



Memorandum

TO: BUILDING STRONG
NEIGHBORHOODS COMMITTEE

FROM: Sara L. Hensley

SUBJECT: SEE BELOW

DATE: 09-07-05

Approved

Date

SUBJECT: DISCUSSION OF THE REDEPLOYMENT OF NDC STAFF AND DESIRED OUTCOMES

RECOMMENDATION

Approve the report on the redeployment of Neighborhood Development Center (NDC) staff.

BACKGROUND

As part of the budget process for FY2005-06, the Department of Parks, Recreation and Neighborhood Services (PRNS) was directed to re-deploy NDC staff to community centers. One of the expressed outcomes of this action was to mitigate the loss of City services at sites identified for re-use, particularly the Alma Community Center. It was agreed that the relocation of NDC resources, including any changes in program emphasis, would be brought to the Building Strong Neighborhoods Committee for discussion and action. The purpose of this memorandum is to update the Council on actions taken and the proposed relocation of NDC services.

ANALYSIS

NDC staff is currently housed in leased space at 43 E. Gish Road. Under the terms of the lease, ninety days notice is required for termination. PRNS staff has requested that the required notice be provided to the landlord effective September, 2005. In addition, NDC staff has been working with Community Services staff to identify appropriate space in a community center slated for re-use.

For the past several years, staff has been working strategically to establish multiple NDC access points across the City. Last year, through a partnership with the Mexican Heritage Corporation, the NDC secured space at the Mexican Heritage Plaza in order to better serve residents of the

east side of San José. This year, the plan is to offer classes at the new City Hall to improve service for downtown residents (as well as those from across the City).

The final part of the plan is to identify space on the south/west side of the City. Consequently, in examining potential relocation sites, emphasis was placed on identifying sites in non-SNI areas particularly within the west/southwest portion of the City. Additional criteria used to evaluate re-use sites included:

1. The availability of appropriate office, training, meeting and storage space.
2. Accessibility of the location. (Is the facility easy to get to? Can public transit be used to access the site?)
3. The availability of parking to accommodate trainings, community meetings and special events.
4. Compatibility with existing services and opportunities to leverage resources.

After touring various options, Kirk Community Center was identified as the ideal site. As an old school site, it has ample parking and classroom space. The relocation of the NDC's computer lab to the Kirk Community Center would be a good complement to the existing computer program that serves seniors. The NDC computer program could be re-focused to target youth and families, allowing the Senior program to continue serving its current clientele. With the uncertainty of existing funding sources, the ability to seek outside funding for NDC programs is a high priority. This continuum of service would provide many opportunities for collaboration and could potentially be more attractive to outside funders.

One of the most important attributes of the Kirk facility is that it is located in a non-SNI area. As outlined in the Building Strong Neighborhoods Business Plan, the NDC is intended to serve residents city-wide. However, special emphasis was to be given to non-SNI areas in order to complement the Strong Neighborhoods Initiative. The relocation to Kirk will help advance that objective.

Finally, with the opening of Camden Community Center in the near future, it will be necessary to relocate the existing staff at Kirk to Camden. Rather than close the facility, the relocation of NDC staff to Kirk will ensure that the residents of the surrounding community continue to have access to City information and services. Granted, *the range of services will be different*. However, the alternative would be to offer the facility to an outside group as part of the Re-Use Strategy who would not necessarily have the same capacity. For this reason, the relocation of NDC to Kirk is considered to be a better solution.

As mentioned earlier, there is a 90-day notification clause for termination of the lease. Consequently, the City will remain obligated for the lease through December, 2005. However, if approved, staff will move forward with the relocation of NDC staff to Kirk by the first of October in order for an open house to be held before the holiday season.

CONCLUSION

The proposed relocation of the NDC to the Kirk Community Center will maintain City services in a facility slated for re-use, provide opportunities for new partnerships, and facilitate expansion of NDC services into a non-SNI area consistent with the strategic objectives outlined in the Building Strong Neighborhoods Business Plan. The NDC is a valuable resource for the community. Consequently, it is recommended that its programming remain intact, but staff be relocated to the Kirk Community Center.

SARA L. HENSLEY
Director of Parks, Recreation and
Neighborhood Services