

OPERATIONAL AGREEMENT BETWEEN THE CITY OF SAN PABLO & THE SAN PABLO HISTORICAL AND MUSEUM SOCIETY

PURPOSE/BACKGROUND

- **The City of San Pablo has several historic structures within the former City Hall complex, including the Adobe Museum and the Blume, Bunk, and Teixeira Houses.**
- **In August of 2017, the City of San Pablo executed an Operational Agreement between the City of San Pablo and the SPMHS for the operation of the City's Alvarado Adobe Museum, Blume House, and Bunk House for cultural and educational purposes.**

OPERATIONAL AGREEMENT BETWEEN THE CITY OF SAN PABLO & THE SAN PABLO HISTORICAL AND MUSEUM SOCIETY EXISTING AGREEMENT PARAMETERS

SPHMS provides:

- **Maintain a 501c(3) non-profit organization registered corporation status with the State of California at all times while operating in City facilities.**
- **Support the City's overall efforts to preserve and protect the City's historic facilities.**
- **Provides information and educational programs to honor and recognize the early historical events in the City's history through a variety of platforms (displaying artifacts, operating public hours, supervising visitors, etc.**
- **Meet with City staff members on a mutually agreeable schedule**
- **Use the City logo on all educational and promotional materials for museums**

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City provides:

- **Annual \$5,000 stipend to the SPHMS**
- **General maintenance of the Museums and grounds (interior/exterior, utilities, but not phone or telecommunications)**
- **Advertisement of SPHMS activities, events, and programs through City resources**

Jointly, the SPHMS & City will:

- **Seek grant or funding opportunities to support all activities and operations of the Museums**
- **Market and Promote San Pablo Historical Facilities**
- **Meet with each other on a mutually agreeable schedule**

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Questions?

Recommendation:

Staff is recommending to extend this agreement for a period of 3 years, in an amount not to exceed \$15,000.

Staff is seeking a recommendation that the CSD Standing Committee support this recommendation as reflected above, and for staff to take this item forward to a future City Council meeting for formal consideration.