



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 11

Section Name: {{section.name}}

Account Number: 10-6661

File ID: {{item.tracking_number}}

TO: City Council

FROM: Drew Corbett, City Manager

PREPARED BY: Library Department

MEETING DATE: March 20, 2023

SUBJECT:

San Mateo Public Library Foundation Operating Lease – Amendment

RECOMMENDATION:

Approve an amendment to the property lease and operating agreement with the San Mateo Public Library Foundation to extend the lease for an additional year commencing on April 1, 2023 through March 31, 2024; and authorize the City Librarian to execute the amendment in substantially the form presented.

BACKGROUND:

The San Mateo Public Library Foundation (SMPLF) leases office space in the Main Library to accommodate Foundation employees who perform fund development duties in support of the Library Foundation's mission. The Commercial Property Lease Agreement and Operating Agreement between the City of San Mateo and San Mateo Public Library Foundation was signed on December 14, 2007. Subsequent lease extensions through March 31, 2023 have been approved by the City Council. This amendment represents a one-year extension of the lease agreement on April 1, 2023 through March 31, 2024. In fiscal year 2022-23, the Library Foundation awarded \$160,000 for support of programs and collections. The successful 2021 and 2022 fundraising events made it possible for Library's cultural committees to provide cultural and educational events to the public as well enhance Library's general collection.

BUDGET IMPACT:

In consideration of the financial support the SMPLF fulfills on behalf of the San Mateo Public Library, the rental amount of the lease will continue to be set at the nominal rate of \$12 per annum.

ENVIRONMENTAL DETERMINATION:

This lease is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Lease Amendment

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