



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 2, 2021

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

SUBJECT: LEASE AGREEMENT WITH INLAND EMPIRE LATINO LAWYERS, INC. FOR A ONE-YEAR TERM, WITH FOUR ONE-YEAR OPTIONS TO EXTEND, FOR LEASE OF 694 SQUARE FEET AT CESAR CHAVEZ COMMUNITY CENTER AT BOBBY BONDS PARK FOR THE TERM OF SEPTEMBER 1, 2021, THROUGH AUGUST 31, 2022 WITH A TOTAL LEASE REVENUE OF \$6,995.52

ISSUE:

Approve a one-year Lease Agreement with Inland Empire Latino Lawyers, Inc., with four one-year options to extend, for lease of 694 square feet at Cesar Chavez Community Center at Bobby Bonds Park from September 1, 2021, through August 31, 2022, generating a total revenue of \$6,995.52.

RECOMMENDATIONS:

That the City Council:

1. Approve the Lease Agreement with Inland Empire Latino Lawyers, Inc. for a one-year term from September 1, 2021, through August 31, 2022, with four one-year options to extend; and
2. Authorize the City Manager, or his designee, to execute necessary documents for the Lease Agreement with Inland Empire Latino Lawyers, Inc., including making minor and non-substantive changes and term extensions.

BACKGROUND:

On September 18, 2012, City Council approved a Lease Agreement with Inland Empire Latino Lawyers, Inc. allowing the lease of 555 square feet (Room 113) of office space at the Cesar Chavez Community Center located within Bobby Bonds Park at 2060 University Avenue, for \$3,929.40 annually. Inland Empire Latino Lawyers, Inc., a long-time tenant, continues to lease room 113 and expressed an interest in expanding their office space.

Additional space of 694 square feet, Room 116, at Cesar Chavez Community Center will be leased to Inland Empire Latino Lawyers, Inc.

DISCUSSION:

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

Specifically, each Wednesday, Inland Empire Latino Lawyers, Inc. offers 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. directly benefits the Riverside community, and the Department is agreeable to expanding the area leased at Cesar Chavez Community Center.

STRATEGIC PLAN ALIGNMENT:

Lease agreements with non-profit organizations contribute to **Strategic Priority 2 – Community Well-Being** and specifically **Goal 2.5** by creating a partnership that contributes to the communities' social service needs.

This item aligns with EACH of the Cross-Cutting Threads as follows:

1. **Community Trust** – Inland Empire Latino Lawyers, Inc. provides free legal support that addresses social service needs of the community.
2. **Equity** – 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 Lawyer's provide.
3. **Fiscal Responsibility** – The lease agreement generates rental income for the City assisting in offsetting costs for facility maintenance and lease administration.
4. **Innovation** – Lease agreements with non-profit organizations assists the City in providing social services to address the community's needs. The recent pandemic has displayed the benefits of partnerships between the City and non-profit organizations and how essential they are to addressing 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 \$6,995.52. Total Revenue generated with future amendments will total \$38,654.64. The annual revenue generated is outlined in the table below. All funds will be deposited into the General Fund, Land and Building Rental Revenue Account No. 5205000-373100.

| | Monthly Revenue | Annual Revenue |
|-------------------------------------|-----------------|--------------------|
| 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 |
| Grand Total | | \$38,654.64 |

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

Attachment: Lease Agreement