



CITY OF SAN MATEO

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Agenda Report

Agenda Number: {{item.number}}

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Parks and Recreation Department
MEETING DATE: June 15, 2020
SUBJECT:
Kohl Pumphouse – Lease Agreement

RECOMMENDATION:

Approve a seven-year lease agreement for the sum of \$1.00 per year with the San Mateo Arboretum Society for the use of the Kohl Pumphouse and Adjacent Greenhouses at Central Park.

BACKGROUND:

The San Mateo Arboretum Society was established in 1973 with the goal of preserving and enhancing Central Park's value as an arboretum. Throughout the years, the Society has assumed lead responsibility and been the lead funder for renovating the Kohl Pumphouse, which now provides office, classroom and work space for the Society. They also took the lead in reinstalling the two greenhouses, beautifying the grounds adjacent to the Pumphouse and installing the Central Park Rose Garden, Gazebo and the adjacent Butterfly Garden.

Since its first formal lease of the Kohl Pumphouse in 1976, the Arboretum Society has served as a horticultural resource to the community by providing classes, seminars and hands-on demonstrations, many of which are free to the public. They have also been a generous contributor to valuable improvements and enhancements to Central Park that were beyond the City's resources. Over the years they have enhanced the existing fern grove and rhododendron dell, donated funds towards Japanese Garden improvements and completed a comprehensive tree inventory of Central Park. The existing lease agreement with the Arboretum Society will expire June 30, 2020, and both the City and the Arboretum Society are interested in renewing the lease.

Staff is proposing a new seven-year lease agreement with the Arboretum Society for the Kohl Pumphouse and Adjacent Greenhouses starting July 1, 2020, with the option to extend for an additional five-year term. The Society currently has plans for undertaking renovations of the interior of the Pumphouse that will provide greater capacity to host more educational sessions, as well as private rentals. All of these improvements will be at the Society's expense.

Minor modifications from the existing lease agreement are proposed, including adding maintenance responsibilities for the recently installed Butterfly Gardens, increasing the notification time should either the City or the Arboretum Society desire to terminate the lease and aligning insurance coverage to match the City's current requirements.

The Board of Directors of the San Mateo Arboretum Society approved the revised lease at its regular meeting in April, 2020.

BUDGET IMPACT:

The City will continue to receive the equivalent of \$1.00 per year in direct compensation for the lease. Over the term of the lease, the City may incur facility expenses as would be associated with any other City-owned facility.

ENVIRONMENTAL DETERMINATION:

This item is categorically exempt from CEQA as an “existing facility,” because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Lease Agreement

STAFF CONTACT

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