



**CITY OF FOSTER CITY
FOSTER CITY COUNCIL CHAMBERS
620 FOSTER CITY BOULEVARD
FOSTER CITY, CALIFORNIA**

AGENDA

Monday, November 14, 2016 6:30 PM

SPECIAL MEETING

1. CALL TO ORDER

2. ROLL CALL

Councilmembers Charlie Bronitsky, Sam Hindi, Catherine Mahanpour, Gary Pollard and Mayor Herb Perez

3. PUBLIC

Pursuant to Government Code Section 54954.3(a), members of the public wishing to address the Council may do so, and the comments shall be limited to the Special Meeting notice topic(s).

4. STUDY SESSION

- 4.1. Priorities and Next Steps for Recreation Center Master Plan**
a) Staff Report

5. ADJOURNMENT

The public is invited to attend.

Any attendee wishing special accommodations at the meeting should contact the City Clerk's Department at (650) 286-3250 at least 48 hours in advance of the meeting.

Any writings or documents provided to a majority of the City Council or EMID Board regarding any item on this agenda after the agenda packet was distributed will be made available for public inspection in the City Clerk Department at City Hall located at 610 Foster City Boulevard during normal business hours and at the meeting.

City Council meetings on FCTV on Comcast Channel 27 and AT&T Channel 99:

LIVE every 1st and 3rd Monday of the month

REPLAY next day at 1:00 pm (that week only)

REPLAY Saturday at 5:00 pm (only on Saturday the week the actual meeting occurs)



DATE: November 14, 2016

TO: Mayor and Members of the City Council

VIA: Kevin M. Miller, City Manager

FROM: Jennifer Liu, Parks and Recreation Director

SUBJECT: RECREATION CENTER MASTER PLAN STUDY SESSION

RECOMMENDATION

It is recommended that City Council receive and review the information presented in the following staff report and discuss priorities and next steps for the Recreation Center Master Plan.

EXECUTIVE SUMMARY

The Recreation Center is over 40 years old and necessary investment in infrastructure improvements is estimated at between two and three million dollars (\$2,000,000-\$3,000,000) to meet current structural, seismic and programmatic needs. The City Council has indicated an interest in considering whether to invest this funding in the existing facility or to create a new, enhanced recreational facility. To this end, it has commissioned an extensive outreach effort in support of preparation of a Recreation Center Master Plan.

The City Council requested this Study Session in lieu of one-on-one meetings with each Councilmember in order to provide input and guidance. The topic areas to be covered include:

1. Schedule Milestones Process
2. Existing Conditions / Utilization of Existing Space
3. Existing and Potential Programming
4. Community Demographics

5. Facility Character

BACKGROUND

The Recreation Center opened to the public in 1974. Due to its location as a central amenity in Foster City's "crown jewel" Leo J. Ryan Park, the William E. Walker Recreation Center is a hub of activity in the community.

Given the age of the building, structural upgrades are becoming necessary; such as a roof replacement and structural requirements for emergency shelter readiness. Also, the Recreation program and the needs that it fulfills in the community have evolved over time, making now a good time to discuss the best future for the Recreation Center building.

City staff's initial estimate for addressing roof, shelter, and programmatic needs is estimated at between two and three million dollars (\$2,000,000-\$3,000,000). The City Council will want to determine whether to invest the funding to rectify identified issues with the existing facility or create a new, enhanced recreational facility based on the findings of the outreach portion of the Recreation Center Master Plan.

A series of public meetings and discussions regarding the status of the Recreation Center have taken place that have led to this meeting. At the January 25, 2016 City Council Special Meeting, City Infrastructure was identified as a City Council priority. At the March 28, 2016 City Council Special Meeting (Budget Study Session), the City Council considered a report on the Recreation Center's structural integrity, ongoing maintenance and relevance to emerging City demographics and trends in recreation facility use. At the May 9, 2016 City Council Special Meeting (Budget Study Session), City Council approved a \$200,000 budget placeholder for a Recreation Center Master Plan Study.

At the special meeting on July 18, 2016, the City Council approved a process for a comprehensive outreach effort spearheaded by City staff, with the assistance of a parks development facilitator to help frame and engage the Recreation Center Master Plan public input process. At the October 17, 2016 City Council Regular Meeting, the City Council approved the outreach plan with the request to provide City Council input and guidance on what characteristics to be considered during the public outreach process at this Study Session in lieu of one-on-one meetings with each Councilmember.

ANALYSIS

At tonight's meeting, RJM Design Group, a facilitator with extensive parks and recreation facility master planning experience, will assist the City Council to consider

the variety of perspectives that will be represented in the final Recreation Center Master Plan and elicit City Council feedback on each of these areas. With Council concurrence, the facilitator will provide a short introduction to each area and then receive Council feedback in this area. The topic areas to be covered include:

1. Schedule Milestones Process
2. Existing Conditions / Utilization of Existing Space
3. Existing and Potential Programming
4. Community Demographics
5. Facility Character

A detailed outline of discussion items is included as Attachment 1 to this report.

The proposed meeting format and topics were shared in advance of the City Council Meeting with the City Council Infrastructure Subcommittee.

Next Steps

At the conclusion of this meeting, after City Council review, feedback will be incorporated into future interviews and meetings with members of the public. All of the feedback, as well as demographic trend data and recreation program best practices, will be brought back to the City Council at a meeting in February 2017. At that meeting, City staff will seek City Council policy direction on the future of the project. A timeline and scope of costs will be provided for identified alternatives if the City Council wishes to move forward to include the project in the FY 2017-2018 Capital Improvement Program Budget.

Attachments:

- Attachment 1 - Study Session Agenda/Topic Outline
- Attachment 2 - Public Outreach Timeline/Meetings

**Foster City Recreation Center Needs Assessment
City Council Study Session – November 14**

Agenda / Topic Outline

1. *Overview: Brief summary of the project, schedule/key meeting dates, and the public input process
Question: Are there any comments, input or concerns from Council regarding the summary, schedule and public input process?*
2. *Overview: Existing conditions of the facility and current utilization
Question: Does Council have any insights or input on the current recreation center's condition or utilization?*
3. *Overview: Brief summary of the existing and potential recreation programs for facility planning
Question: Are there any additional recreation programs or areas of emphasis Council wishes to be considered in the assessment for recreation needs for the community?*
4. *Overview: Brief summary of the changes in demographic statistics over time for the Foster City population, and how it might influence changes in recreation programs and facilities in the future.
Question: Are there any comments or insights from City Council regarding the demographic data presents?*
5. *Overview: A brief synopsis/imagery of potential architectural character will be provided
Question: Does Council have any preliminary preferences or feedback for architectural character for building design and/or outdoor space design and planning?*

**Recreation Center Master Plan
Milestone Dates and Meeting Schedule**

Tuesday, October 25, 2016

- Public Survey Activated, Outreach Effort started

Wednesday, November 2, 2016

- 1-1 interviews
- Focus Groups
- Public Meeting: Parks and Recreation Committee

Monday, November 14, 2016

- 1-1 interviews
- Focus Groups
- Public Meeting: City Council Special Meeting

Thursday, December 1, 2016

- 1-1 interviews
- Focus Groups
- Public Meeting: Planning Commission

Saturday, December 31, 2016

- Public Survey Closes

January 21, 2017

- Public Meeting: Community Workshop

February 21, 2017

- Public Meeting: City Council Report Back on Community Outreach