



# STAFF REPORT

AGENDA NO:

MEETING DATE: June 18, 2018

**To:** Honorable Mayor and City Council

**Date:** June 18, 2018

**From:** Margaret Glomstad, Parks and Recreation Director – (650) 558-7307

**Subject:** Status Report on the Conceptual Plan Options for the New Community Center

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## RECOMMENDATION

Staff recommends that the City Council receive the status report on development of the conceptual plan options, Mission and Pavilions, for the new Community Center.

## BACKGROUND

Since 2012, City staff, in collaboration with Group 4 Architecture, the Citizens' Advisory Committee (CAC), and community members, has been working on developing plans for a new community center in Washington Park. The work includes development of a Master Plan for the active areas of the park and identifies the site locations of the park amenities (Community Center Master Plan) and conceptual designs of the proposed building within the Master Plan. The City Council approved the Community Center Master Plan on July 7, 2014.

On August 17, 2015, the City Council held a study session on the community center. The attached staff report from the study session provides a thorough background of the master and conceptual plan processes (Exhibit A and B). At the study session, the City Council provided the following input on the conceptual plan: create a more active presence on Burlingame Avenue, strengthen the civic aspect of the design, and create more depth and detail in the facades. With this feedback, Group 4 continued to refine the conceptual plan for the building.

On August 25, 2015, staff brought the conceptual plan to the Planning Commission to gather further input. On April 14, 2016, staff presented the completed traffic study to the Traffic, Safety & Parking Commission (TSPC) to seek additional input regarding parking options, the impact of construction on parking, and the phasing options of the project. TSPC Commissioners offered suggestions including exploring options for bike and pedestrian access. Overall, the Commission favored the under-the-community center building parking option. They also offered suggestions if both parking options (under the community center building and one-half level under the tennis courts) are considered, including looking at parking permits for the lot under the tennis courts and/or installing meters for the tennis court lot to offset the cost of added parking. Additionally, Commissioners expressed interest in using the tennis court parking area as an option for downtown parking.

The CAC met again on April 20, 2016 to discuss the input from the City Council, Planning Commission, and TSPC. From the comments generated at the previous meetings and additional input from the CAC, Group 4 further refined the conceptual plans.

At the March 19, 2018 Council meeting, staff and Group 4 presented the conceptual design for the Mission style building along with parking options, project budget, cost reduction strategies, sustainability options, and next steps (Exhibit C). Staff and Group 4 also shared renderings of the conceptual design for the Pavilions style building, which was the other style favored by a number of members of the Citizens' Advisory Committee.

After discussion, the City Council made a number of decisions relative to the project scope, the building's size, the location of parking, the maximum budget, and the sustainability features of the new building. The City Council also requested that staff gather input from the community on the Mission and Pavilions style building options prior to bringing the conceptual plan back to the City Council for approval before the summer recess.

## **DISCUSSION**

Since the March 19 meeting, the project team has updated the project scope and design to incorporate:

- the updated project scope and limits of work, which are now defined by the area of the park bounded by the east side of the Lions Club, the south side of the softball field, the existing picnic area east of the softball field, and the east boundary of the park.
- an updated site plan that reflects the new boundaries and relocates the playground so as to accommodate the full-court basketball court
- design updates, design development, and presentation graphics for the two conceptual design options, the Mission (Exhibit D) and the Pavilions (Exhibit E)

Both of the design options, the Mission and the Pavilions, have the same program spaces and adjacency opportunities. At this phase of design, the project cost models for the two design options are similar, they use similar exterior base materials, similar quantities of accent materials, and have similar massing and volumes.

The exterior materials palette for the two designs both use stucco as an option for the base material but have different opportunities for the roof material and accent materials. The materials palette for the Mission design includes: stucco/plaster base wall material, concrete roof tile, terra cotta and wood accents, with wood and steel trellises. The material palette for the Pavilions design includes: stucco/plaster/polished concrete base wall materials, metal roof, metal/fiber cement panel and wood accents, with wood and steel trellises.

Inherent with the massing of the design options, their respective roof lines, and roofing materials, the Pavilions option is inherently more compatible with integrating roof-mounted photovoltaic (PV) arrays. The Pavilions design option has approximately 1/3 more capacity to accommodate PVs; the PVs on the Pavilions option are almost completely concealed within the butterfly roof; and the installation, mounting, and maintenance of the PVs on a metal roof is substantially easier. The exact calculation and quantity of PVs required to meet the zero net energy goal identified by the

City Council will not be possible until the next phase of the project, the schematic design phase, when the building envelope, mechanical system, and integration of natural ventilation is further defined.

The community's input on the two design options is being collected through intercept kiosks located at the Recreation Center, the Library, and at the June 11 Farmers Market; the June 21 Parks and Recreation Commission Meeting; and an online survey that was promoted to the community through social media and was available from June 5 through June 15.

To date, 1,222 community members have shared their design option preference. Thus far, respondents have shown a slight preference for the Mission design option (620 votes) vs. the Pavilions design option (602 votes).

***Next Steps***

Staff will return to the City Council at the July 2 Council meeting to provide additional updated project information and seek direction on the preferred Conceptual Design option. Once the City Council has approved the conceptual design, the consultant team and staff can begin to complete the CEQA requirements and the construction document phase of the project. Staff anticipates that once the City Council accepts the conceptual design, the construction document phase and CEQA approvals will take approximately 18-20 months.

**FISCAL IMPACT**

In November 2017, the voters of Burlingame approved Measure I, a ¼ cent sales tax measure that will generate an estimated \$1.75 million to \$2 million annually. At the January 27, 2018 goal-setting session, the City Council discussed the City Manager's recommended expenditure plan for the Measure I funds. (The City Council approved the recommendation on February 20, 2018.)

As noted at the goal-setting session, an annual pledge of \$1 million toward debt service on the issuance of lease revenue bonds for the project would yield bond proceeds of approximately \$15 million. Therefore, in order to fund the Community Center project, the City will need to rely on a combination of Measure I revenues plus ongoing General Fund revenues and/or monies from the Capital Investment Reserve. Staff thus recommended that the Council consider an additional \$1 million annual General Fund transfer to allow for a lease revenue bond issuance of approximately \$30 million, with the remaining financing for the Community Center project to be provided from the Capital Investment Reserve or some other source not yet determined. The recommended debt service funding from Measure I and other General Fund monies (\$2 million in total) is included in the proposed budget for 2018-19, in anticipation of the bond issuance for the Community Center project sometime in the upcoming fiscal year.

**Exhibits:**

- Staff Report from the August 17, 2015 Study Session
- Executive Summary
- Staff Report from the March 19, 2018
- Mission Style Conceptual Plan
- Pavilions Style Conceptual Plan