

TO: James L. App, City Manager  
FROM: Julie Dahlen, Director of Library and Recreations Services  
SUBJECT: Pioneer Park – 2<sup>nd</sup> Extension of Occupancy for Museum Groups  
DATE: March 19, 2013

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NEEDS: For the City Council to consider allowing an additional six months of occupancy of City facilities by museum groups in order to complete lease negotiations with the newly-formed Paso Robles Museum Foundation (PRMF), composed of the Pioneer Day Committee, El Paso de Robles Area Pioneer Museum and Jeanesville Oil Pump.

FACTS:

1. The three PRMF entities occupy and operate on City property.
2. On March 13, 2012, the City received a letter from these entities, articulating goals which align with the City's vision: to develop a long-term master lease with an umbrella group consisting of the local history organizations listed above.
3. The letter also requests that the City allow the entities to continue to operate on City property for an interim period as a lease is being developed.
4. On April 17, 2012, City Council authorized a 1-year extension of occupancy, to allow for the negotiation of a long-term master lease with an umbrella group consisting of all three of these entities.
5. The entities have made progress toward this end, currently awaiting approval of non-profit status as the Paso Robles Museum Foundation and actively negotiating the terms of a lease.
6. Complying with legal requirements for a new non-profit group, securing appropriate insurance and developing a lease are time-consuming tasks; an additional 6 months is necessary to complete the process.

ANALYSIS &  
CONCLUSION: Pioneer Day Committee, Pioneer Museum and Jeanesville Oil Pump Museum operate on City property without a current lease agreement. The City's long-term vision includes a museum campus housing many historical collections; so too the historical groups. Additionally, increasingly complex liability concerns and finite resources indicate a benefit to crafting a long-term master lease, as the group's request. City Council previously approved a one-year negotiation period, but more time is required to complete this process.

POLICY  
REFERENCE: Pioneer Day Committee 50-year lease; Municipal Code 2.64 PUBLIC MUSEUM OF NATURAL AND HISTORICAL OBJECTS; UpTowne Centre Specific Plan; Resolution #12-063 APPROVING SHORT-TERM EXTENSIONS OF OCCUPANCY OF CITY FACILITIES IN ORDER TO NEGOTIATE NEW MASTER LEASE.

FISCAL  
IMPACT: Staff and attorney time; no estimate available.

OPTIONS:

- a. Adopt Resolution #13-XXX, extending the occupancy of City facilities in Pioneer Park by museum groups for no longer than six (6) months from the previous deadline of April 17, 2013 to negotiate a master lease with the City for the use of City facilities.
- b. Amend, modify or reject the above option.

ATTACHMENTS: Resolution #13-XXX

RESOLUTION NO. 13-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES  
APPROVING A SIX-MONTH EXTENSION OF OCCUPANCY OF CITY FACILITIES IN PIONEER  
PARK BY MUSEUM GROUPS TO NEGOTIATE NEW MASTER LEASE

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WHEREAS, the Pioneer Museum, Pioneer Day Committee and the Jeanesville Oil Pump Museum (collectively, the "Museum Groups") all have occupied certain City facilities in Pioneer Park for many years and each has helped to preserve various aspects of Paso Robles' history; and

WHEREAS, the City desires that the terms and conditions of the Museum Groups' use of City facilities be updated and clarified, all in the interest of the public health, safety and welfare; and

WHEREAS, the Museum Groups have submitted to City a Letter of Intent, dated March 13, 2012, expressing their interest in creating a non-profit organization to represent the Museum Groups and to negotiate a long-term master lease of City facilities to ensure the protection of the City's cultural heritage; and

WHEREAS, the Letter of Intent states that the new Museum Groups entity would be responsible for the ongoing maintenance, insurance and operations of the City facilities; and

WHEREAS, the Museum Groups have pledged to continue working with the City on a long-range plan for the City facilities, consistent with the Uptown-Town Centre Specific Plan; and

WHEREAS, City Council previously set a deadline of April 17, 2013 for completion of negotiations; and

WHEREAS, the Museum Groups are awaiting approval of non-profit status as the *Paso Robles Museum Foundation* and are actively negotiating the terms of a lease.

NOW THEREFORE, BE IT RESOLVED THAT:

The City Council of the City of El Paso de Robles hereby approves the continued occupancy by the Pioneer Museum, Pioneer Day Committee and the Jeanesville Oil Pump Museum of the facilities in Pioneer Park, for a period not to exceed six (6) months from the previous deadline of April 17, 2013, in order to allow time for the Museum Groups to form a non-profit corporation and to negotiate a Master Lease with the City.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 19<sup>th</sup> day of March, 2013.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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Duane Picanco, Mayor

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Caryn Jackson, Deputy City Clerk