



City of Arts & Innovation

City Council Memorandum

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TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 14, 2023

FROM: PARKS, RECREATION AND COMMUNITY WARD: 1
SERVICES DEPARTMENT

SUBJECT: AMENDMENT TO THE LEASE AGREEMENT WITH INLAND EMPIRE LATINO LAWYERS, INC. TO LEASE 555 SQUARE FEET AT CESAR CHAVEZ COMMUNITY CENTER AT BOBBY BONDS PARK; FOR THE TERM OF SEPTEMBER 18, 2023, THROUGH SEPTEMBER 17, 2024, FOR A TOTAL LEASE REVENUE OF \$7,712.52

ISSUE:

Approve the Amendment to the Lease Agreement with Inland Empire Latino Lawyers, Inc. to lease 555 square feet at Cesar Chavez Community Center at Bobby Bonds Park from September 18, 2023, through September 17, 2024, generating monthly revenue of \$642.71 and total annual revenue of \$7,712.52.

RECOMMENDATIONS:

That the City Council:

1. Approve the Amendment to the Lease Agreement with Inland Empire Latino Lawyers, Inc. for a one-year term from September 18, 2023, through September 17, 2024, generating total annual revenue of \$7,712.52; and,
2. Authorize the City Manager, or his designee, to execute necessary documents for the Second Amendment to the Lease Agreement with Inland Empire Latino Lawyers, Inc.

BACKGROUND:

On September 18, 2020, City Council approved a three-year Lease Agreement with two additional one-year options to extend with Inland Empire Latino Lawyers, Inc. The lease allowed an additional 555 square feet of office space, Room 113, at the Cesar Chavez Community Center located within Bobby Bonds Park at 2060 University Avenue.

Inland Empire Latino Lawyers, Inc. requested to exercise their option to amend its Lease Agreement, extending the term to September 18, 2023, through September 17, 2024.

DISCUSSION:

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

Specifically, Inland Empire Latino Lawyers, Inc. holds clinics for Riverside residents every Wednesday, providing 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, elderly, 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. benefit 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 to 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: *“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 to the community.
2. **Equity** – Low-income and free legal services promote equity and accessibility for underserved communities. The Cesar Chavez Community Center is accessible to many residents in need of the services provided by Inland Empire Latino Lawyers.
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. The recent pandemic has highlighted the benefits of partnerships between the City and non-profits and how essential they are in addressing community 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 for the one-year term of this agreement (September 18, 2023 - September 17, 2024) is \$7,712.52, which will be deposited into the General Fund, Parks, Land and Building Rental Revenue Account No. 5205000-373100.

Prepared 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:	Phaedra A. Norton, City Attorney

Attachment:	Lease Agreement
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