



**RECREATION AND COMMUNITY SERVICES DEPARTMENT**

QUINLAN COMMUNITY CENTER

10185 NORTH STELLING RD • CUPERTINO, CA 95014-5732

TELEPHONE: (408) 777-3120 [www.cupertino.org](http://www.cupertino.org)

**CITY COUNCIL STAFF REPORT**

Meeting: June 5, 2018

Subject

Authorize the City Manager to negotiate and execute a lease agreement with the Santa Clara Valley Audubon Society for the property known as the McClellan Ranch House located at 22221 McClellan Road, Cupertino, CA 95014.

Recommend Action

Authorize the City Manager to negotiate and execute a lease agreement with the Santa Clara Valley Audubon Society for the property known as the McClellan Ranch House for the period July 1, 2018 to June 30, 2019, with an option to renew for one additional one-year term.

Background

Since 1993, the City of Cupertino has leased office space to the Santa Clara Valley Audubon Society in the McClellan Ranch Preserve. This office space inside the McClellan Ranch House includes two offices totaling 738 square feet and non-exclusive use of hallways, restrooms, and outside parking facilities. The current lease agreement expires on June 30, 2018.

Discussion

Staff recommends approval of the lease agreement at \$1.06 per square foot (\$782.00 per month). Rent payments will total \$9,384.00 annually. The lease is recommended for a one-year period, with an option to renew for an additional year with a 3% increase. City Staff recommends a short term lease to allow for flexibility due to the expanding program offerings at McClellan Ranch as well as the final adoption of the Parks and Recreation System Master Plan, which may provide recommendations for long term facility usage.

The Santa Clara Valley Audubon Society partners with the City and other community partners to enhance outdoor education programs for park users and community members. Services to the community include: operating the nature store at the McClellan Ranch Preserve, providing internship opportunities for local students, leading birding and gardening classes for adults, working with school groups from the

Cupertino Union School District, and partnering with the City of Cupertino to hold the annual Wildlife and Harvest Festival.

Fiscal Impact

No fiscal impact is projected. The \$9,384.00 in projected annual revenue is budgeted in Recreation and Community Services.

---

Prepared by: Kim Calame, Recreation Supervisor

Reviewed by: Christine Hanel, Acting Director, Recreation and Community Services

Approved for Submission by: David Brandt, City Manager

Attachments:

A – Draft Lease Agreement