

**TEMECULA COMMUNITY SERVICES DISTRICT  
AGENDA REPORT**

**TO:** General Manager/Board of Directors

**FROM:** Kevin Hawkins, Director of Community Services

**DATE:** February 12, 2019

**SUBJECT:** Approve the Amended and Restated Cooperation Agreement with Temecula Valley Museum, Inc. for Operation of the Wedding Chapel, Courtyard, and Concessions Facility

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**PREPARED BY:** Tracy Frick, Community Services Manager

**RECOMMENDATION:** That the Board of Directors approve the Amended and Restated Cooperation Agreement with Temecula Valley Museum, Inc. for operation of the wedding chapel, courtyard, and concessions facility.

**BACKGROUND:** The Temecula Valley Museum facility comprises a museum, chapel, concessions facility, and public park. The Temecula Valley Museum is located at 28314 Mercedes Street in Old Town Temecula. It is a 7,200-square foot two-story history-based facility with permanent and rotating exhibits and houses a 511-square foot gift shop. The Chapel of Memories is located at 28300 Mercedes Street in Old Town Temecula. The Chapel of Memories is 3,400 square feet, consisting of the former St. Catherine's Church (a historic structure) with an attached fenced courtyard. The adjacent Concessions Facility, also located at 28300 Mercedes Street in Old Town Temecula, is 200 square feet and includes cabinetry, a sink, a refrigerator and a utility closet with sink.

Since the opening of the Temecula Valley Museum and Chapel of Memories, the Temecula Valley Museum, Inc., a nonprofit organization, has overseen both the gift shop and chapel rental operations. During the past seventeen years, they have successfully managed both operations. Proceeds from the gift shop and Chapel operations have allowed contributions of items by Temecula Valley Museum, Inc. including a new refrigerator, exhibit cases, DVD player and monitor, new carpeting, window coverings and furnishings for the Chapel. In addition, funding for security cameras and monitors, computers, video transfers, special exhibit receptions, and acquisitions for the Museum's permanent collection including historic books, paintings and motorized vehicles have also been provided.

Due to the difficulty in maintaining consistent operations of the gift shop, revenue has been decreasing, affecting the ability to raise funds for the museum. As a result, the Temecula Valley Museum, Inc. Board of Directors has determined that it is in the best interest of the organization and the City to relinquish the right to operate the 511-square foot gift shop at this time, but would like to receive right of first refusal should the issue be revisited in the future.

Temecula Valley Museum, Inc. will continue in its mission to lead revenue generation and fund raising activities to enhance and assist in the operation and maintenance of the Museum facility and Chapel through operation of the Wedding Chapel, courtyard and concessions facility.

This agreement relinquishes the right of the Temecula Valley Museum, Inc. to use the 511- square foot museum gift shop, provides right of first refusal should the City wish to discontinue operations, and continues Temecula Valley Museum Inc.'s use of the courtyard and concessions facility adjacent to the Chapel to hold fundraising events and opportunities. Proceeds from the courtyard and concessions facility will continue to be utilized to offer additional educational opportunities to the public.

**FISCAL IMPACT:** City of Temecula will retain all current inventory and revenues generated, and will be responsible for expenditures to maintain current levels of inventory and staffing. Expenditures have been allocated through the Annual Operating Budget process for Fiscal Year 2018-19.

**ATTACHMENTS:** Agreement