



*City of Arts & Innovation*

# City Council Memorandum

.....

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: SEPTEMBER 20, 2022**

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

**SUBJECT: FIRST AMENDMENT TO THE LEASE AGREEMENT WITH INLAND EMPIRE  
LATINO LAWYERS, INC. TO LEASE 694 SQUARE FEET AT CESAR CHAVEZ  
COMMUNITY CENTER AT BOBBY BONDS PARK FOR THE TERM OF  
SEPTEMBER 1, 2022, THROUGH AUGUST 31, 2023, WITH A TOTAL LEASE  
REVENUE OF \$7,345.32**

**ISSUE:**

Approve a one-year Lease Agreement with four one-year options to extend with Inland Empire Latino Lawyers, Inc. to lease 694 square feet at Cesar Chavez Community Center at Bobby Bonds Park from September 1, 2022, through August 31, 2023, generating a total revenue amount of \$7,345.32.

**RECOMMENDATIONS:**

That the City Council:

1. Approve the First Amendment to the Lease Agreement with Inland Empire Latino Lawyers, Inc. for a one-year term from September 1, 2022, through August 31, 2023; and,
2. Authorize the City Manager, or his designee, to execute the amended agreement, including making minor and non-substantive changes and execution of all term extensions.

**BACKGROUND:**

On November 2, 2021, City Council approved a Lease Agreement with four one-year options to extend with Inland Empire Latino Lawyers, Inc. allowing the lease of an additional 694 square feet of office space, Room 116, at the Cesar Chavez Community Center located within Bobby Bonds Park at 2060 University Avenue.

Inland Empire Latino Lawyers, Inc. requested to extend their lease agreement, entering into the first amendment to the Lease Agreement, for the term of September 1, 2022, through August 31, 2023.

## **DISCUSSION:**

Inland Empire Latino Lawyers, Inc. are one of several tenants at Cesar Chavez Community Center, providing free services benefitting Riverside residents.

Specifically, each Wednesday, Inland Empire Latino Lawyers, Inc. provides clinics to Riverside residents which include the following services:

1. Civil Law – unlawful evictions, wage garnishments.
2. Legal Aid – volunteer attorneys.
3. Expungements – reopen criminal cases, dismisses, and sets aside the conviction, and recloses the case without a conviction.
4. Domestic Violence – assistance with domestic violence, elder or child abuse.
5. Family Law – assistance with protection orders, dissolution of marriage, paternity matters, child custody and visitation disputes; and
6. One Step Further Program – provides legal services to qualifying parents under the age of 19, who are currently enrolled in school.

The Parks, Recreation and Community Services Department confirms the services provided by Inland Empire Latino Lawyers, Inc. benefits the Riverside community, and the Department is agreeable to expanding the area leased at Cesar Chavez Community Center.

## **STRATEGIC PLAN ALIGNMENT:**

The lease agreement with Inland Empire Latino Lawyers, Inc. contributes to **Strategic Priority 2 – Community Well Being**, which aims ensure safe and inclusive neighborhoods where everyone can thrive.

Lease agreements with non-profits who provide social services to the community contribute to **Goal 2.5** of the strategic plan by *“Foster relationships between community members, partner organizations and safety professionals to define, prioritize, and address community safety and social service needs”*

The item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Inland Empire Latino Lawyers, Inc. provides low income and free legal support that addresses social service needs of the community.
2. **Equity** – Low income and free legal services promote equity and accessibility to low-income communities. The Cesar Chavez Community Center is accessible to many residents who require the services Inland Empire Latino Lawyers provide.
3. **Fiscal Responsibility** – Lease agreements generate rental income for the City, assisting in offsetting costs for facility maintenance and lease administration.
4. **Innovation** – Lease agreements with non-profit organizations assist the City in providing social services to address the community’s needs. The recent pandemic has displayed the benefits of partnerships between City and non-profit groups, and how essential they are to assisting to address community needs.

5. **Sustainability & Resiliency** – Non-profit organizations continue to ensure that the needs of the community are met. By partnering with non-profit organizations through lease agreements, the City of Riverside ensures that social service needs will continue to be met.

**FISCAL IMPACT:**

The total fiscal impact of this action is \$38,654.64 over the life of the agreement, including renewal options. The agreement for the term of September 1, 2022, through August 31, 2023, will generate revenue for the General Fund in the amount of \$7,345.32 that will be deposited into the General Fund, Land and Building Rental Revenue Account No. 5205000-373100. Total revenue generated from the original agreement and each extension will total \$38,654.64 and outlined in the chart below:

<b>Term</b>	<b>Monthly Revenue</b>	<b>Annual Revenue</b>
September 1, 2021 – August 31, 2022	\$582.96	\$6,995.52
September 1, 2022 – August 31, 2023	\$612.11	\$7,345.32
September 1, 2023 – August 31, 2024	\$642.71	\$7,712.52
September 1, 2024 – August 31, 2025	\$674.85	\$8,098.20
September 1, 2025 – August 31, 2026	\$708.59	\$8,503.08
<b>Grand Total</b>		<b>\$38,654.64</b>

Prepared by: Pamela M. Galera, Parks, Recreation and Community Services Director  
 Certified as to availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/Treasurer  
 Approved by: Kris Martinez, Assistant City Manager  
 Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Lease Agreement