

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.11
(ID # 29971)

MEETING DATE:
Tuesday, March 10, 2026

FROM : OFFICE OF ECONOMIC DEVELOPMENT

SUBJECT: OFFICE OF ECONOMIC DEVELOPMENT: In-Principle Approval for Lease of New Space for the Riverside County Office of Economic Development in the Coachella Valley. District 4 [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize Facilities Management – Real Estate (FM-RE) to identify suitable office space for lease of up to 2,000 square feet to support the Office of Economic Development Small Business Development Center operations, including locating existing buildings that may be suitable for this requirement, and to negotiate and prepare the necessary documents for the Director of Facilities Management to sign for a lease of such space.

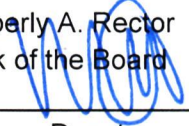
ACTION:Policy


Suzanne Holland, Director of Office of Economic Development 2/24/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Medina, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: March 10, 2026
xc: OED, FM-RE

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: Economic Development Funds 526700-21100-1901000000			Budget Adjustment:	No
			For Fiscal Year:	25/26

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Office of Economic Development (OED) currently occupies approximately 765 square feet of office space at 44199 Monroe St in Indio, California. The current facility no longer meets the needs of OED and the Department seeks to find more suitable space to provide economic development activities and Small Business Development Center (SBDC) services to the community.

This item will authorize a property search by Facilities Management – Real Estate Division (FM-RE) to locate new leased office space for OED. Potential new properties for consideration should be between 1,500 and 2,000 square feet and will consider future growth of the SBDC in the Coachella Valley. An eventual lease agreement will be negotiated, and the Director of Facilities Management will sign the lease agreement.

Impact on Residents and Businesses

OED’s continued presence in the Coachella Valley will provide a positive impact to the community through continued operations of the SBDC.

Additional Fiscal Information

Approval of the In-Principle request does not require any additional funding at this time.

Contract History and Price Reasonableness

FM-RE will negotiate on behalf of OED to ensure optimal lease terms.

ATTACHMENT.

Facilities Management Endorsement


 Aaron Gettis, Chief Deputy County Counsel 3/3/2026



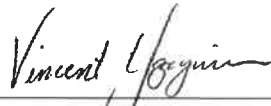
ENDORSEMENT

Riverside County Office of Economic Development Leased Space in the Coachella Valley

County of Riverside, Facilities Management concurs with this request from the Riverside County Office of Economic Development requesting office space for lease between 1,500-2,000 square feet in the Coachella Valley. There is currently no County owned space available meeting this requirement.

The information listed below summarizes the requirements provided by Riverside County Office of Economic Development.

Lead Time:	Approximately 6-12 months
Square Footage:	1,500-2,000sf.
Term:	Five Years
Utilities:	Provided by Landlord, except electricity
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	To be determined and negotiated.
RCIT Costs:	To be determined.
Services:	County pays for telephone, and electricity, Landlord will provide all other services.

By: 
Vincent Yzaguirre
Director of Facilities Management

JC:ss/02262026/456ED/40.357

Facilities Management

3450 14th Street, Suite 200
Riverside CA 92501
Main Line: 951.955.3345 Fax: 951.955.4828
Facilities Emergency 24-Hour Line: 951.955.4850

Project Management Office
Maintenance & Custodial
Real Estate & Parking
Administration
Energy