



COUNCIL AGENDA: 11-27-12
ITEM: 5.2

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Dennis Hawkins, OMC
City Clerk

SUBJECT: SEE BELOW

DATE: 11-10-12

SUBJECT: COMMUNITY CENTER REUSE UPDATE

RECOMMENDATION

As recommended by the Neighborhood Services and Education Committee on November 8, 2012 and outlined in the attached memo previously submitted to the Neighborhood Services and Education Committee:

- (a) Accept the Community Center Reuse Update Report; and
- (b) Adopt a resolution adding the Capitol Park Neighborhood Center and Spartan Keyes Neighborhood Center to the Community Center Reuse list and revising Council Policy 7-12 to extend the temporary suspension of the competitive solicitation process for unique services through Fiscal Year 2012-2013.



Memorandum

TO: NEIGHBORHOOD SERVICES AND
EDUCATION COMMITTEE

FROM: Julie Edmonds-Mares

SUBJECT: COMMUNITY CENTER REUSE
UPDATE

DATE: 10-22-12

Approved

Date

10/29/12

COUNCIL DISTRICT: Citywide

RECOMMENDATION

A. Approve the following:

1. The addition of Capitol Park Neighborhood Center to the Community Center Reuse (Reuse) list.
2. The action of adding Spartan Keyes to the Reuse list and accept Catholic Charities as the service provider through February 2014.
3. The extension of Resolution 75687 that grants the Unique Services Authority for Reuse sites during FY 2012-2013.

B. Accept this report and recommend this item for full Council consideration at the November 27, 2012 Council meeting.

OUTCOME

The Department of Parks, Recreation and Neighborhood Services (PRNS) seeks City Council approval to add two City Reuse facilities (Capitol Park and Spartan Keyes Neighborhood Centers), approve Catholic Charities as the recommended service provider for the Spartan Keyes facility, and extend Resolution 75687 which grants the Unique Services Authority through FY 2012-13. This will allow PRNS to proceed with implementing recommended service delivery options.

BACKGROUND

On April 22, 2008, the City Council approved Council Policy 7-12 (Community Center Reuse Policy) which established guidelines for the use of community centers by non-profit organizations, neighborhood associations, schools and other governmental agencies, in return for services that primarily benefit San Jose residents.

In FY 2008-2009, staff successfully identified non-profit service providers for 17 Community Center Reuse sites. With continuing budget deficits, the Reuse Policy was expanded beyond its original focus to include larger community, neighborhood, senior and youth centers. As part of the FY 2010-2011 budget process, the six highest-needs centers were added (Washington, Alviso, Alum Rock, Starbird, Alma and Gardner) for Reuse and were made available for use through a Request for Information (RFI) process. The remaining centers were made available for use in early 2011.

Council Policy 7-12 states that the "City Council, at any time, may add a facility or may remove a facility from the Community Center Reuse list if the Council determines such action is in the best interest of the community." PRNS has determined that the communities served by the two centers listed in the recommendation would benefit from such action.

ANALYSIS

The City of San Jose has 40 neighborhood and satellite Reuse centers served by 30 service providers (see Attachment A for a complete list). The services range from after school and theater programs to cultural and social service programs. For FY 2011-2012, the unduplicated number of participants served by 40 Reuse sites were self identified as 13,166.

The City strives to maintain strong relationships with the Reuse service providers. A meeting was held in September with the providers to address ongoing operational expectations, performance measures and program updates. The City acknowledges the beneficial programs that the service providers offer, and continues to monitor performance and implement corrective measures as necessary.

Given the limited square footage of certain Community Center hubs, additional programming space is needed in order to maximize demand for services, classes, and other community activities. Staff will continue to study and make recommendations for additional programming options at Reuse sites.

The following four sites (Hamann, Erickson, Capitol Park, and Spartan Keyes) are all sites that demonstrate the need for Resolution 75687 that grants the Unique Services Authority. This authority enables PRNS to continue working to ensure that impacted communities continue to receive services with minimal impacts.

Hamann and Erickson Neighborhood Centers

An RFI will be issued for Hamann and Erickson Neighborhood Centers (existing Reuse sites) to maximize center usage. The Hamann facility is a 1,466 square-foot facility located in the middle of Mary Jane Hamann Park. Hamann has not received any solicitations in a prior RFI process and is currently used by the neighborhood association. Erickson is a 960 square-foot modular located on the former Erickson (San Jose Unified) school site and has no tenant. The service provider selected for Erickson was not able to follow through on their commitment and the site

never opened. The community today is much more aware of the Reuse program and the additional outreach will likely result in new proposals at Hamann and Erickson. Community members from the neighborhood will assist in the evaluation of a qualified lead operator.

Capitol Park Neighborhood Center

The Capitol Park Neighborhood Center was removed as a Reuse site in February 2010 and was to be operated by the Strong Neighborhoods Initiative (SNI) program. As a result of recent budget actions, this site was returned to the PRNS Reuse site inventory. PRNS is unable to staff the facility and has identified Asian American Community Services as a strong capable service provider willing to deliver services at the Capitol Park Neighborhood Center. Their services include English as a Second Language, cultural services, and fitness programming.

Spartan Keyes Neighborhood Center

Although not in the PRNS building inventory, the Spartan Keyes Neighborhood Center has been staffed through AmeriCorps with funding recently expired in August 2012. The Mayor's FY 2012-13 Budget Message (MBA #30 Neighborhood Engagement Team Reorganization, June Budget Message for FY 2012-2013, page 10 item f) directed the City Manager to allocate funding to ensure stable operations under the Reuse program for the remainder of the fiscal year. Under Council Policy 7-12, the PRNS Director has the authority to directly select service providers pursuant to Resolution 75687. With such a short time frame to solicit a service provider for Spartan Keyes facility, Catholic Charities was the logical choice because of their leadership in providing after school programs in the surrounding neighborhoods. Subsequently, staff determined to extend their terms of agreement to align with the contract cycle ending in February 2014. In addition to after school programs, Spartan Keyes is also the location for community-based programs and activities such as FIRST 5, Second Harvest Food Bank distribution, and neighborhood association meetings.

These communities have experienced minimal impacts due to PRNS involvement and the use of the Unique Services Authority as granted under Resolution 75687. The Unique Services Authority continues to be a valuable asset by enabling PRNS to execute program and service delivery changes in an expedited manner at Reuse sites with minimal impacts to the residents of the City of San Jose.

Extension of the Unique Services Authority under Resolution 75687

As noted, in order to minimize the disruption to the community in the event that a Reuse Service provider is unable to fulfill their contractual responsibility, the extension of the authority granted in Resolution 75687 will allow the City to quickly find an alternative service provider for the Reuse sites in FY 2012-2013.

EVALUATION AND FOLLOW-UP

PRNS will continue to monitor Reuse providers' performance and compliance to ensure that they are addressing the needs of the City and neighborhood communities.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This memo does not meet any of the above criteria. However, staff meets with operators monthly through facility checks and visits, community members through Reuse provider meetings, and semi-annually with Reuse providers, PRNS staff, and stakeholders.

COORDINATION

This memorandum has been coordinated with the City Manager's Office and the City Attorney's Office.

CEQA

Not a project

/s/

JULIE EDMONDS-MARES
Acting Director of Parks, Recreation and
Neighborhood Services

For questions please contact Suzanne Wolf, Acting Deputy Director, at 408-535-3576.

Attachment A: FY 2012-2013 Reuse Sites

**Attachment A
FY 2012-13**

CD	Site Name	Organization	Activity
1	Calabazas	City of San José	Child Development/Camps
	Rainbow	Ethiopian Community Services	Cultural Services Center
	San Tomas	Eastern European Services Agency	Cultural Services Center
	Starbird	Happy House-Community United	Youth Services
	West San Jose	Silicon Valley Korean American Federation	Cultural Services Center
	Hamann Park	City of San José	Neighborhood Development
		Neighborhood Association	Neighborhood Development
2	Edenvale	South Valley YMCA	Sports Leagues
		Catholic Charities	Child Development
		FutureArtsNow	Performing Arts
	Edenvale Y.C.	Boys and Girls Clubs of Silicon Valley	Youth Services
	Los Paseos	South Valley YMCA	Youth Services
3	Backesto	Boys and Girls Clubs of Silicon Valley	Youth Services
	Gardner	City of San José	Senior Programs
		Boys and Girls Clubs of Silicon Valley	Youth Services
	McKinley	CommUniverCity	Neighborhood Development
	Northside	Community ChildCare Council (4Cs)	Child Development/Senior Programs
	Olinder	Northside Theatre Council	Performing Arts
		Boys and Girls Clubs of Silicon Valley	Youth Services
	Washington United	Catholic Charities	Youth Services
	Spartan Keyes	Catholic Charities	Child Development/Youth Services
4	Alviso	Boys and Girls Clubs of Silicon Valley	Youth Services
	Old Alviso	N/A	CLOSED
	Berryessa Y.C.	East Valley YMCA	Youth Services/Sports Leagues
	Noble House	Veterans Social Services Administration	Other
	Noble Modular	Veterans Social Services Administration	Other
5	Alum Rock Youth Center	Escuela Popular	Youth Services
		Boys and Girls Clubs of Silicon Valley	Youth Services
		City of San José	Sports Leagues
	Capitol Park	Asian American Community Services	Cultural Services Center

**Attachment A
FY 2012-13**

	Joseph George	Alum Rock Educational Foundation	Youth Services
	Old Hillview Library	N/A	CLOSED
6	Hoover	San Jose Multicultural Artists Guild	Performing Arts
		Teatro Vision	Performing Arts
		Kaihasan	Performing Arts
	Bramhall	City of San José	Performing Arts
	River Glen	Lincoln Glen Little League	Sports Leagues
	Sherman Oaks	Korean American Community Services	Cultural Services Center
		Campbell Union School District	Youth Services
	Kirk	City of San José	Work 2 Future
7	Alma Senior	City of San José	Senior Programs
	Alma Y.C.	Happy House-Community United	Youth Services
	Shirkawa	City of San José	Work 2 Future
8	Meadowfair	Kidango	Child Development
	Welch Park	Filipino Youth Coalition	Youth Services
	Millbrook	City of San José	Child Development/Youth Services
9	Erickson	None	
	Houge Park	San Jose Astronomical Association	Other
		San Jose Youth Shakespeare	Performing Arts
		Arab American Cultural Center	Cultural Services Center
	Paul Moore	Changeling Dance	Performing Arts
10	Almaden Winery	City of San José	Work 2 Future
	The Spot	Silcon Valley African Productions	Youth Services
	Vista Park	City of San José	Youth Services
Total of Current Reuse Sites			40
Total of Reuse Sites After Addition of Spartan Keyes and Capitol Park			42

Neighborhood Services & Education Committee

Community Center Reuse Update

November 8, 2012

Parks, Recreation and Neighborhood Services
Recreation and Community Services Division



Reuse Program Background

- Council Policy 7-12, Adopted 2008
- Expanded in FY 2010-11
- Currently 40 Reuse sites
 - 14 Satellite Centers
 - 26 Neighborhood Centers

Recommendations

- Add Capitol Park and Spartan Keyes. Neighborhood Centers to the Reuse program.
- Accept Catholic Charities as service provider at Spartan Keyes.
- Extend Resolution 75687 through FY 2012-13.

Staff Summary

- PRNS will: Complete updated RFI for Hamann (D1) and Erickson (D9).
- Maintain strong relationships with Reuse providers and community centers.
- Monitor performance of existing Reuse centers.
- Maximize rental opportunities at Reuse centers.

Questions & Answers

Parks, Recreation and Neighborhood Services
Recreation and Community Services Division

