below	Gross Sq. Ft. (x 1.4.x 1.15)					67577	48257		
Administration				Administration and Support Spaces					4,730 net sf			
Admin. Office	1	1992	1,992		Admin. Storage	1	2840	2840	1	2641	2641	
					Admin. Office	1	2589	2589	1	2089	2089	
Subtotal Administrative Sq. Ft.			1,992	Subtotal Administrative Sq. Ft.					5429	4730		
Gross Sq. Ft.:				Gross Sq. Ft. (x 1.35.x 1.15)					8429	7343		
Other (restrooms, Janitor Closets, Mech. Space etc.)	1	4134	4,134									
Exterior Circulation	1	6350	6,350									
Total Sq. Ft.			40,320	Total Sq. Ft.					76005	55600		

		Weekday Year Round					Midday					Late Afternoon/Evening				
		Morning														
		M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
Rascal Room (Sm Prog)	700 sf	[Red]					[Red]									
Lg Program Rm	1,500 sf	[Green] Large Format Activities					[Green] Large Format Activities									
Strd Program Rm	1,000 sf	[Green]					[Green]									
Strd Program Rm	1,000 sf	[Green]					[Green]									
Strd Prog Rm w/Demo K	1,270 sf															
Art Program Rm	1,000 sf						[Patterned] Adult Art					[Patterned] Adult Art				
Art Program Rm	1,000 sf															
Music Program Room	1,000 sf	[Green]		[Red]								[Green]		[Red]		
Fitness Prog Rm	1,000 sf		[Red] Dance				[Red] Dance									
Fitness Prog Rm	1,000 sf	[Tan] Adult Fitness:										[Tan] Adult Fitness:				
Lg Fitness Prog Rm	2,500 sf	[Tan] Step		[Tan] Step								[Tan] Yoga	[Red] Karate		[Red] Karate	
Multi Purp Rm	5,000 sf	[Tan] Jazzercise										[Tan] Dance				
Sm Multi Purp Rm	2,500 sf						[Green] Bingo	[Green] Lunch	[Green] Movie		[Green] Lunch					
Fitness Equip Rm	2,000 sf	[Green] Low-Impact Classes		[Grey] Trng/Workout			[Green] Low-Impact Classes		[Grey] Trng/Workout			[Tan] Pilates				
Teen Lounge	630 sf											[Orange] Workout				
Sr Lounge	1,000 sf	[Green] Social Gathering					[Green] Social Gathering					[Orange] Social Gathering				
Game Room	830 sf	[Green]					[Green]					[Orange] Social Gathering				
Card Lounge	730 sf	[Green] Puzzles, Card Games and Lessons					[Green] Puzzles, Card Games and Lessons									
Children's Prog Rm	900 sf	[Red]		[Red] Art			[Red]			[Red] Art						
Children's Prog Rm	900 sf	[Red] Mommy/Daddy and Me					[Red] Mommy/Daddy and Me									

[Green]	Seniors	[Orange]	Teens
[Red]	Children	[Tan]	Adults
[Grey]	Staff	[Patterned]	Outsourced

Reduced Program – Year Round (Condensed – Core Team Recommendation)



		Weekday Summer Morning					Midday					Late Afternoon/Evening						
		M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F		
Rascal Room (Sm Prog)	700 sf	Children					Children											
Lg Program Rm	1,500 sf	Large Format Activities					Large Format Activities											
Strd Program Rm	1,000 sf	Large Format Activities					Large Format Activities											
Strd Program Rm	1,000 sf	Day Camps					Children's Day Camps											
Strd Prog Rm w/ Demo K	1,270 sf	Cooking Camp					Cooking Camp											
Art Program Rm	1,000 sf						Adult Art					Adult Art						
Art Program Rm	1,000 sf	Art Camps					Art Camps					Art						
Music Program Room	1,000 sf	Seniors		Children								Seniors		Children				
Fitness Prog Rm	1,000 sf			Dance					Dance			Adult Fitness:						
Fitness Prog Rm	1,000 sf	Adult Fitness:										Dance						
Lg Fitness Prog Rm	2,500 sf	Step		Step								Yoga		Karate		Karate		
Multi Purp Rm	5,000 sf	Dance					Large Format Camps					Dance						
Sm Multi Purp Rm	2,500 sf						Bingo		lunch		movie		lunch			Pilates		
Fitness Equip Rm	2,000 sf	Low-Impact Classes			Trng/Workout		Low-Impact		Workout			Wkout		Workout			Workout	
Teen Lounge	630 sf						Social Gathering					Social Gathering						
Sr Lounge	1,000 sf	Social Gathering					Social Gathering											
Game Room	830 sf						Gaming					Gaming						
Card Lounge	730 sf	Puzzles, Card Games and Lessons					Puzzles, Card Games and Lessons											
Children's Prog Rm	900 sf			Art					Art			Art						
Children's Prog Rm	900 sf	Mommy/Daddy and Me					Mommy/Daddy and Me											

 Seniors	 Teens
 Children	 Adults
 Staff	 Outsourced

Reduced Program – Summer (Condensed – Core Team Recommendation)





Exterior Program Elements

- ❑ Exterior Program (266,805 gross sf)
 - Orchard 21,780 sf
 - One Regulation Soccer Field 92,000 sf
 - One Regulation Little League (12 and Under) Baseball Field 50,000 sf
 - Softball Field 48,000 sf
 - Bocce Ball Courts 10,800 sf
 - Skate Park 10,000 sf
 - Playgrounds for Under 5 and 5+ Children 10,000 sf
 - Exterior Gathering Spaces and Senior/Children's Garden, Picnic/BBQ Area 11,400 sf
 - Police Dedicated Parking and Sallyport 12,825 sf
- ❑ Parking and Circulation (171,350 gross sf)
 - 1 per 2 anticipated employees
 - 1 per 500 SF of Community Center space
 - 1 per 4 seats in Theater (200 seats)
 - 126 per EIR for Aquatics Facility





Exterior Program Elements

❑ Group A

- Police Dedicated Parking and Sallyport - 12,825 sf
- One Regulation Soccer Field - 92,000 sf
- One Regulation Little League (12 and Under) Baseball Field - 50,000 sf
- Orchard - 21,780 sf

❑ Group B

- Playgrounds for Under 5 and 5+ Children – 10,000 sf
- Exterior Gathering Spaces & Senior/ Children's Garden, Picnic/BBQ Area - 11,400 sf
- Skate Park - 10,000 sf

❑ Group C

- Bocce Ball Courts – 10,800 sf
- Second Regulation Soccer Field - 92,000 sf
- Softball Field - 48,000 sf



Council Direction Needed



Council Direction Needed

- Direction to Proceed with Core Team Recommendations
 - Civic Services
 - Police Department
- Direction to Proceed with Needs Assessments and EIR Program Recommendations
 - Swim Facility
 - Library
- Direction on Theater Program Core Team Recommendation
- Direction on Community Center Program Core Team Recommendation



Facility Program Comparisons

Program Element	Existing Facilities	Space Allocation Study (w/35% Growth), Library and Pool Needs Assessments	Proposed Master Plan Program (10/20/08)	Proposed Master Plan Program (12/16/08)
Civic Services	9,882 sf	13,325 sf	23,562 sf	19,880 sf
Police Department	11,641 sf	15,857 sf	18,814 sf	18,814 sf
Community Center	33,970 sf + 6,350 sf circulation = 40,320 sf	36,960 sf	76,005 sf	55,600 sf
Multi-Purpose Theater	4,570 sf	N/A	32,743 sf	11,500 sf
Library	28,050 sf	39,440 sf	47,866 sf *Depending on Renovation or New Facility and Height	47,866 sf *Depending on Renovation or New Facility and Height
Swim Facility	*Unknown	22,414 sf *Includes One Pool + Water Play Feature	39,860 sf *Includes Two Pools + Water Play Feature	39,860 sf *Includes Two Pools + Water Play Feature
Exterior Spaces	*Unknown	*Unknown	266,805 sf Program 171,350 sf Parking	266,805 sf Program TBD Parking



Next Steps

- ❑ ABA and Consultant Team to Finalize Three Facility Scenarios and Develop Conceptual Cost Models
- ❑ Saturday, January 31st – Community Forum
 - Comment on Three Scenarios
- ❑ Tuesday, February 10th – City Council Study Session
 - Review Final Cost Recovery Report
 - Review of Three Facility Scenarios
 - Review Initial Conceptual Cost Models for Scenarios
 - Provide Direction for One Scenario to be Developed for the Final Master Plan

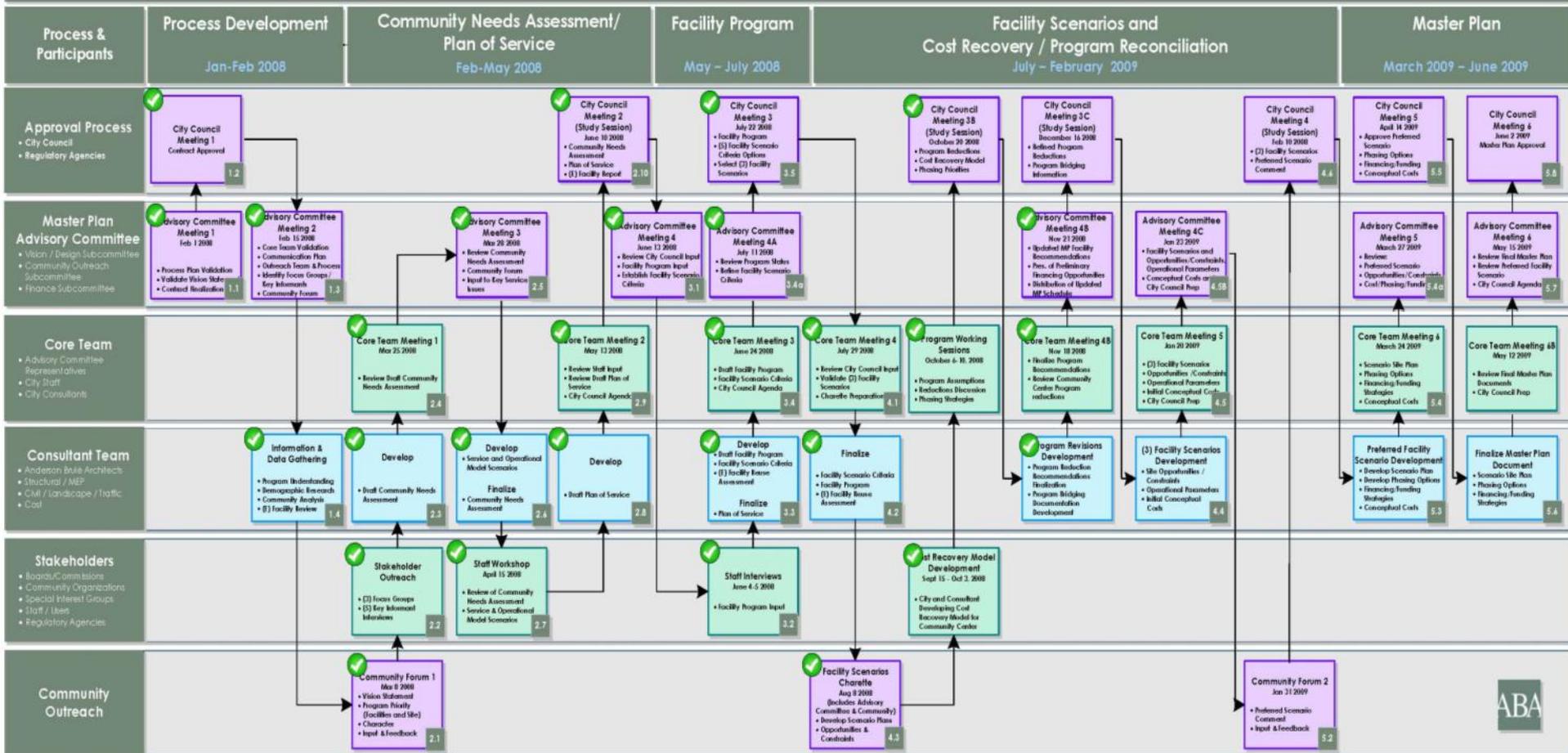
CITY OF LOS ALTOS - COMMUNITY CENTER MASTER PLAN PROPOSED PROCESS DIAGRAM

11/19/2008

Public Meeting

Project Meeting

Consultant Team Scope



SERVICE + ENVIRONMENT = EXPERIENCE



Thank you!

ABA