

**City of Yuba City  
Staff Report**

**Date:** November 3, 2009  
**To:** Honorable Mayor & Members of the City Council  
**From:** Parks and Recreation Department  
**Presentation By:** Brad McIntire, Parks and Recreation Director

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**Summary**

**Subject:** Reuse of Old Fire Station #4: 211 South Walton Facility  
**Recommendation:** Authorize staff to initiate the Request For Proposal (RFP) process for selection of an interested Youth Community Service provider for the Walton site facility  
**Fiscal Impact:** To be determined.

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**Background:** Staff has been researching potential future use for the Walton facility located at 211 S. Walton. The consensus is that the site would be a great location for a local or national organization to offer diverse community based programs for the youth in our community. City Managers office, General Services, Parks & Recreation, Public Works and Community Development met and outlined program requirements, facility needs and timelines for a RFP package.

**Analysis:** It is proposed that the RFP have six (6) key sections as listed below requesting the potential organizations to provide the required information:

1. Basic Information: History, organization authenticity and commitment letters.
2. Financial Responsibility: Proposed budget with funding and expenditures
3. Capital Improvements: Landscape, parking, maintenance and operations.
4. Staffing Levels: Ratio of child to adult and onsite key personnel
5. Programs Offered: Anticipated schedule of hours and days
6. Public Outreach Requirements

After submittals have been received there will be a public hearing to give the candidates the opportunity to make a presentation and allow the public and members of a committee to ask questions in an open forum.

The results and staff recommendation will be brought back to Council for consideration.

Staff will be conducting a public outreach meeting to talk with area residents, businesses, and school(s) about the potential for impacts related to the reuse of old Fire Station #4 and any mitigations or restrictions necessary for such uses.

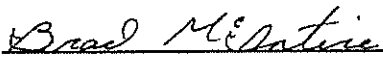
**Alternatives:**

1. Retain site for future City use.
2. Declare the site surplus property and proceed with sale for alternative use.

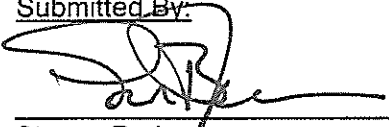
**Recommendation:**

Authorize staff to initiate the Request For Proposal (RFP) process for selection of an interested Youth Community Service provider for the Walton site facility.

Prepared By:

  
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Brad McIntire  
Parks and Recreation Director

Submitted By:


  
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Steven R. Jepsen  
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Reviewed By:

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Finance

City Attorney

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Via Email