

**TO: PARKS AND RECREATION COMMISSION**

**FROM: KRISTEN O’KANE, COMMUNITY SERVICES DEPARTMENT**

**DATE: DECEMBER 10, 2019**

**SUBJECT: UPDATE ON CUBBERLEY ITEMS, INCLUDING: DRAFT CUBBERLEY CONCEPT PLAN; AND LEASE AGREEMENT WITH PALO ALTO UNIFIED SCHOOL DISTRICT**

**RECOMMENDATION**

Staff will provide a status update on the Draft Cubberley Concept Plan and the Cubberley lease agreement with Palo Alto Unified School District (PAUSD)

**DISCUSSION**

*Cubberley Concept Plan*

The Draft Cubberley Concept Plan is now available to review on the project website at [www.pausd.org/cubberleycodesign](http://www.pausd.org/cubberleycodesign). Members of the public can submit their feedback or comments to: [cubberleycodesign@cityofpaloalto.org](mailto:cubberleycodesign@cityofpaloalto.org). A California Environmental Quality Act (CEQA) analysis of the concept plan is currently underway. Staff anticipates bringing the Concept Plan and CEQA document to the Parks and Recreation Commission in Spring 2020, and to City Council by June 2020 for adoption.

*Cubberley Lease*

On October 7, 2019, City Council directed staff to negotiate an agreement with PAUSD to continue leasing Cubberley Community Center for an additional five years. The October 7th staff report ([CMR # 10730](#)) provides background information on the current lease, which is due to expire on December 31, 2019.

The Council direction also approved a draft term sheet developed by City and PAUSD staff (Attachment A). Prior to developing the draft term sheet, the City Manager and PAUSD Superintendent prepared pre-negotiation principles based on the interests of both agencies in extending the lease. The principles are included as Attachment A in [CMR # 10730](#). The draft term sheet would extend the lease an additional five years and cap the lease payment at the current amount for the duration of the five-year term. The draft terms also include several milestones related to future development of Cubberley and adjacent PAUSD-owned properties. One of the terms would result in a newly formed Ad Hoc committee consisting of representative from both the City and PAUSD to coordinate each agency’s plans for their respective properties.

City staff have prepared a draft lease agreement and it is now being reviewed by PAUSD. Staff anticipates having a final executed agreement in place in February 2020. Until that time, the current lease will continue month-to-month.

Attachment A: [Draft Cubberley Lease Terms](#)