

MEMORANDUM

Parks & Recreation Services



To: Neighborhood Services & Education Sub Committee;
Vice Mayor McHugh
Councilmember Polanski

Through: Bonnie Greiner, Parks & Recreation Services Director

From: Jaime Chew, Recreation Services Supervisor
Samu Tiumalu, Recreation Coordinator

Subject: **Recommendations for the Sal Cracolice Building/Potential Teen & Youth Community Center Vision**

Date: September 22, 2009

Purpose

The purpose of this memorandum is to evaluate the possible use(s) of the Sal Cracolice building and the potential of a new Teen & Youth Community Center.

Background

On May 26, 2009, at the Neighborhood Services and Education (NSE) Sub Committee meeting, the Parks & Recreation Services Staff proposed the relocation of the Milpitas Teen Center from the Milpitas Sports Center Complex to the Sal Cracolice building once the Senior Center is relocated in August 2010. In addition to the Milpitas Parks & Recreation Services' proposal, the Milpitas Food Pantry and other non-profit organizations attended the meeting and also expressed their desire to relocate to the facility. At the request of the NSE Sub Committee, each organization would outline their needs for, individual uses and the potential shared use of the facility in a memorandum for the NSE Sub Committee to review.

Current Teen Center Facility

The current Milpitas Teen Center is located at 1325 E. Calaveras Boulevard in the Milpitas Sports Center Complex. It is a 5,000 square foot facility which provides teens, ages 12-17, with a safe environment to enjoy recreational activities and free drop in programs. The center is equipped with a computer lab/homework room, a large gathering room, a full kitchen, a loft area, and two staff offices. Activities such as break dancing sessions, cooking classes, homework club, pool, table tennis and games are offered to registered teens. It is required that all teens attending the center must have a parent complete a registration form in order to participate in any of the activities. The Teen Center currently operates Monday – Friday from 2:00 pm – 7:00 pm during the school year and Monday-Saturday from 12:00 pm – 9:00 pm during the summer. The Teen Center averages 30 – 40 teens per day during the school year and 90 – 100 teens per day during the summer. Current 2009 annual membership is 350 and is continuing to grow.

Positive attributes of the current center include:

- Located in an area which provides easy access for teens attending Calaveras Hills High School and Rancho Middle School. There is also bus line 46 which provides access for those students attending Milpitas High School and Russell Middle School.
- Ability to provide programs to at-risk teens.
- Additional programming areas such as the pools, large gym, dance studios, and access to Cardoza Park since it is located within the Milpitas Sports Center Complex.
- Close proximity to shopping plazas and restaurants.

Despite the positive attributes of the current Milpitas Teen Center, the programs have outgrown the existing facility. The maximum capacity for the Teen Center is 100. That is a small percentage (2.1%) of the total number of teens attending Milpitas Unified School District (MUSD) middle and high schools (Rancho + Russell Middle Schools = 1,572; Milpitas High School = 2,898; Calaveras Hills High School = 168). In addition, although the Teen Center has access to the Milpitas Sports Center pools, dance studios and large gym, usage is limited due to existing programs being offered for the Sports Center patrons. The current Milpitas Teen Center also lacks classroom space to hold workshops and contract classes (i.e. Driver's Education, SAT Prep classes, art classes, music classes, computer training, tutoring, etc.).

Sal Cracolice Building History

On April 19, 1965, the City of Milpitas entered a lease agreement with the County of Santa Clara and a non-profit corporation. The county (Lessor) owned the land, the city (Assignee) owned the buildings, and the non-profit corporation (Assignor) programmed the facilities. As stated in the lease agreement:

1. Assignor entered into a lease as Lessee on April 19, 1965, with the County of Santa Clara as Lessor for the real property as described therein commonly known as 540 Abel Street, Milpitas, California, for the purpose of establishing and constructing thereon a building and facilities for use by children and young adults under the guidance, instruction, and control of the Lessee.

* The original lease agreement is attached for reference.

The intent of the property and facilities was to provide recreational activities for children and young adults.

D6510

AGREEMENT FOR ASSIGNMENT OF LEASE FROM THE
MILPITAS YOUTH CENTER, A NON-PROFIT CHARITABLE CORPORATION
TO THE CITY OF MILPITAS, A MUNICIPAL CORPORATION

This is an agreement among the MILPITAS YOUTH CENTER, a non-profit charitable corporation (referred to as "Assignor"), the CITY OF MILPITAS, a Municipal Corporation (referred to as "Assignee"), and the COUNTY OF SANTA CLARA, a Political Subdivision of the State of California (referred to as "Lessor").

RECITALS

1. Assignor entered into a lease as Lessee on April 19, 1965, with the County of Santa Clara as Lessor for the real property as described therein commonly known as 540 Abel Street, Milpitas, California, for the purpose of establishing and constructing thereon a building and facilities for use by children and young adults under the guidance, instruction, and control of Lessee.

2. Assignor desires to assign said lease to Assignee and Assignee desires to assume the rights, duties, and liabilities of Lessee thereunder.

NOW, THEREFORE, in consideration of their mutual promises, the parties agree as follows:

3. Assignor assigns said lease to Assignee effective retroactively on September 1, 1984, for the balance of the lease term and for the period of any extensions as provided in the lease.

4. Assignee shall assume all rights and duties required of Assignor under the lease, including payments required thereby and shall comply with all terms and conditions of the lease and amendments thereto.

Sal Cracolice Facility Overview

The Sal Cracolice building is located at 540 South Abel Street and is between the Post Office and multiple new housing developments on South Abel Street. The center is 9,350 square feet and includes staff offices, a game room, ADA compliant restrooms, additional storage areas and a large kitchen. In addition to the main building, there is an annex equipped with four classrooms and restroom areas. The main building is 5,750 square feet and the annex is 3,600 square feet.

Positive attributes of the potential facility include:

- Existing basketball courts in the parking lot.
- 34 regular parking spaces, 4 handicapped spaces and 1 bus space.
- Two new parks directly adjacent to the facility.
 - Parks include:
 - Basketball courts
 - Bocce ball courts
 - Tennis courts
- Four classrooms where additional contract classes could be offered such as: art classes, dance classes, music classes, computer training, tutoring, Driver's Education and SAT Prep classes. These classes would generate additional revenue.
- Larger programming space to include new and expanded components for the youth such as: a workout room, larger computer lab/homework room, larger kitchen, and outdoor/ patio area.
- Close proximity to restaurants and shopping centers.
- Close proximity to the Great Mall.
- Close proximity to the Milpitas Library.
- Access to bus line 66 (Main St.).

The Sal Cracolice building has many positive attributes that would contribute to a full service Teen & Youth Community Center.

New Teen & Youth Community Center Vision

Since the original intent of the property and the Sal Cracolice building was to provide recreational activities to the youth, it is Milpitas Parks & Recreation Services' goal to convert the facility to a full service Teen & Youth Community Center.

During the beginning hours of the day, between 8:00 am – 2:00 pm for the school year and 8:00 am – 12:00 pm for the summer season, the new Youth Center programs would concentrate on the 0 – 4 age group. Specific programs that would be offered would be music classes, art classes and other Gymboree/preschool classes that would focus on the “Mommy/Daddy & Me” concept. These types of classes would be perfectly suited for the annex classrooms.

Then, during the after school hours, between 2:00 pm – 7:00 pm for the school year and 12:00 pm – 9:00 pm for the summer season, the Youth Center programs would concentrate on the 12 – 17 age group. The popular and existing programs at the current Teen Center such as the break dancing sessions, cooking classes, homework club, and ukulele jam sessions would be transferred over to the new facility. These programs could be expanded to include an increased number of participants because the facilities are almost double the size of the current Teen Center. In addition, the annex classroom space would allow the development of new programs to be offered such as: Driver's Education, SAT Prep classes, art classes, music/piano classes, babysitter training classes and aerobic/fitness workshops. With the larger facility and the expanded programs, we would expect the attendance numbers to double in size with approximately 100 teens per day during the school year and 200+ teens per day during the summer season.

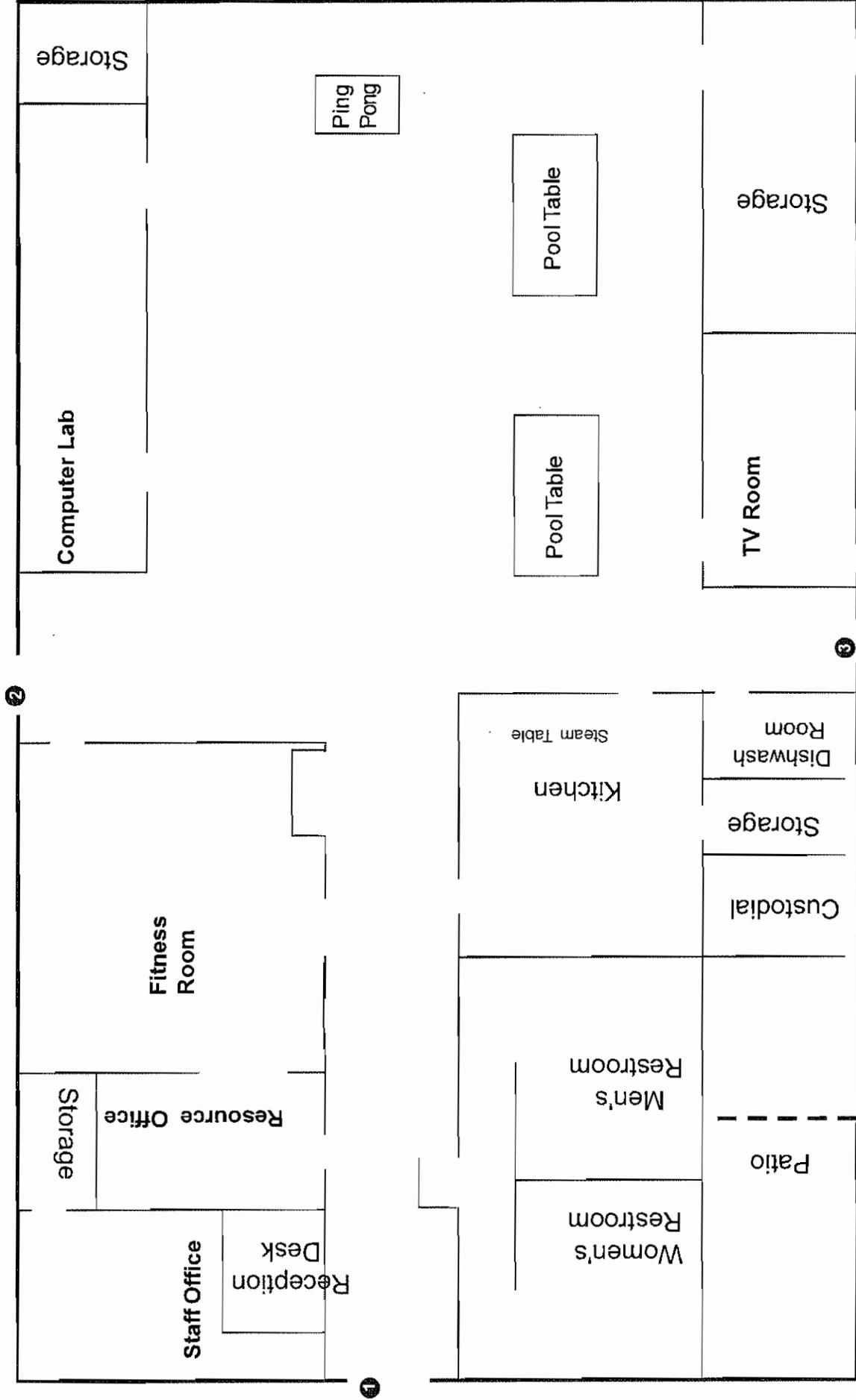
The larger facility would allow the Summer Camp programs to relocate from Cardoza Park and the Sports Center to the new facility. This move would provide dedicated indoor and outdoor space for the camp participants. Our current Summer Camp programs serve 80 camp participants per week. The programs run for nine weeks during the summer season (June – August) with a daily schedule of 8:00 am – 5:00 pm plus the option of one hour extended care both before (7:00 am – 8:00 am) and after (5:00 pm – 6:00 pm) camp. The larger facility would also allow the Summer Camp programs to expand their numbers from the current 80 camp participants per week to potentially 100 camp participants per week. This increase would generate additional revenue.

The current Sal Cracolice building is also currently being used as a rental facility. Should the facilities become a Youth Center, Milpitas Parks & Recreation Services would be able to retain that provided service to the community. The potential facility rental availability would be Saturdays before 12:00 pm or Sundays between 8:00 am and 11:00 pm.

Also, since the current Sal Cracolice building is currently being programmed with contract classes in the annex facility during the evening, that existing contract class budget would be used towards the new and expanded programs. It is possible for the start up of the new Youth Center to work within the current Parks & Recreation Services budget and there is definitely a potential for an increase in revenue due to the expanded programs.

* Please see the attached layout of the Sal Cracolice building.

Sal Cracolice Youth Center (540 S. Abel)



- Facility Legend**
- ① Front Entrance
 - ② Entrance from Parking Lot
 - ③ Exit to patio
- ** Fire Exits must be kept clear

Sal Cracolice Youth Center Annex

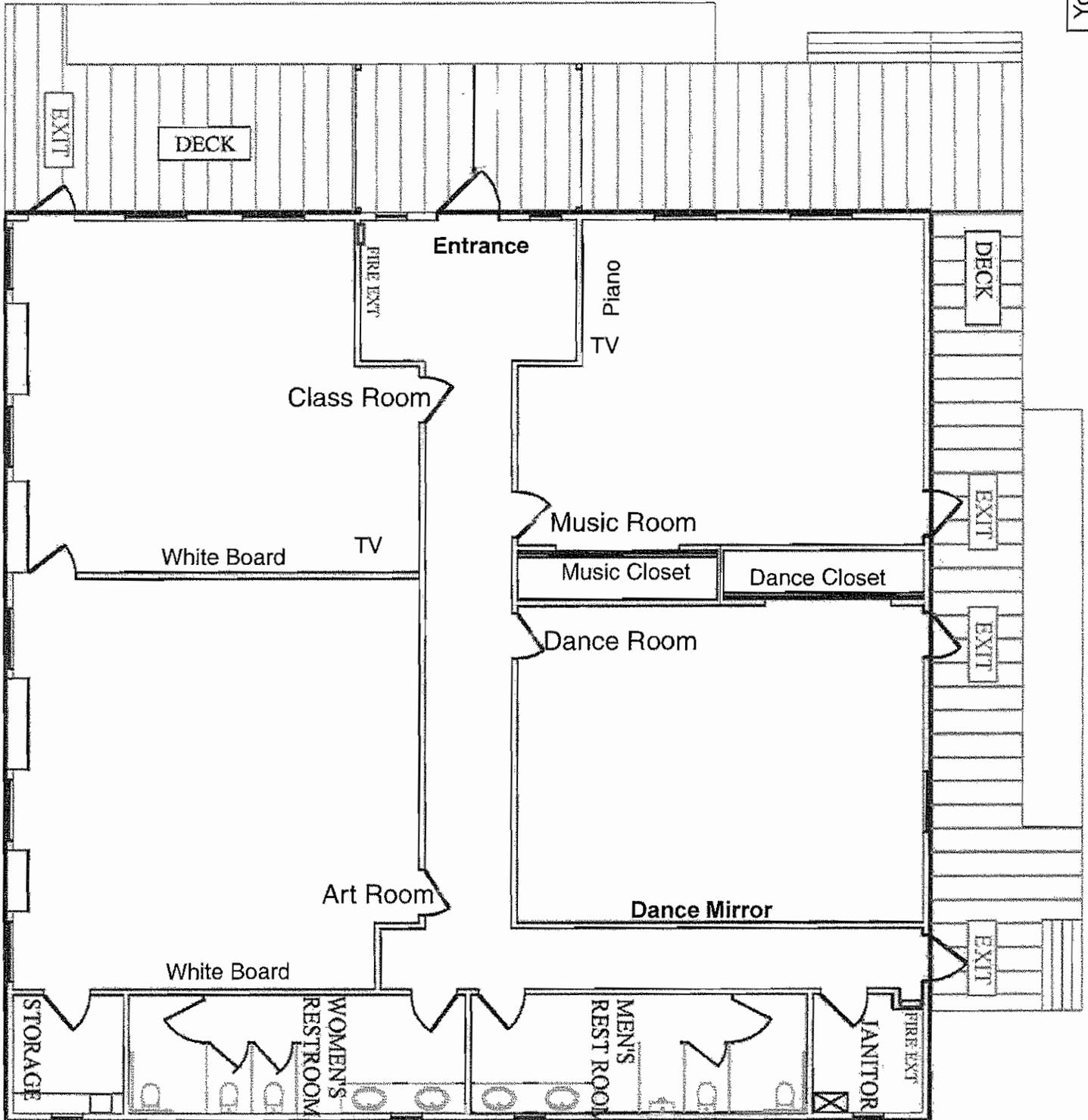
Class Room: 20 people with tables (3-4 per table); 30 people with chairs only

Music Room: 30 people with chairs only

Dance Room: 20 people; 10 chairs along back wall

Art Room: 24 people with tables (6 tables, 4 chairs per table); 40 people with chairs only

Youth Center Main Building



Current Teen Center Project Budget

Personnel Services

4111	Permanent Salaries	\$40,624
4112	Temporary Salaries	\$102,194
4113	Overtime	0
4124	Leave Cashout	0
4131	PERS	\$9,161
4132	Group Insurance	\$7,800
4133	Medicare	\$2,066
4135	Worker's Compensation	\$1,424
4138	Deferred Comp-Employer	0
4139	PARS	\$1,204
4161	Retiree Medical Reserve	\$2,028

Sub-total **\$166,501**

Supplies and Contractual Services

4221	Office Supplies	\$8,015
4237	Contractual Services	\$2,000

Sub-total **\$10,015**

Grand Total **\$176,516**

Community Benefit

Establishing a Teen & Youth Community Center at the Sal Cracolice building would absolutely benefit the community. The central location of the Sal Cracolice building would allow Milpitas Parks & Recreation Services to better serve and outreach to the Pines and other surrounding neighborhoods located in the southeast area of Milpitas. Also, the potential new center would be in walking distance of the housing developments on Abel Street. The new Teen & Youth Community Center would be a great community resource for those families living in and around that area. The center could also be a great incentive which could entice potential new home buyers to move into the new housing developments on Abel Street.

Transition to New Teen & Youth Community Center

Should the Milpitas Teen Center relocate to the Sal Cracolice building, there would be minimal cost involved. The existing equipment from the current Teen Center would be moved to the new facility. Also, some of the existing equipment at the Senior Center/Sal Cracolice building will remain at the facility. The combination of these resources will provide the potential youth community center with the basic foundation it needs to start. In addition, Milpitas Parks & Recreation Services could seek sponsorships/partnerships with other organizations such as Kaiser Permanente, Kaplan, the Parks & Recreation Foundation and other local businesses to furnish the remainder of the essential equipment that needs to be purchased for the new Teen & Youth Community Center.

Milpitas Sports Center Expansion Possibilities

If the current Milpitas Teen Center relocates to the Sal Cracolice building, the current Teen Center location would become vacant which would allow the Milpitas Sports Center to expand in programs and services.

The Parks & Recreation Services staff recently completed a survey of the Milpitas Sports Center members to determine what other programs, services, or amenities they would potentially like to see offered. The top five additional programs/services that the Sports Center members would like to see potentially offered:

- A Hiking Club
- Sports Therapy
- Spinning Classes
- Food Services
- Small Group Personal Training

The most requested additional amenities were:

- Yoga/Pilates Studio
- Additional cardio equipment
- Larger stretching area

The relocation of the current Milpitas Teen Center would give additional space which would permit the Milpitas Sports Center to expand into the programs, services, and amenities our members would like to potentially see at Sports Center facility. Cost would occur with the expansion of the Sports Center depending on the scope of the programs, services, or amenities added. Nonetheless, the expansion in programs and services would increase membership, attract new clientele, and potentially increase revenue. This would also allow us to provide better quality services to our community. Our current facility serves 66% Milpitas residents.

- Please see the attached survey, compiled survey results, current & potential layout of MSC.

Milpitas Sports Center Evaluation/Survey

We are dedicated to your health and wellness. We are re-evaluating our current fitness offerings at the Sports Center (MSC) and would like your input. Please take a moment to provide us feedback so we can better serve you!

What other programs or services would you like offered at MSC? Please mark all that apply.

- Triathlon Club
- Spinning
- Hiking Club
- Running Club
- Masters Swim Club
- Bosu Classes
- Child Care
- Small group/Semi Private Personal Trainer
- Food (healthy food/juice bar)
- Sports Therapy
- Other: _____

We currently host a 33-piece Fitness Room. What additional equipment would you like added into the Fitness Room, or another area of MSC?

- Cardio Equipment (i.e. Stationary Bikes, Treadmills, Ellipticals)
- Expanded Free Weights
- Additional Weight Machines
- Stretching Area
- Yoga/Pilates Studio
- Other: _____

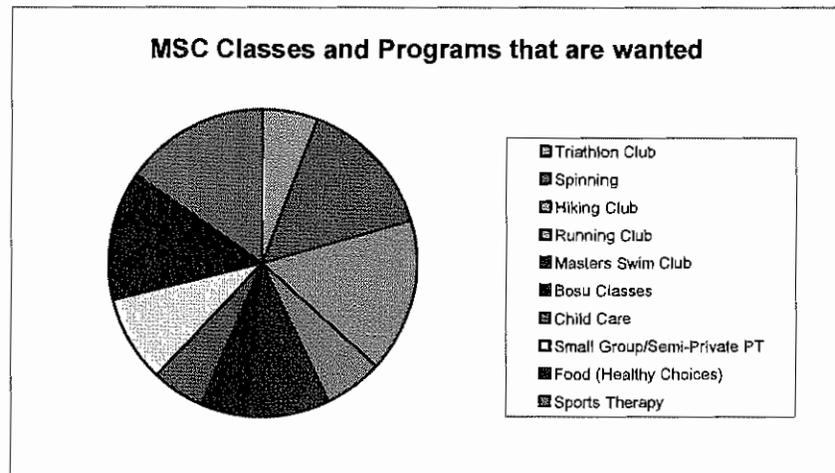
Please share any additional suggestions or comments regarding the MSC offerings.

*Thank you for taking your time to assist us.
Your input is very valuable!*

MILPITAS SPORTS CENTER EVALUATION SURVEY

What other programs or services would you like offered at MSC?

	# of Requests
Triathlon Club	20
Spinning	50
Hiking Club	54
Running Club	21
Masters Swim Club	30
Bosu Classes	16
Child Care	19
Small Group/Semi-Private PT	31
Food (Healthy Choices)	46
Sports Therapy	52



Other:

- Sell the San Jose Mercury news at MSC front desk or kiosk
- Basketball Tournament
- Outdoor Heaters for Winter Swimming
- Walking Club
- Simple Beginning Yoga
- Daytime Gentle Yoga Class Between 9am-2pm
- Offer Multiple classes throughout the week Zumba especially more than one night
- Expanded Friday and Saturday Hours open on Sunday
- Large Trash Can in Womens Locker Room
- Shelving in Showers to hold toiletries
- Parking Garage
- Tai Chi Classes
- Early Zumba Classes 8am
- H2O Exercise class max 25 participants
- More H2O Exercise classes in summer when attendance is up
- Ballet (adults)
- Massage Therapist
- Tahitian or Hula Dancing Classes
- Private Parking for MSC Members
- Hot tub / jacuzzi
- Masters Swim in the morning 7am
- Longer Lap Swimming Hours
- More timely updates of MSC schedules on the WEB
- Swim clinics with underwater video
- Nutritional Classes or a Weight Watcher meeting
- More Boot Camps
- Swim Paddles and fins for rental or borrow
- Hip/Hop Dance Class
- Adult Evening Swim Lessons

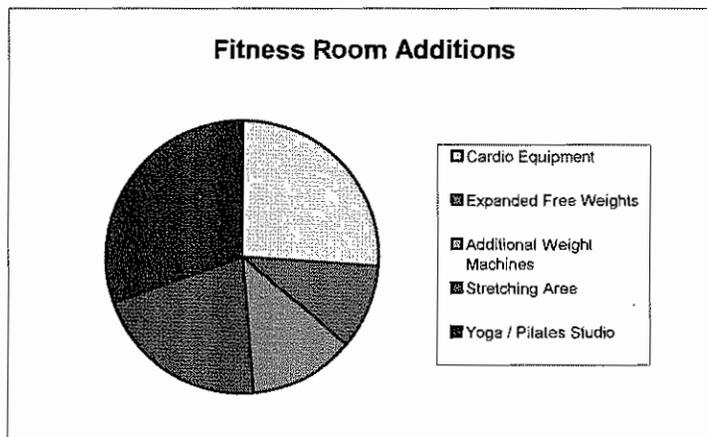
MILPITAS SPORTS CENTER EVALUATION SURVEY

We Currently host a 33-piece Fitness Room. What additional equipment would you like added into the fitness room, or another area of MSC?

	# of Requests
Cardio Equipment	52
Expanded Free Weights	20
Additional Weight Machines	25
Stretching Area	41
Yoga / Pilates Studio	61

Other:

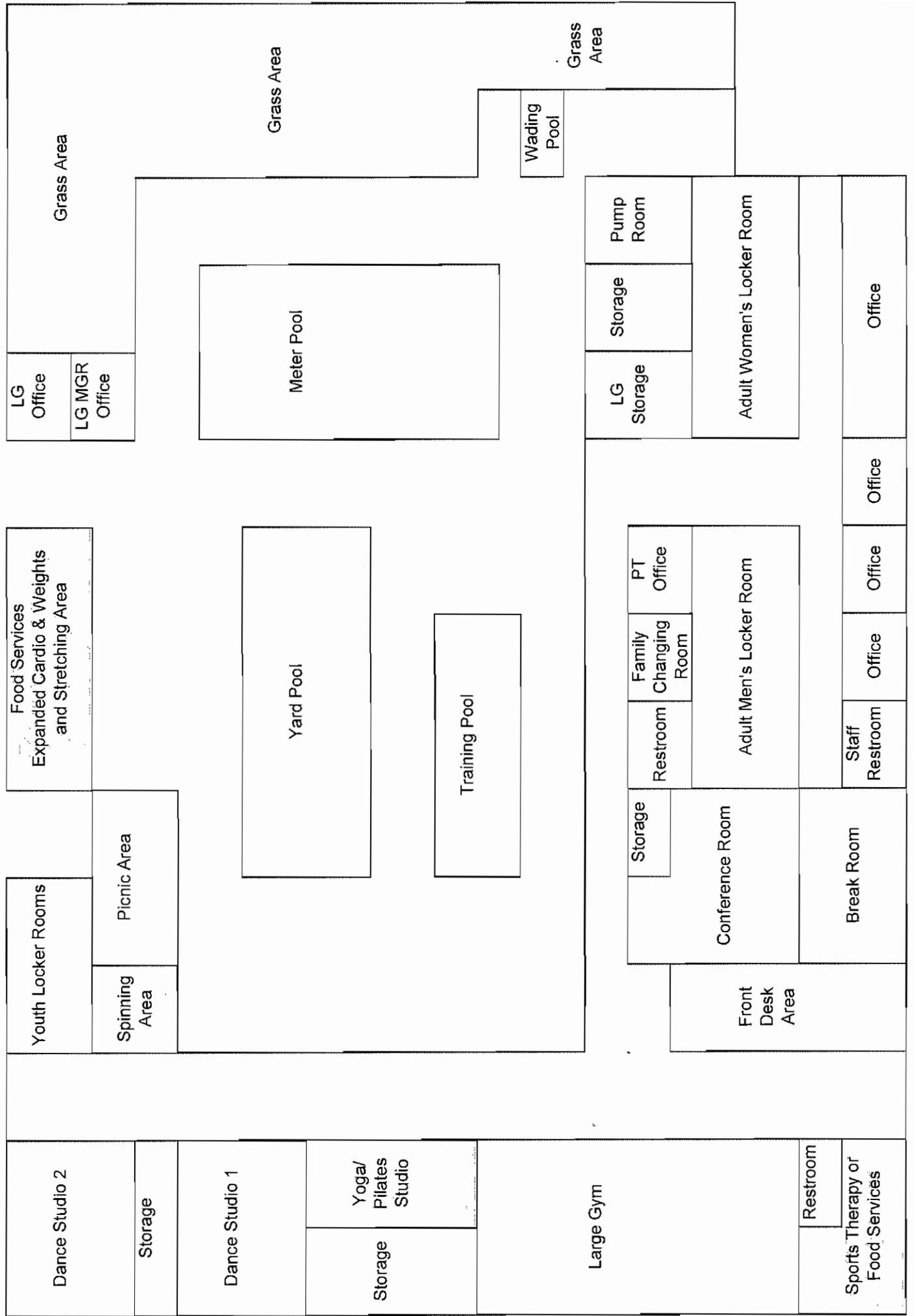
- Pull-up machine
- Rope and Cable Universal Machine
- More Stationary Bikes
- Massage Chairs
- Back Extension Machine
- Rowing Machines
- Spinning Bikes



Please Share any Additional Suggestions or comments regarding the MSC offerings...

- Center is very cleaned and organized, could mop more in DSI and DSII...Very Happy
- Dance Studio storage room can get messy and disorganized causing potential hazards
- More of Tatsiana's difficult classes like the step sculpting class
- Janet Norman is an excellent instructor knowledgeable, encouraging, and keeps us working
- More Restrooms Please
- I love MSC, especially its cleanliness and friendly staff
- The water exercise class taught by Janet is the best thing since sliced bread
- Do not allow anyone to enter the water without a swimsuit, no shirt, hat, or socks allowed
- Mandatory shower before entering the pool
- Make the website more dynamic to help refer to cancelled classes and substitute instructors
- Do not take away your propel drinks and cooler at the front desk
- A beginning pilates class would be nice as well as an evening fit over 50 class...I still work
- Love the evening adult swim, having trouble with groups of teens squeezing me out of lanes
- Great facility, it would be nice to be able to get towels
- The water exercise class could have a lot more variety
- Adult Lap swimming, love the evening M-F 6-8pm adult lap swim
- Earlier midday water aerobics classes would be nice
- Definitely expand the swimming classes
- Water is too cold in the pool and MSC is too cold as you re-enter the building not good for arthritis
- Tatsiana is a great Instructor
- Once a month a senior night with themes to focus on playing ping pong, badminton, basketball, etc.
- I am very happy with what you currently offer, I love this place
- Stay open for Tuesday and Thursday noon lap year around
- The extra noontime hours in the summer were great
- Love the Pool wish it were open every noon in the spring so we can train for events in early summer
- Possible evening or weekend Fitness Room Orientation
- I appreciate the classes offered! Early AM is good for me.
- Kellie Brown doing a great job on Sat morning.
- Really like Aquatic Classes. Kellie keeps it interesting.
- Kellie and her aqua class Sat mornings are excellent, fit and fun.
- I like Saturday water aerobics teacher on Saturday- 2 x's.
- Please retain 9:00 AM Saturday morning lap swim start time in winter.
- Dance Club

Potential Milpitas Sports Center Layout



Milpitas Community Center Possibilities

The conversion of the current Sal Cracolice building into a full service Teen & Youth Community Center would provide several positive possibilities for the Milpitas Community Center. Current "Mommy/Daddy & Me" contract classes could be moved to the new potential Youth Center. In turn this would ease the contract class congestion at the current Community Center. It would also open up more room to provide new contract classes and facility rentals (specifically for meeting space) which would result in increased revenue. In addition, the contract classes would be able to be offered in the correct type of room/facility (i.e. dance classes in a facility/room with a dance floor and mirrors and art, music, and educational classes in a facility/room with front white boards).

Potential Shared Usage

Milpitas Parks & Recreation Services Staff recommend against shared usage of the Sal Cracolice building with the Milpitas Food Pantry or other organizations. Joint use of the facility would create several problems. Specifically, those individuals working around youth under the age of 18 must have a background check/fingerprints completed and on file with the City of Milpitas. The safety of our youth participants is also a major concern as there could be potential issues with the transient nature of the clientele that the Food Pantry serves.

After meeting with the Food Pantry representative and touring their facility, it is important to note that the scope of our programs is extremely different. We serve very different clienteles and have extremely different needs. Specifically, the Food Pantry is looking for increased storage. Should the Sal Cracolice building and annex rooms become storage, Milpitas Parks & Recreation Services would be unable to program those facilities. Our program hours also overlap and conflict, which may result in traffic congestion at a facility with limited parking.

Should the Sal Cracolice building become a Teen & Youth Community Center there would be many fixtures such as pool tables, ping pong tables, couches, desks, and computers that would be set up in the facility. These fixtures are non-portable and not easily storable. Furthermore, the security and safety of these fixtures would be difficult to manage should there be shared usage of the facility. Due to the nature of our programs, they would be unable to coexist in the same facilities.

Other Organizations

The other organizations that expressed interest in relocating to the Sal Cracolice building will be submitting their own memorandum for the NSE Sub Committee to review.