



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

Date: April 2, 2015

To: Recreation and Park Commission
Operations Committee

Through: Philip A. Ginsburg, General Manager
Dana Ketcham, Director of Property

From: Jeff Suess

Subject: Glenridge Clubhouse Lease

Agenda Wording: Discussion and possible action to recommend that the Board of Supervisors approve a new 15-year Lease with the Glenridge Cooperative Nursery School for the Silver Tree Building located in Glen Canyon Park.

Background:

Glenridge Cooperative Nursery School (the “School”) was founded in 1970 and has been located in the Glenridge Clubhouse in Glen Canyon. For almost 45 years the school has provided child-centric, enriching programs for young children and a special community for families. As a Cooperative preschool, parents participate in running the school, working with the kids under the guidance of preschool staff.

The Clubhouse is shared with the Recreation and Park Department’s Silver Tree Day Camp, which operates during the summer months and has been in operation for 75 years. Each summer the preschool packs up to make way for Silver Tree Day Camp, returning in the fall to resume programming. The combination of these two activations has provided the department with full activation of the clubhouse. This unique community/ department relationship provides public access to the building during the summer and reverts to a preschool during the school year.

Over the years the school has raised funds and made repairs and improvements to the building. Currently, the roof is in need of replacement. Estimates for the replacement are in the mid \$40,000 range. The School has raised over \$50,000 for the replacement of the roof. This will be their largest investment in the building and the School is seeking a 15 year lease term as part of this investment in the building.



The proposed Lease mirrors very closely previous agreements, updating important Lease provisions and terms. Obligations and responsibilities under the new agreement are similar to those that have been working well for many years.

Key Lease Terms:

- Rent: \$2,721 per month, with annual CPI increases
- Term: 15 years during school year only
- Roof: The School will have an approved professional roofing contractor replace the existing roof system and will pay for the replacement. 50% of the cost of the replacement will be taken as rent credits until the 50% contribution is exhausted. The maximum monthly rent credit will be \$400 per month. The roof replacement will be subject to the review and approval by the Department.

Staff Recommendation: That the Commission recommends to the Board of Supervisors approve that they approve a new 15-year Lease with the Glenridge Cooperative Nursery School for the Silver Tree Building located in Glen Canyon Park.

Supported By: RPD Staff
Supervisor Scott Wiener

Opposed By: None known

Attachments: Lease and Lease Exhibits