



TO: Hillview Community Center Project Task Force

FROM: J. Logan, Process Liaison

SUBJECT: Commission Reports to Task Force

BACKGROUND

On April 25, 2017, the City Council approved the creation of a Capital Improvement Project for the design and construction of a new Community Center (Center). To fund this project, Council approved a \$25 million budget for the Center, currently available in City reserves. In addition to funding, the County Adopted Resolution No. 2017-15, Attachment A, which establishes the Hillview Community Center Project Task Force (TF). The mission of the TF is to hold public meetings to gather community input and provide recommendations to the City Council on the interior space allocation and exterior design and layout of the Hillview Community Center. To facilitate the gathering of community input, the TF requested each Commission review, discuss, and provide input on the following question:

Within the focus (jurisdiction) of your Commission, are there considerations for the Hillview Community Center Project you would like the Task Force to know? Please discuss and respond back to the Task Force staff liaison.

Commissions were asked to agendize this question during their August meetings and report back.

DISCUSSION

All Commissions have responded. Commission reports are below.

Bicycle and Pedestrian Advisory Commission

The Commissioners raise the following considerations:

- Edith Boulevard is a bike throughway running east to west through Los Altos. The community center design should support a bike path that connects W. Edith Blvd and E. Edith Blvd to create a continuous bikeway in the City. This bike connection will also strengthen the connection of the community center with the downtown.
- Building Location:
 - If the new Community Center stays within the existing footprint, the existing parking lot should be improved to provide better access for pedestrians and bicyclists, including a well-lit, raised, clear path.
 - Support the idea of moving the building to the current parking lot area so that it is closer to the other structures/play areas. Impacts of noise on neighbors should be considered if the parking lot is moved to where the current center is located.

- Traffic Flow Concerns
 - Hillview Avenue and access to/from San Antonio Avenue (left turn from Hillview to San Antonio and left turn from the library onto San Antonio)
 - Consider changing Hillview Avenue and Hawthorne Avenue to one-way streets, widen the sidewalks, and add a dedicated bike lane for safer access to the Hillview Community Center/Park area to promote a better traffic flow.
- Public transportation concerns.
- Create a center that is an inviting place for pedestrians and bicyclists.
- Multiple access points based on transportation mode with biking and walking modes prioritized over vehicular mode.
- Bike parking/lockers/racks-design well beyond minimum requirement-account for all types and sizes of bikes.
- Engage Public Arts Commission to create artistic bicycle racks/parking in addition to standard racks/parking.
- Addition of crosswalk at Library driveway across San Antonio.

Design Review Commission

The Design Review Commission requests that the Task Force consider the exterior design of the new Community Center and ask that it incorporate design principles that align with the surrounding residential neighborhood on Hillview Avenue. The Commission recommends that the TF review the City's residential design guidelines for reference to avoid creating an institutional or commercial design. In addition to the design principles, the Commission suggests the TF consider the scale of the building and the developments that it borders. Special consideration should be given to the scale as it compares to perspectives from both Hillview Avenue and San Antonio Avenue. Similarly, the Commission reminds the TF to be aware of parking and driveway entrances and exits for the Center, especially as they relate to traffic flow and on-street parking impacts to the Hillview neighborhood.

Additional topics discussed by the Commission include a heavy focus on multi-use, flexible space that can be modified to accommodate changing trends in the future. The Commission suggested the TF use marketing tactics to consider county, state, and demographic trends to help predict programming needs. The Commission discussed offering short-term leases on unprogrammed space that allows vendors to run pilot programs to judge interest and potential, especially for recreational or community services that the City does not already provide. Commissioners also mentioned that having childcare on the Civic Center campus readily available to public employees would be a meaningful benefit to city staff.

A final consideration of the Commission was a concentration on the revenue stream of the new Community Center. Commissioners specifically mentioned seeking out additional funding opportunities in the form of rental space with rates that can aid the City in recovering or offsetting operational expenses and serve as a solid revenue stream.

Environmental Commission

The Environmental Commission (EC) appreciates the opportunity to submit the following input as design considerations to the Hillview Community Center Task force. We thank the City for requiring a LEED* Silver building in the design RFP and assume that, with that designation, the building will incorporate many sustainable building concepts such as energy efficient HVAC mechanical systems and appliances, water conserving fixtures, and incorporation of recycled content materials.

The EC envisions a facility that serves as a demonstration of sustainability to our community. We would like to call out the specific features outlined below as the highest priority sustainability features to be included in the design of the site. We welcome the opportunity to provide more detailed information and input when appropriate.

Waste

Deconstruction and Materials Reuse

Minimize landfill waste by deconstructing existing building and hardscape and reusing materials where possible in new building.

Energy

100% Electric building

All energy needs of HVAC, mechanical equipment, water heating and appliances should be provided by electricity, thereby minimizing Greenhouse Gas (GHG) emissions generated during building's operation. (Natural Gas has significantly higher GHG emissions compared to electricity, particularly now that Los Altos has GHG-free electricity.)

Photovoltaic System with Battery Storage and/or Solar Water Heating System

The ability to capture and store electrical/thermal energy generated from PV/Solar systems is increasingly important as our solar generation capacity increases grid-wide.

Healthy Indoor Environment

Incorporate natural lighting, passive heating and cooling principles, and non-toxic materials to ensure a healthy environment for occupants and decreased energy demand.

Water

Zero Rainwater Runoff

Use permeable surfaces for all hardscape surfaces to ensure no rainwater runoff from the site. Incorporate rain gardens and/or collection and storage for capture and infiltration during storm events. Investigate feasibility of collecting and storing rainwater for irrigation of native plant landscaping.

Transportation

Design for Alternative and Clear Air Transportation

Incorporate a drop-off area to accommodate ridesharing services and future shuttles. Ensure safe and convenient access for pedestrians and cyclists. Include at least 5 Electric Vehicle Charging-ready parking spaces (preferable

with charging stations included), convenient areas for bicycle parking, and waste/compost/recycling storage and pickup area.

*(EC amended its previous recommendations to correct the spelling of LEED)

Financial Commission

Upon a motion by James Martin seconded by Martha McClatchie, the commission's feedback to the Task Force is as follows:

- a) There is concern about the financial process that took place at the task force meeting where \$10M was added to the Community Center allocation – without consultation with staff and other parties. We recommend that the task force, with input from staff, evaluate and articulate the impact of a \$10M additional allocation for the community center on the 10-year capital plan.
- b) We recommend that the task force process include financial reviews and check points on its project timeline.
- c) We recommend that the task force review and test the contingency reserves in the context of the potential impact of the Sonoma and Napa county fires – the worst in the state's history – on future construction costs.
- d) We'd like the task force to explain the basis of the \$700/square foot construction cost number. NB: In the 2015 community center plan, the cost figure used per square foot was \$385.
- e) We recommend that the task force review and document the financial impact of various community center programmatic decisions on design costs

AYES: David Marek, Gary Kalbach, Martha McClatchie, Kuljeet Kalkat, Amy Pearl, James Martin
NOES: None

Historical Commission

The Historical Commission recommends the Hillview Community Center Task Force consult with the Los Altos History Museum to ensure that any Community Center space that is currently used for programs and events is allowed for in the new center. Similarly, the Commissioners request conference rooms and event space in the new center for very large events, like craft shows, large museum events, and other community events. The Historical Commission urges the Task Force to be aware of any impact to the History Museum, the orchard, or any other historical sites when considering placement of the new center. To encourage collaboration, the Commissioners suggest creating jointly used, flexible, multi-use indoor and outdoor space that will facilitate crowds that may come to the History Museum programs and events as well as a portable stage.

Library Commission

The Library Commission endorses the Friends of the Library report, Attachment B, and recommends that the Center provide work space and storage for the continued service provided by the organization, approximately 2,000 ft².

Parks and Recreation Commission

At its August 16, 2017 meeting, the Parks and Recreation Commission discussed what considerations, within the focus of the Commission, the Task Force should keep in mind when planning a recommendation for the new Hillview Community Center. The Commission created the following list of considerations it feels are important for the new Community Center. The Commission plans to revisit these suggestions at its next Commission meeting scheduled for September 13, 2017, after which, any revisions will be resubmitted to the Task Force.

The overarching concept that the Parks and Recreation Commission would like the task force to consider is the need for additional outdoor park space. The City of Los Altos has a very low parks acreage ratio compared to neighboring cities in the Bay Area, so the Commission would like to see a net increase in parks space as part of this project.

NATURESCAPE PLAY ELEMENTS – Playground type elements for children and adults that are composed of natural features, such as logs, boulders, and other natural things. The Commission believes the naturescape would be a good way to protect Hillview neighbors' privacy and reduce noise in the adjacent neighborhood.

WALKING TRACK OR WALKING PATH – A track or pathway that surrounds or meanders through the new facility where users can jog, walk, or stroll around the new facility and open space.

ROOFTOP PARK/LIVING ROOF – The roof of the building is partially or completely covered with landscape, creating additional park space and other environmentally friendly benefits.

INDOOR-OUTDOOR CONNECTION – Indoor café space that is directly adjacent to a children's outdoor water feature where parents and caretakers can relax while watching their children play.

FLEXIBLE INTERIOR SPACE – Indoor space that is flexible and not dedicated encourages multi-generational activity.

- The above considerations were approved by the Parks and Recreation Commission 6-0 (one Commissioner absent) to be submitted to the Hillview Community Center Task Force.

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The Parks and Recreation Commission offers this follow-up list of additional items it feels are important for a new community center and feels the TF should keep them in mind when finalizing its recommendation to City Council:

- Connection between the building structure and the outdoor space
- Preservation of the baseball field, soccer field and playground structure if impacted
- Solar panels
- Support dedicated space for teens and seniors

The above considerations were approved by the Parks and Recreation Commission unanimously (7-0) to be submitted to the Hillview Community Center Task Force at its September 13, 2017 meeting.

Planning and Transportation Commission

The Planning and Transportation Commission (PTC) suggests the TF should clarify its vision statement by specifically defining “you” in the last sentence: “The Los Altos Community Center will provide a community experience that will serve your public for the next 50 years”. It also suggests revising the vision statement to present tense, clarifying what is meant by “...connect with the downtown village”. The PTC suggests that programs should be mapped by both space and time to show how spaces are used. Any childcare services will need dedicated outdoor space and the PTC would like to see that space shown in the design. The PTC recommends that any future functions or building phases should be outlined and current designs should accommodate future expansions. Finally, the PTC thinks the Community Center needs a master plan to help guide its design and development.

Public Arts Commission

The Public Arts Commission advocates that the Task Force incorporate public art into the footprint of the new community center, providing dedicated space for a large, signature piece, as well as the integration of repetitive, artistic elements into the design. Similarly, the Commissioners request display cabinets for highlighting pieces provided by the Arts Commission or local artists. The Public Arts Commission envisions the new center as a multi-generational gathering place, where people can teach each other and view, create, and appreciate art. The Commissioners would like the Task Force to consider providing one or more dedicated artist studios or makerspaces that include elements or characteristics necessary for a multi-use, functioning studio:

- Clean-up sinks with hot and cold water
- Toxic containers
- Natural light
- High ceilings (12-14’)
- Drying racks
- Storage space
- Equipment (Kilns, print-making equipment, clay making, pottery, mosaic, etc.)

- Large enough to facilitate the activity (e.g.: Live model drawing requires adequate space to accommodate both easel set-up and allow for enough room for students to see the model)

The Commissioners also request that as the Task Force designs the new center, it keep in mind the potential for future uses and programming, beyond what exists today, so that the center can evolve with changing trends.

Senior Commission

The Senior Commission recommends that the percentage of interior space allocated to seniors correspond to the percentage of seniors residing in the City of Los Altos (e.g.: If seniors make up 20% of the population of the City of Los Altos, 20% of the interior space of the Hillview Community Center should be allocated to senior programming). The Commission requests that the City of Los Altos define “senior” per its current classification. The Commission also recommends that outdoor space available for senior programming at the new Center be equivalent to the outdoor space available at the current location. Additional considerations requested by the Senior Commission are adequate accessible and handicapped parking near the allocated senior area.

Should the Task Force have additional questions, the Senior Commission would like the opportunity to provide clarification or explanation of their considerations.

Youth Commission

The Los Altos Youth Commission would like the Task Force to consider including the following in the design of the new Community Center:

- A Teen Center/designated space
 - An area where they can de-stress
 - An area for school clubs to meet
- A sound proof room for music
- A garden or a Zen garden
- A pool

End of comments by Commissions: November 2017