



CITY of CALABASAS

PARKS, RECREATION & EDUCATION COMMISSION AGENDA REPORT

DATE: NOVEMBER 29, 2016

**TO: MEMBERS OF THE PARKS, RECREATION & EDUCATION
COMMISSION**

FROM: JEFF RUBIN, COMMUNITY SERVICES DIRECTOR

**SUBJECT: DISCUSSION OF CURRENT JOINT USE AGREEMENTS WITH LVUSD
AND RECOMMENDATION ON CRITERIA FOR REQUEST FOR
PROPOSAL'S (RFP) FOR FIELD USE AT A.C. STELLE MIDDLE
SCHOOL**

MEETING DATE: DECEMBER 12, 2016

SUMMARY RECOMMENDATION:

It is recommended that the Parks, Recreation and Education Commission discuss criteria for an RFP for field use at A.C. Stelle Middle School.

BACKGROUND/DISCUSSION:

At the October 26, 2016 City Council Meeting staff gave the following update on Joint Use Agreements with the Las Virgenes Unified School District:

Over the years the City of Calabasas and the Las Virgenes Unified School District (LVUSD) have worked together on joint ventures to benefit the citizens of Calabasas. This effort must continue to serve the growing needs of the Community and LVUSD. Joint ventures have included our much modeled after A. C. Stelle Joint Use Agreement, development of Lupin Hill Elementary School's four baseball fields, the State Licensed Camp Calabasas program with Little Learners at Lupin Hill

and the facility use agreements for both Bay Laurel and Chaparral Elementary Schools. Additionally, the City utilizes School Gyms for Basketball programs and the High School for the annual 4th of July Fireworks Celebration. The School District's use of City facilities includes the AHCCC, the Tennis and Swim Center, De Anza Park and our Founders Hall.

School playgrounds, athletic fields and gymnasiums serve as facilities for physical education and recreational programs. Schools are required by State Law to offer their facilities for public use, when not used by the School District; mornings, afternoons, nights and weekends (Civic Center Act). The School District conforms to this policy through a permit process, whereby an individual or group must complete a facilities use application and pay applicable fees in order to use the facility. LVUSD permits scheduling of many school facilities by the City and several outside groups and organizations such as: City of Agoura Hills, City of Westlake Village, AYBA, AYSO, WAGS, WVSL, and Agoura Pony Baseball. There is such heavy competition for the limited space available that facility use requests are sometimes denied.

The Community Services Department has grown exponentially over the years. It is the cause for the need of more facilities in order to serve our residents in the manner which they have become accustomed. LVUSD facilities serve to meet this need as identified in our Parks and Recreation Master Plan adopted by City Council on October 20, 2004. The plan identifies a continued effort between the two entities for joint acquisition, development, construction or use of land and facilities which will enhance future Community Services resources.

The benefits of Joint Use Agreements will be notable for years to come. Payments by the City free up District funds. The quality of education will be sustained by redirecting these funds. Further, we as a City are actively demonstrating our purpose to serve our community on all fronts; we are less restricted due to limitations with facilities, programs for youth and adults have expanded and are flourishing with new revenues being generated that have essentially eliminated costs incurred by the City for use of LVUSD Facilities.

In 2000 the Community Services Department began operating State Licensed on site childcare at Lupin Hill Elementary School. This successful program originally started in September of 1998 and consisted of transporting 35 youth per day from Lupin Hill to De Anza Park after school. Many took notice and in 1999 staff was approached by then Lupin Hill Principal, Carol Martino about moving this program on-site to better serve the student population.

After receiving City Council approval, staff entered into a lease agreement with William Scottsman, Inc. to provide a 24' x 60' state of the art portable classroom that complied with State of California childcare requirements. This unit was placed

on a pad in the back parking lot at Lupin Hill behind the YMCA. After delivery, set-up of electrical and such, staff applied for a license through the Community Care Licensing Division and soon after moved the program from De Anza to Lupin Hill.

In November of 2008 staff met with West Valley YMCA Executive Director Greg Koubek on site at their portable classroom at which time staff learned that the YMCA would be closing the doors and eliminating this program from their offerings as of January 2, 2009. At this meeting staff was asked about our interest in purchasing the six year old 43' x 66' facility owned outright by the YMCA. The original purchase price of the classroom was \$142,000 and the YMCA was looking to sell it for \$93,000. After discussions with the City Manager and CFO, staff had the building inspected, held discussions with Mobil Modular, Ramtech, and William Scottsman on the current market value. After some negotiations, the YMCA accepted the amount of \$72,000. A long term agreement was then reached with LVUSD for the pad that the classroom sits on.

In 2003, City Council approved the School Facilities Joint Use Agreement with the Las Virgenes Unified School District for the use of facilities at A.C. Stelle Middle School. The Joint Use Agreement provides the City of Calabasas access to the following facilities for a fifteen year period:

- The upper and lower outdoor grass playing fields
- The gymnasium
- The outdoor basketball courts
- The restrooms adjacent to the gymnasium
- The parking lots serving the playing fields and gymnasium

To provide an equal opportunity for outside organizations to use the facilities staff advertised in a local newspaper in 2003, a notice to invite program/activities to be offered at A.C. Stelle Middle School. Proposals were taken with four organizations submitting:

- Old School Basketball Academy
- Rovers Soccer Club
- West Valley Soccer Club
- Zacharatos Karate & Kickboxing

In 2009, City Council approved the School Facilities Joint Use Agreement with the Las Virgenes Unified School District for the use of the gymnasium at A.E. Wright Middle School. The Joint Use Agreement provides the City of Calabasas access to the following facilities for a twelve year period:

- The gymnasium
- Gymnasium restroom
- The parking lots serving the gymnasium

These agreements serve a need for the City as identified in the Parks & Recreation Master Plan by increasing recreational opportunities for the community.

Since both Joint Use Agreements have been approved, staff has used the facilities for the City's youth and adult basketball programs. Currently we have the following organizations using the facilities at A.C. Stelle Middle School and A.E Wright Middle School.

- West Valley Soccer League (M, W, F & Sat) A.C. Stelle Middle School
- Barcelona Soccer League (T, Th, & Sat) A.C. Stelle Middle School
- Zacharatos Karate & Kickboxing (Soccer Class) A.C. Stelle Middle School
- Courtside Hoops (Gymnasium) A.C. Stelle Middle School & A.E. Wright Middle School

Several speakers from a local soccer club requested more use of the fields at A.C. Stelle Middle School. Council requested that the PRE discuss criteria for an RFP as a lot has changed since last completed in 2003. Once complete, staff will post the RFP.

FISCAL IMPACT/SOURCE OF FUNDING:

Total expenditures of \$105,000 from accounts 10-515-553600 and 10-515-525305. Total revenue of \$241,000 posted to the following accounts 10-000-441503, 10-000-441506, 10-000-446006, 10-000-446007 and 10-000-440010.

REQUESTED ACTION:

It is requested that the Parks, Recreation and Education Commission discuss criteria for an RFP for field use at A.C. Stelle Middle School.