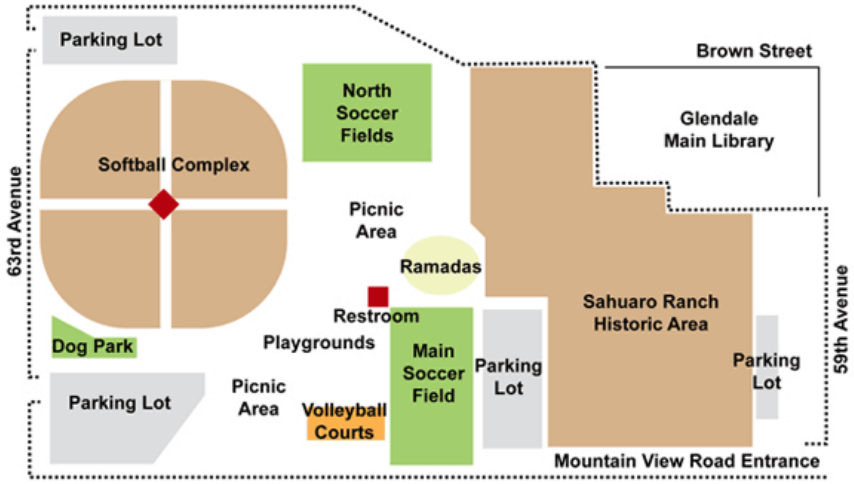
Attachments for GAHS License Agreement at Historic Sahuaro Ranch Park

- Summary of GAHS Background @ Sahuaro Ranch
- City Fact Sheet on Historic Sahuaro Ranch Revenue/Expenses
- September 29, 2016 Historic Preservation Agenda Item
- September 29, 2016 Historic Preservation Commission PowerPoint Presentation
- August 20, 2016 GAHS Retreat Agenda
- Summary of Key Items in License Agreement
- Certificate of Good Standing from Arizona Corporation Commission
- Certification of current 501c3 status from the IRS

Summary of GAHS Background @ Sahuaro Ranch

Sahuaro Ranch Park was purchased by the City of Glendale in 1977. Of the 80 total acres of this public park, approximately 17 acres and 13 original buildings, a rose garden, barnyard and historic orchards are currently registered on the National Register of Historic Places. Located at 9802 N. 59th Avenue, the Sahuaro Ranch Park Historic Area (SRPHA) is open year-round to the public and has become a destination for large cultural events, tours, tractor shows, and wedding ceremonies. It is a destination for families and friends to visit and because of the City and community's effort to preserve its historic significance; the SRPHA is one of the Valley's oldest and most treasured cultural assets.



The SRPHA presently functions under the direction of the Department of Public Facilities, Recreation and Special Events. Although the area is managed directly by a Senior Recreation Coordinator, there is one "on-site," part-time staff who directly manages the facility to ensure all guest expectations are met. The actual routine landscape maintenance is overseen by the Parks Maintenance staff. The City has done so since its acquisition of the property in 1977. Additionally, the non-profit Glendale Arizona Historical Society (GAHS) assists with tours and wedding ceremonies, and currently uses the Guest House as its headquarters. This organization is integral to the cultural and historical operations of the SRPHA. It has the background, resources and knowledge to showcase, preserve and maintain the history and rich culture of SRPHA through site tours and educational seminars. It is important to nurture this relationship as the GAHS has the knowledge and resources to engage guests and visitors so they understand the history Sahuaro Ranch Park Historic Area and enjoy the amenities for years to come.

Outside of a 1995 Memo of Understanding between the City and the unrelated Sahuaro Ranch Foundation that expired June 30, 2006, a search of city records has failed to produce any official documentation indicating a formal relationship between the City and GAHS since that time for either the use of the Guest House building and/or the ability to conduct and collect all Rose Garden wedding revenue. Even so, the GAHS had a sustained presence at the SRPHA for over 30 years.

The 1995 agreement with the Sahuaro Ranch Foundation was established with the hope of having a non-profit operate and maintain the SRPHA at little to no-cost of the City. However after eleven years of operation, the Sahuaro Ranch Foundation indicated that it had been unable to obtain its objective of establishing a true, self-sustaining operation and agreed to close at the end of the operating agreement. When the Foundation ceased its operations, the GAHS continued its presence at the site, without any formal agreement with the property owner – the City of Glendale. The GAHS does not pay the City any rent for the facility, electric or other utility expenses.

In total, the 2015 operating expenses of the GAHS amounted to $35,370.92. The expenditures primarily consist of personnel expenses related to a part-time secretary who meets with prospective clients, generate rental agreements, accept payments, and provide information regarding the facility. Additionally, the expenditures are used to pay a part-time handyman who is used to make minor repairs to the premises.

Sahuaro Ranch Park Historic Area Fact Sheet

Mission: To preserve a historic site for the community to participate in the ongoing development of educational and social experiences that connects Glendale residents and visitors to the past and to each other.

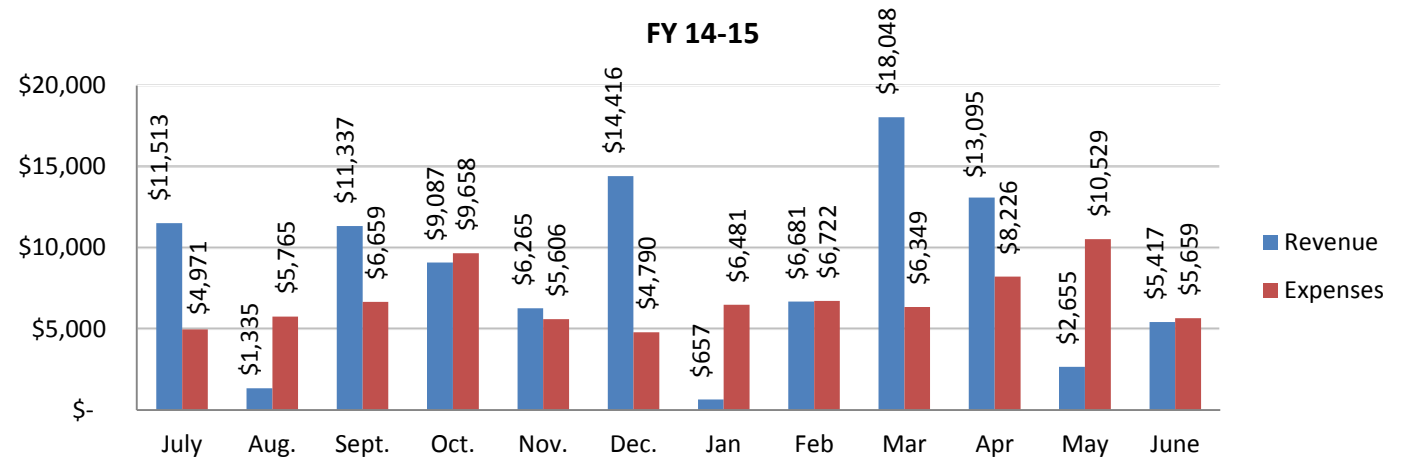
Staffing Level: 0 FTE 6 Temp

Total FY 15-16 Budget: $ 70,341 (14860)

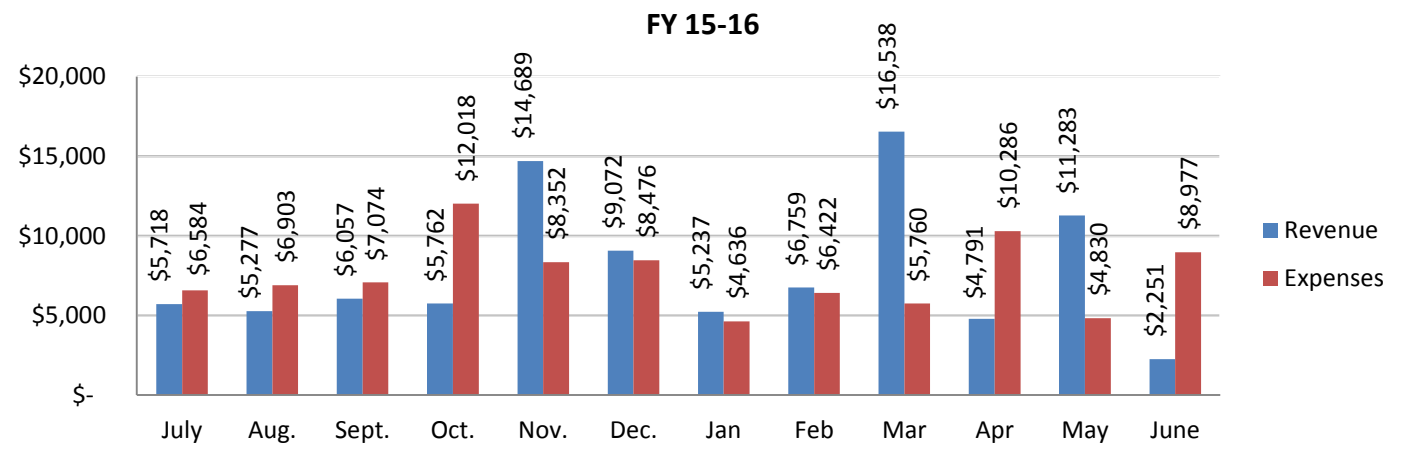
Hours of Operation:
Grounds are open daily from 6 a.m. to sunset.
Main House is open September through May, Thursday - Saturday 10 a.m. – 2 p.m. and Sunday 1 p.m. – 4 p.m.

Key Services Provided:

- Educational programs through Main House tours, site tours, school field trips, etc.
- Rental space for private functions including wedding receptions and birthday parties
- Host multiple large scale events such as the award-winning Glendale Folk and Heritage Festival
- Preservation of the 17-acre site listed in the National Register of Historic Places



Total Revenue: $ 100,506	Total Expenses: $ 81,415	Cost Recovery: 123%



Total Revenue: $93,434	Total Expenses: $90,318	Cost Recovery: 103%

	FY 15-16	FY 14-15	FY 13-14	FY 12-13	FY 11-12
Revenue	$93,434	$100,506	$98,838	$79,862	$51,453
Expenses	$90,318	$81,415	$87,420	$64,492	$61,357

	FY 15-16	FY 14-15	FY 13-14	FY 12-13	FY 11-12
Main House Visitors	4,693	5,450	4,797	4,059	$5,970
Rentals	72	74	68	58	56

Historic Preservation Commission Agenda

THURSDAY, SEPTEMBER 29, 2016
4:00 P.M.
GLENDALE CITY HALL
5850 WEST GLENDALE AVENUE, CONFERENCE ROOM 2A

One or more members of the Historic Preservation Commission may be unable to attend the meeting in person and may participate telephonically, pursuant to A.R.S. § 38-431(4).

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES May 26, 2016

IV. BUSINESS FROM THE FLOOR

V. WITHDRAWALS AND CONTINUANCES

VI. PUBLIC HEARING ITEMS

VII. OTHER BUSINESS

1. **SAHUARO RANCH PARK HISTORIC AREA MASTER PLAN UPDATE**
   The Commission will hear a presentation from the Public Facilities, Recreation and Special Events Department regarding the Master Plan Update for the Sahuaro Ranch Park Historic Area. (Barrel District).

2. **SAHUARO RANCH PARK AND GLENDALE ARIZONA HISTORICAL SOCIETY USE AGREEMENT**
   The Commission will hear a presentation from the Public Facilities, Recreation and Special Events Department regarding the use of the guest house at Sahuaro Ranch Park. (Barrel District).

VIII. STAFF REPORT

IX. COMMISSION COMMENTS AND SUGGESTIONS

X. ADJOURNMENT

NEXT MEETING January 26, 2017

FOR SPECIAL ACCOMMODATIONS

Please contact Diana Figueroa at (623) 930-2808 at least three working days prior to the meeting if you require special accommodations due to a disability. Hearing impaired persons should call (623) 930-2197.

Historic Preservation Staff Report

DATE: September 29, 2016

TO: Historic Preservation Commission **AGENDA ITEM NO: 2**

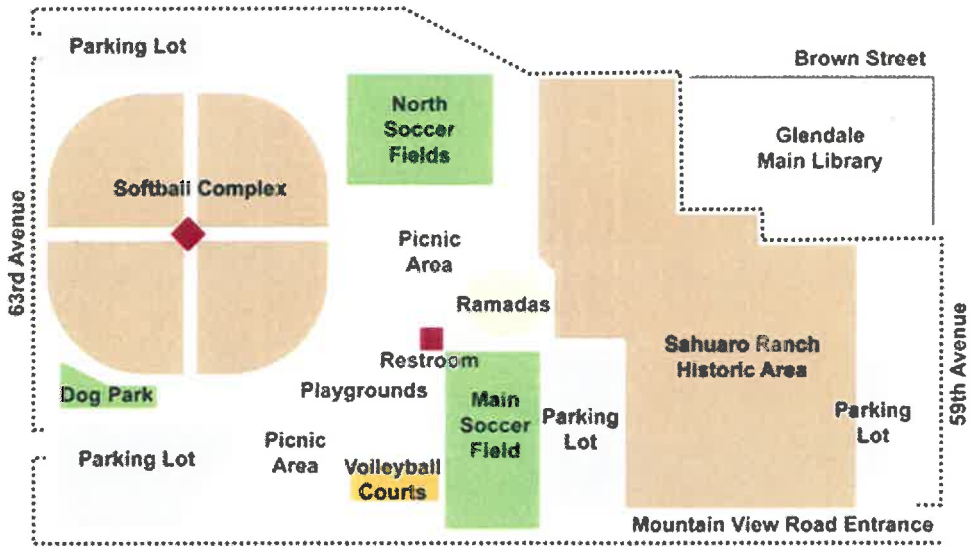
FROM: Erik Strunk, Director
Public Facilities, Recreation and Special Events Department

THROUGH: Jon M. Froke, AICP, Planning Director
Historic Preservation Officer

SUBJECT: **Update on Historic Sahuaro Ranch and Glendale Arizona Historic Society Use Agreement**

DISCUSSION:

The Sahuaro Ranch Park was purchased by the City of Glendale in 1977. Of the 80 total acres of this public park, approximately 17 acres and 13 original buildings, a rose garden, barnyard and historic orchards are currently registered on the National Register of Historic Places. Located at 9802 North 59th Avenue, the Sahuaro Ranch Park Historic Area (SRPHA) is open year-round to the public and has become a destination for large cultural events, tours, tractor shows, and wedding ceremonies. It is a destination for families and friends to visit and because of the City and community's effort to preserve its historic significance; the SRPHA is one of the Valley's oldest and most treasured cultural assets.



The SRPHA presently functions under the direction of the Public Facilities, Recreation and Special Events Department. The area is managed directly by Senior Recreation Coordinator, a part-time, "on-site" staff-member who directly manages the facility to ensure all guest expectations are met, and Parks Maintenance staff to ensure the routine landscape maintenance needs are met. Additionally, the non-profit Glendale Arizona Historic Society (GAHS) assists with tours and wedding ceremonies, and currently uses the Guest House as its headquarters.

As of 2016, the GAHS offices are located in the Guest House of SRPHA, which provides the organization with the ability to plan and coordinate facility tours on-site and to conduct its historic preservation initiatives throughout Glendale. For FY13-14, the non-profit organization coordinated and provided 2700 hours of tours at the ranch at no cost to visitors and guests. The availability of these tours can vary, as the GAHS does rely on an all-volunteer force to conduct the tours. At the same time, the GAHS coordinated 48 wedding ceremonies at the Rose Garden Site as a primary source of funding for its historic preservation efforts.

Recently, the City identified a need to enter into a formal agreement with the GAHS to memorialize its use of the Guest House to ensure its continued presence and efforts to preserve the historical significance of the SRPHA. The City wishes to retain its partnership with the GAHS as it has the background, resources and knowledge to showcase, preserve and maintain the history and rich culture of SRPHA through site tours and educational seminars.

Doing so will allow for a new business plan with the following considerations:

1. A multi-year agreement with the GHS for its continued use of the site.
2. Delineation of specific responsibilities between both parties.
3. A guarantee to ensure a continuation of revenue via weddings in the Rose Garden area
4. Further consolidation of City resources for more efficient SRPHA operations.
5. Solidification of a partnership to ensure the SRPHA continues its primary mission as an educational experience dedicated to profiling the historic significance of ranching and farming as to the origins of Glendale and Arizona.

The purpose of this item is to brief the Historic Preservation Commission on the key elements of a new license use agreement the City hopes to enter into with the GAHS for the continued use of the Guest House at the SRPHA.

RECOMMENDATION:

Staff is seeking feedback and input from the Historic Preservation Commission in preparation of advancing this item to the Council for formal consideration.

REQUIRED ACTION:

Conduct a discussion and review the draft key concepts and provide input to staff.

ATTACHMENTS: Draft Concepts.

PROJECT MANAGER: Erik Strunk, Director
Public Facilities, Recreation and Special Events Department
(623) 930-2728 or Strunk@Glendaleaz.com

REVIEWED BY:

Jon M. Froden
Planning Director

Sam McAllister
Development Services Director

JMF/ES/df

Presentation to Historic Preservation Commission:

Proposed Agreement with Glendale Arizona Historic Society

September 29, 2016

Public Facilities, Recreation and Special Events Department

Overview

- GAHS at Sahuaro Ranch Park since 1980's – no formal agreement w/ City
- 1995 – Sahuaro Ranch Foundation – formal agreement (GAHS permitted to be in Guest House)
- 2006 – Foundation Agreement expired
- GAHS continues operations in Guest House & use of Rose Garden for wedding ceremonies
- Need for formal agreement with City
- GAHS briefed at August 20, 2016 Retreat

Draft Proposal

GAHS would agree to -

- Maintain regular hours of operation
- Allow City use of Guest House for events
- Conduct tours
- Advise on future historic preservation activities
- Host public school visitations
- Maintain all insurance & non-profit status requirements
- Rent the facility from City for $10/year

Draft Proposal

City would agree to –

- Enter in to a five-year contract with GAHS
- Provide on-going maintenance of the historic grounds
- Provide ongoing capital repair efforts of historic structures
- Provide power and cover the cost of utility expenses
- Cross-promote and market the Historic Sahuaro Ranch and the GAHS

Summary

- Plan will allow GAHS to focus on community-based education, preservation efforts throughout the City
- Partnership will enable both City and GAHS to continue preservation of Glendale's history at the Ranch
- City Capital Funds will be used for a preservation fund
- Plan will enable a more seamless guest experience

Next Steps

- HPC to review and discuss
- Awaiting formal approval by GAHS Board
- Formal Council approval date pending

2016 GLENDALE ARIZONA HISTORICAL SOCIETY RETREAT

August 20, 2016 Saturday 9:00 AM – 12:00 PM
Historic Manistee Ranch House 5127 W. Northern Avenue (enter off of 51st Avenue) Glendale, Arizona

Agenda

1. **Sahuaro Ranch User Agreement** 9:00 AM – 9:30 AM 30 minutes

   Presenter: Erik Strunk, Public Facilities, Recreation and Special Events Department Director; City staff Tim Barnard, Mike Gregory, Jon Froke, AICP

   City staff will present a revised user agreement for Board and staff discussion.

2. **Sahuaro Ranch Master Plan and Capital Improvement Program** 9:30 AM – 10:00 AM 30 minutes

   Presenter: Erik Strunk, Public Facilities, Recreation and Special Events Department Director; City Staff Tim Barnard, Mike Gregory and Jon Froke, AICP

   City staff will discuss the upcoming Master Plan and how GAHS can be an active participant. Staff will also discuss the multi-year capital improvement funding to help restore this critical historic resource for the community.

BREAK 10:00 AM – 10: 10 AM 10 minutes

3. **Current Plans and Programs for Sahuaro Ranch**

   Presenter: Paul King, Park Administrator

   City Staff will explain the recent changes made at Sahuaro Ranch, plans and programs for the historic park for the coming year.

4. **Manistee Ranch – Ron Short**

   A. Current and future use of the facility
   B. Long Range future of Manistee Ranch

5. **GAHS Topics for discussion-**

   A. Membership
   B. Weddings
   C. Tours and exhibits
   D. Marketing
   E. Library
   F. Museum
   G. Volunteers
   H. Donations/gifts
   I. Future meeting programs for 2016-2017

6. **Other topics not listed for discussion**

7. **Adjournment**

Refreshments will be served

YOU'ALL COME NOW

Glendale Arizona Historical Society

"preservation of the past"

October 6, 2016

Erik Strunk
Director
Public Facilities, Recreation and Special Events Department
5959 W. Brown Avenue
Glendale, AZ 85302

Dear Erik:

The Glendale Arizona Historical Society Board of Directors met on October 4, 2016 and unanimously approved the attached "Key Terms with Glendale Arizona Historical Society for Pending Agreement" with a few revisions. The Board made changes to the hours of operation section to accommodate the Society's normal schedule. The "Public" was removed from school tours since schools would include private, charter and public schools as well as students from other communities.

Please advise the Board as to progress with the agreement. The Board looks forward in working with you and staff to assure historic Sahuaro Ranch remains as an important asset to the City of Glendale and its residents.

Sincerely,

Ronald N. Short
President

Attachment: Key Terms with Glendale Arizona Historical Society for Pending Agreement

PO Box 5606, Glendale, AZ 85312-5606
623.435.0072 ✵ gahs73@gmail.com ✵ www.glendalearizonahistoricalsociety.org

CITY OF GLENDALE, ARIZONA
KEY TERMS WITH GLENDALE ARIZONA HISTORICAL SOCIETY

- **Term.** The terms of this proposed license agreement will be valid for a five-year period. The agreement will require approval by the Glendale City Council. Once approved, any change to any of the terms will require the approval of the Glendale City Manager and his/her designee.

- **Office.** The Historic Society will be provided dedicated office space as mutually agreed upon. The Guest House at Sahuaro Ranch Historic Area will continue as a public museum. In partnership with the City, GHSA will be considered the "curator of the Historic Guest House Museum. GAHS will pay the City $10/year for this Agreement.

- **License Areas.** Subject to the terms and conditions of the final agreement, the GAHS will be granted a license to use and occupy the Guest House for its clerical functions and for historical purposes and to use and occupy a portion of the rose garden area for weddings and ceremonies. In addition to and together with the License Area, the City will grant a non-exclusive right of access parking spaces, as appropriate.

- **Hours of Operation.** The GAHS agrees to be open to the public, and staffed either with employees or volunteers, in the Guest House, October – May, Monday through Friday 10 a.m. – 2 p.m. and Sunday, 1 p.m. – 3:30 p.m.; June - July, August and September to be determined. Licensee may be open in the Guest House for additional hours, at its discretion.

- **School Tours.** The GAHS will coordinate visits by Glendale schools. These tours are in addition to the above-listed tour hours and must be coordinated with City staff.

- **Insurance.** GAHS, at its expense, will procure and maintain during the term a policy of commercial general liability insurance in an amount required by the City against claims for bodily injury, death and property damage occurring in connection with GAH's use of the Facilities, The policy and insurer shall be acceptable to the City.

- **Non- Profit Status.** The GAHS shall remain in "good standing" with the state of Arizona Corporation Commission and maintain its non-profit status at all times throughout this multi-year agreement.

- **Maintenance.** The GAHS will be responsible for securing all permits and licenses necessary to use the License Areas for Permitted Use, including without limitation any business licenses required by the City of Glendale and/or County of Maricopa, Arizona; and maintaining the License Area in a neat and clean condition including custodial service of the Guest House).

- **Utilities.** The City will make available to GAHS the delivery of electricity, water and sewer services to the License Areas at no cost. However, the City will not be liable, in damages or otherwise, for any discontinuance, failure or interruption of electric, water or sewer service to the License Areas.

- **City In-Kind Services.** The City will provide all necessary maintenance for the historic buildings at SRHA as provided for within the City's annual budget process. The City also agrees to partner with GAHS to promote the historic nature of the SRHA and market its use to prospective clients.

- **Additional Functions.** Any GAHS additional programs of functions outside of agreed upon areas must receive prior City approval.

- **Non-Exclusivity.** The agreement will not prevent the City from exploring additional business and educational models to promote and/or preserve the Historic Sahuaro Ranch Park. This will include events, activities, programs, concerts, rentals, etc. The GAHS will be notified of any such pending activity.

- **Termination.** 90 days notification and with cause (breach of contract)

Search Time:
10/26/2016 9:27:15 AM

File Number:
01106506

Corporation Name:
GLENDALE, ARIZONA HISTORICAL SOCIETY

Corporate Status Inquiry

This Corporation is in Good Standing

This information is provided as a courtesy and does not constitute legally binding information regarding the status of the entity listed above. To obtain an official Certificate indicating that the entity is in good standing click on Print Certificate and follow printing instructions. To re-print a previously generated Certificate of Good Standing click Reprint Certificate.

Print Certificate (/GoodStanding/PrintInstructions?corpId=%2001106506) | Reprint Certificate (/GoodStanding/Reprint?corpId=%2001106506)

Return to Corporate Details (/Details/Corp?corpId=%2001106506)

IRS

Exempt Organizations Select Check

Exempt Organizations Select Check Home

Organizations Eligible to Receive Tax-Deductible Charitable Contributions (8 data) - Search Results

The following list includes tax-exempt organizations that are eligible to receive tax-deductible charitable contributions. Click on the "Deductibility Status" column for an explanation of limitations on the deductibility of contributions made to different types of tax-exempt organizations.

Results are sorted by EIN. To sort results by another category, click on the icon next to the column heading for that category. Clicking on that icon a second time will reverse the sort order. Click on a column heading for an explanation of information in that

76-82 of 82 results

Results Per OK

« Prev | 76-82 | Next »

EIN	Legal Name **(Doing Business As)**	City	State	Country	Deductibility Status
86-6050845	Veterans of Foreign Wars of the United States Dept of A	Glendale	AZ	United States	EO
86-6053588	Gfwc Glendale Womans Club	Glendale	AZ	United States	PC
87-0799132	Akita Advocates Relocation Team Arizona	Glendale	AZ	United States	PC
90-0665693	Arizona Alternative Education Consortium	Glendale	AZ	United States	PC
94-2464030	Beacon Bible Church of Phoenix Arizona	Glendale	AZ	United States	PC
94-2894991	Glendale Arizona Historical Society	Glendale	AZ	United States	PC
95-3733671	Arizona-Nevada Academy of Science	Glendale	AZ	United States	PC

« Prev | 76-82 | Next »

Return to Search