



# AGENDA REPORT

Economic Development

<b>DATE:</b>	April 15, 2025
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Nannette Beacham, Economic Development Director Craig Murray, Development Project Manager II
<b>Subject:</b>	District Office Lease Agreement with U.S. Congress Member John Garamendi's Office
<b>FINANCIAL IMPACT:</b>	Per the lease terms, the United States House of Representatives will pay the City \$13,689 per year, for a total of \$27,378 for the two-year term of the lease. (01917090-362801)
<b>PREVIOUS COUNCIL ACTION:</b>	December 6, 2022
<b>STATEMENT OF THE ISSUE:</b>	Congressman John Garamendi requested that the City of Richmond consider leasing approximately 845 square feet of one office, four cubicles, and a conference room at 440 Civic Center Plaza as his Congressional District Office. City staff is requesting approval of a standard United States House of Representative's District Office lease agreement for this purpose .
<b>RECOMMENDED ACTION:</b>	APPROVE a lease with United States House of Representatives to allow Congressman John Garamendi to utilize approximately 845 square feet of office space, four cubicles, and a conference room on the second floor of 440 Civic Center Plaza as his Congressional District Office, at a rate of \$1,140.75 per month (\$13,689 per year), for a two-year term from January 3, 2025, through January 2, 2027 – Economic Development (Craig Murray

	510-307-8188). <b>This item was continued from the March 25, 2025, meeting.</b>
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**DISCUSSION:**

On December 6, 2022, City Council approved a two-year lease with U.S. Congressman John Garamendi for office space within the 440 Civic Center Plaza building and in space previously occupied by Congressman DeSaulnier (Attachment 1).

Congressman Garamendi has again requested the opportunity to lease approximately 845 square feet of the same office space (Attachment 2). This space serves as an excellent, central location from which to connect with the Richmond community and serves the West County area. The Congressman’s staff would utilize space on the second floor of 440 Civic Center Plaza, adjacent to the reception area. The space includes one office space, four cubicles, conversion of one of the conference rooms for office space, and shared use of conference and break rooms.

Under the lease, the Congressman would pay rent of \$1,140.75 per month (\$1.35 per square foot) for a total of \$13,689 annually. The term would be consistent with the two-year Congressional term of office. The base rent was originally calculated by staff researching similar office space rates in the City of Richmond on the commercial real estate marketplace website Loopnet. At the time of an updated lease, available rental locations were not comparable of quality and lease rates. City staff determined that the previous rental rate of \$1.35 per square foot remains fair market value and supports this base rent rate.

**DOCUMENTS ATTACHED:**

Attachment 1 – Original Lease between the City of Richmond and United States House of Representatives

Attachment 2 –PROPOSED Lease between the City of Richmond and United States House of Representatives