



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 3, 2024

FROM: PARKS, RECREATION AND COMMUNITY WARD: 2
SERVICES DEPARTMENT

SUBJECT: LEASE AGREEMENT WITH FARMWORKERS INSTITUTE OF EDUCATION AND LEADERSHIP DEVELOPMENT, INC. AT CESAR CHAVEZ COMMUNITY CENTER, AT BOBBY BONDS PARK, FROM SEPTEMBER 3, 2024, UNTIL DECEMBER 31, 2024, LEASE REVENUE TOTALING \$2,430.48

ISSUE:

Approve the Lease Agreement of 247 square feet with Farmworkers Institute of Education and Leadership Development, Inc. at the Cesar Chavez Community Center, from September 3, 2024 through December 31, 2024, generating total revenue of \$2,430.48.

RECOMMENDATIONS:

That the City Council:

1. Approve the Lease Agreement from September 3, 2024 through December 31, 2024; and
2. Authorize the City Manager, or his designee, to execute necessary documents to amend the Lease Agreement.

BACKGROUND:

The Farmworkers Institute of Education and Leadership Development, Inc. (FIELD) delivers English as a Second Language and literacy classes to adults over the age of 18 through various partnerships and instructional service agreements. Non-native, English speakers are taught skills needed to improve and integrate their basic reading, writing, listening, and speaking abilities. Grammar, vocabulary, and culturally relevant experiential learning are encouraged and explored.

DISCUSSION:

The Farmworkers Institute of Education and Leadership Development, Inc. (FIELD) currently occupies Room 209 within the Cesar Chavez Community Center. This space is approximately 953

square feet and is governed by a lease agreement effective from January 1, 2024, to December 31, 2024.

FIELD has formally requested an additional classroom to accommodate its ESL classes. This additional space of 247 square feet is located in the Cesar Chavez Community Center at Bobby Bonds Park, located at 2060 University Avenue. For reference FIELD will relocate during the Cesar Chavez Community Center renovation.

The City of Riverside allocates properties to various non-profit organizations and associations that operate programs beneficial to the community. Other entities currently based within the Cesar Chavez Community Center include the Riverside Unified School District and the Riverside County Office of Education's Come Back Kids program.

The Parks, Recreation and Community Services Department would like to lease an additional classroom to FIELD and enter into a new agreement. It has been determined that the agreement with FIELD will benefit Riverside residents through the literacy services provided by the agency.

STRATEGIC PLAN ALIGNMENT:

Lease agreements with non-profits contribute to goal 2.5 of the strategic plan by creating a partnership that contributes to the community's social service needs. The FIELD Lease Agreement also contributes to strategic goal 1.1 and 1.5 fostering a partnership that creates lifelong learning opportunities and literacy programs.

It also aligns with each of the Cross-Cutting Threads as follows:

1. **Community Trust** – FIELD's programming benefits adult non-native English speakers develop English and literacy skills.
2. **Equity** – Services focus on an underserved population, making English and Literacy Classes more accessible to the community.
3. **Fiscal Responsibility** – Lease Agreement generates rental income for the City assisting in offsetting costs for facility maintenance and lease administration.
4. **Innovation** – Lease agreements with non-profits assist the City in providing social services to address the community's needs.
5. **Sustainability & Resiliency** – Non-profits continue to ensure the needs of the community are met. By partnering with non-profits through lease agreements the City of Riverside ensures social service needs will continue to be met.

FISCAL IMPACT:

The total fiscal impact of this action is revenue in the amount of \$2,430.48 for the term of this lease which ends on December 31, 2024. Revenue will be deposited in the General Fund, Parks & Recreation-Recreation, Land and Building Rental revenue account number 5205000-373100.

Prepared by: Stephanie Gallegos, Recreation Supervisor
Approved by: Pamela M. Galera, Parks, Recreation and Community Services Director
Certified as to
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Jack Liu, Interim City Attorney

Attachment: Lease Agreement