



County of San Mateo

Inter-Departmental Correspondence

Department: PARKS

File #: 18-923

Board Meeting Date: 10/2/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Peggy Jensen, Deputy County Manager/Acting Parks Director
Subject: Amendment to an Agreement with the San Mateo County Historical Association

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the November 17, 2017 agreement with the San Mateo County Historical Association (SMCHA) to:

- A) Add the Lathrop House as an additional historic facility to be operated by SMCHA following the facility's relocation to the County Courthouse block; and
- B) Allow SMCHA to gain control of the ground floor annex of the San Mateo County History Museum to install an elevator unit, public restrooms, and Contractor work space; and
- C) Extend the agreement term through October 1, 2021; and
- D) Increase the not-to-exceed amount on the contract from \$400,000 to \$800,000 to extend the agreement by two years.

BACKGROUND:

For many years the SMCHA, a nonprofit corporation, has operated and maintained the San Mateo County History Museum (located in the Old County Courthouse at 2200 Broadway in Redwood City) and hosted public programs at two County-owned and maintained historical sites, the Sanchez Adobe Historic Museum in Pacifica and the Woodside Store in Woodside. The County contracts with the SMCHA for the maintenance and operation of the Museum and for the docent-led programs for the Woodside Store and Sanchez Adobe historical sites.

The historic Lathrop House was built in 1863 by Benjamin Lathrop, San Mateo County's first clerk. Originally constructed at 2215 Broadway, where the Fox Theatre now stands, the historic Lathrop House is currently located at 627 Hamilton Street in Redwood City. The house is an example of the "steamboat Gothic" architecture style and is listed on the National Register of Historic Places. The Lathrop House was acquired by San Mateo County in 1968. It is now operated as a museum by the

Redwood City Heritage Association and is open to visitors twice a month.

The County wishes to amend the contract with SMCHA to include ongoing maintenance and operation of the historic Lathrop House, following its relocation from 627 Hamilton Street in Redwood City to the parking lot behind the San Mateo County History Museum.

DISCUSSION:

To allow for the expansion of the San Mateo County Government Center campus and construction of County Office Building #3 on its current site, the County plans to relocate the Lathrop House one block from its current location to the parking lot behind the San Mateo County History Museum at 2200 Broadway.

Following relocation, the SMCHA will operate the Lathrop House in the same manner as it currently does for the Sanchez Adobe and Woodside Store sites. These services shall include, but are not limited to, keeping the facility open to the public for a minimum of eight hours per week, thereby substantially increasing public access to the historic house; keeping the interior of the structure clean; caring for the historic and facsimile items on display; creating exhibits as are appropriate; scheduling and conducting tours for school and other groups; training docents; maintaining a volunteer program; and interfacing with appropriate County staff on matters of facility maintenance, security, and other functions. To effectively operate both the County History Museum and the adjacent Lathrop House, the SMCHA requests to gain control of the ground floor annex of the History Museum in order to install a public restroom and elevator unit, which will serve both sites. The SMCHA also plans to install workspace in the ground floor annex to replace workspace lost upstairs due to the expansion of County History Museum exhibit space.

The SMCHA is the lead historical group in San Mateo County and has the expertise and volunteer base to operate and provide programming for the Lathrop House, as it does for the County History Museum, Sanchez Adobe Historic Museum, and the Woodside General Store. Therefore, it is in the interest of the County to enter into an agreement with the SMCHA for the operation of the Lathrop House.

County Counsel has reviewed and approved the resolution as to form.

Approval of this agreement for services from the SMCHA contributes to the Shared Vision 2025 outcome of a Livable Community, as increased access to and programming for the Lathrop House contributes to public understanding of San Mateo County’s history and cultural resources.

PERFORMANCE MEASURE:

	Hours Open per Week
Site	FY 2018-19 Projected
Lathrop House	8

FISCAL IMPACT:

The term of the amended agreement is November 7, 2017, through October 1, 2021. The total cost of the amended four-year agreement is \$800,000, an increase of \$400,000 and two years over the previous agreement. The amended agreement does not increase the annual cost, which remains at \$200,000. The agreement, funded by Net County Cost, is included in Parks’ current FY 2018-19

budget and will be included in future budgets.