



# AGENDA REPORT

Economic Development

<b>DATE:</b>	August 19, 2025
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Nannette Beacham, Economic Development Director Craig K. Murray, Development Project Manager II
<b>SUBJECT:</b>	Lease Agreement Ratification for State Senator Jesse Arreguin District Office Space
<b>FINANCIAL IMPACT:</b>	The City of Richmond would receive monthly rent payments in the amount of \$508.95 for term of 53 months and total rent payment of \$26,974.35.
<b>PREVIOUS COUNCIL ACTION:</b>	None.
<b>STATEMENT OF THE ISSUE:</b>	City staff is requesting authorization to approve a lease between the Senate Rules Committee of California and the City of Richmond for an Office Space Lease to establish an Office for State Senator Jesse Arreguin within the 440 Civic Center Plaza Building with a lease term from July 1, 2025, ending on November 30, 2025, and rent of \$508.95 per month.
<b>RECOMMENDED ACTION:</b>	RATIFY and APPROVE a lease with the Senate Rules Committee of California to allow Senator Jesse Arreguin to utilize approximately 377 square feet of office space of 440 Civic Center Plaza as his Senatorial District office, at a rate of \$508.95 per month (\$6,107.40 per year), for a beginning July 1, 2025, through November 30, 2029, and AUTHORIZE the City Manager to execute the agreement – Economic Development (Craig Murray 510-307-8188).

## **DISCUSSION:**

City of Richmond City Manager's Office staff was first contacted by staff from State Senator Jesse Arreguin Office earlier this year with an interest in establishing an office within the Richmond Civic Center Campus. Real Estate Division staff met with Senator Arreguin's staff and toured possible locations of the desired size and location within the Campus Office Buildings. It was concluded that the former Richmond Redevelopment Agency Conference Room, called the Downtown Conference Room, located on the second floor of the 440 Civic Center Plaza building (440 Building) would best meet the needs of the State Senator's Office staff. The Senator's staff seeks an office with public conference space, staff break areas, a large lunchroom, building security, a public-serving lobby, a front reception desk, available parking and proximity to a United States Congressional Representative's Office. City staff from Public Works and Economic Development also emphasized that the reuse of this Conference Room space could be readied quickly without significant time and costs of constructing additional walls and office infrastructure.

In April 2025, City Real Estate Division staff commenced working with Ms. Toni Brenner, the Deputy Secretary for Facilities and Information Technology, Senate Rules Committee in Sacramento to prepare a lease for State Senator Jesse Arreguin office in the 440 Building. City and State Senator staff conducted several follow-up field meetings and discussed details relating to the Campus as well as reuse of the former Downtown Conference Room on the second floor of the 440 Building.

The Downtown Conference Room's use was principally used by both Rent Control for scheduled hearings and Richmond Promise for staff meetings. City Real Estate Division staff ultimately conducted several meetings with other floor occupants including Congressman Garamendi's Office, Rent Control Board staff, and Richmond Promise. These discussions included developing an awareness of each program's clients, security measures, and how to work together to ensure safety in serving the public. Rent Control and Richmond Promise were introduced to City Hall 450 Civic Center Plaza method of reserving various open conference and public meeting rooms within the 440 Building as well as within the Campus. Public Works Department is currently updating the Conference and Public Room Inventory and Contact List to schedule open rooms.

Consequently, City staff is requesting ratification and approval of a lease with the Senate Rules Committee of California to allow Senator Jesse Arreguin to utilize approximately 377 square feet of office space of 440 Civic Center Plaza as his Senatorial District office, at a rate of \$508.95 per month (\$6,107.40 per year), for a 53-month term from July 1, 2025, through November 30, 2029.

## **DOCUMENTS ATTACHED:**

Attachment 1 – Senate, California Legislature Lease - Senator Jesse Arreguin Lease  
Attachment 2 – Site Plan