

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



ITEM: 3.3
(ID # 30437)

MEETING DATE:
Tuesday, May 12, 2026

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT - REAL ESTATE (FM-RE): Approval of First Amendment to lease between County of Riverside and Dunbar Summit, LLC, a California Limited Liability Company located at 2038 Iowa Ave, Suite B-102, Riverside, CA 92507; Environmental Quality Act (CEQA) Exempt pursuant to State CEQA Guidelines Section 15301 and 15061(b)(3); District 1. [Total Cost \$28,000 -100% Registrar of Voters General Fund 10000] (Clerk to file Notice of Exemption)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) Pursuant to State CEQA Guidelines Section 15301, Class 1 - Existing Facilities Exemption and Section 15061(b)(3), "Common Sense" Exemption;
2. Approve the attached First Amendment to Lease with Dunbar Summit, LLC, a California Limited Liability Company, and authorize the Chair of the Board to execute the same on behalf of the County;
3. Authorize the Director of Facilities Management, or designee, to execute any other documents and administer all actions necessary to complete this transaction; and
4. Direct the Clerk of the Board to file the Notice of Exemption with the County Clerk and the State Clearinghouse within five (5) working days of approval by the Board.

ACTION: Policy

Vincent Yzaguirre
Vincent Yzaguirre

4/30/2026

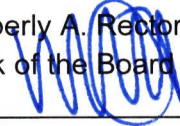
Matthew Ceballos
Matthew Ceballos, CHP DEP REGISTRAR OF VOTERS

5/1/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez 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: May 12, 2026
xc: FM-RE, ROV, Recorder, State Clearinghouse

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	\$28,000	\$0	\$28,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Registrar of Voters General Fund 10000			Budget Adjustment: No	
			For Fiscal Year: FY2025/26	

C.E.O. RECOMMENDATION: [CEO use]

BACKGROUND:

Summary

The Riverside County Registrar of Voters (ROV) requires space for the purpose of holding training sessions to prepare election workers for the June 2, 2026, Statewide Direct Primary Election. This First Amendment to the Lease (First Amendment) will allow the Registrar of Voters to continue to use this 28,800 square foot office facility, leased through Dunbar Summit, LLC, a California Liability Company. The leased facility is located at 2038 Iowa Ave, Suite B-102, Riverside and the lease will provide for a one-month occupancy by ROV and from April 27, 2026, to May 23, 2026.

Through delegated authority, the Lessor and the County entered into a Lease Agreement dated April 22, 2026 (Original Lease), pursuant to which the County agreed to lease from the Lessor the building located at 2038 Iowa Ave, Suite B-102, Riverside.

The County is now executing a First Amendment to the Original Lease to revise the rent. The amendment adds an additional rent component for parking, utilities, custodial and maintenance costs, resulting in a total rent amount of \$28,000, and which requires Board approval. This amount has been determined to be fair and reasonable based on current market conditions in the area.

Pursuant to the California Environmental Quality Act (CEQA), the First Amendment to Lease was reviewed and determined to be categorically exempt from CEQA under State Guidelines Section 15301, Class 1 - Existing Facilities Exemption and Section 15061(b)(3), "Common Sense" Exemption. The proposed project, First Amendment to Lease Agreement, is the letting of property involving existing facilities.

The terms of the First Amendment to Lease are as follows:

Location: 2038 Iowa Ave, Suite B-102, Riverside, CA 92507

Lessor: Dunbar Summit, LLC
17151 Newhope Street, Suite 209
Fountain Valley, CA 92708

Lessee: County of Riverside, on behalf of its
Registrar of Voters

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

Rent: \$28,000

Term: April 27, 2026, to May 23, 2026

The attached First Amendment to Lease Agreement has been reviewed and approved by County Counsel as to the legal form.

Impact on Residents and Businesses

The activities of the Registrar of Voters to support the June 2, 2026, Statewide Direct Primary Election are necessary to provide appropriately trained and prepared staff to support a successful election cycle.

Attachments:

- First Amendment to Lease
- Notice of Exemption
- Aerial



Aaron Gettis, Chief Deputy County Counsel 5/4/2026



Peter Aldana
Riverside County
Assessor-County Clerk-Recorder
2724 Gateway Drive
Riverside, CA 92507
(951) 486-7000
www.rivcoacr.org

Receipt: 26-143284

Product	Name	Extended
FISH	CLERK FISH AND GAME FILINGS	\$50.00
	# Pages	2
	Document #	E-202600402
	Filing Type	7
	State Fee Prev Charged	false
	No Charge Clerk Fee	false
	F&G Notice of Exemption Fee	\$50.00
Total		\$50.00
Tender (On Account)		\$50.00
Account#	CEQARIVCOFM	
Account Name	CEQARIVCOFM - RIVERSIDE COUNTY FACILITIES MANAGEMENT	
Balance	\$8,387.75	

5/13/26, 12:07 PM PST
Gateway Clerk



State of California - Department of Fish and Wildlife
2026 ENVIRONMENTAL DOCUMENT FILING FEE CASH RECEIPT
 DFW 753.5a (REV. 01/01/26) Previously DFG 753.5a

RECEIPT NUMBER: 26-143284
STATE CLEARINGHOUSE NUMBER (If applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY RIVERSIDE COUNTY FACILITIES MANAGEMENT	LEAD AGENCY EMAIL MSULLIVAN@RIVCO.ORG	DATE 05/13/2026
COUNTY/STATE AGENCY OF FILING RIVERSIDE		DOCUMENT NUMBER E-202600402

PROJECT TITLE
 APPROVAL OF FIRST AMENDMENT TO LEASE AGREEMENT WITH DUNBAR SUMMIT, LLC, FOR
 2038 IOWA AVENUE, RIVERSIDE

PROJECT APPLICANT NAME RIVERSIDE COUNTY FACILITIES MANAGEMENT	PROJECT APPLICANT EMAIL MSULLIVAN@RIVCO.ORG	PHONE NUMBER (951) 955-8009
PROJECT APPLICANT ADDRESS 3450 14TH STREET,	CITY RIVERSIDE	STATE CA
		ZIP CODE 92501

PROJECT APPLICANT (Check appropriate box)

Local Public Agency School District Other Special District State Agency Private Entity

CHECK APPLICABLE FEES:

- Environmental Impact Report (EIR) \$4,227.50 \$ _____
- Mitigated/Negative Declaration (MND)(ND) \$3,043.75 \$ _____
- Certified Regulatory Program (CRP) document - payment due directly to CDFW \$1,437.25 \$ _____

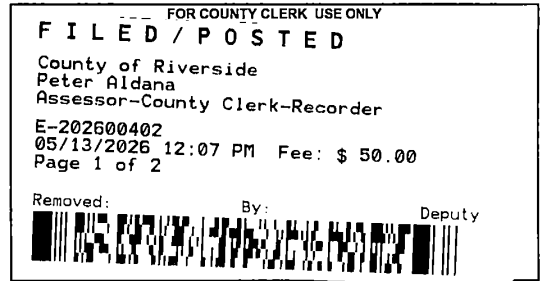
- Exempt from fee
 - Notice of Exemption (attach)
 - CDFW No Effect Determination (attach)
- Fee previously paid (attach previously issued cash receipt copy)

- Water Right Application or Petition Fee (State Water Resources Control Board only) \$850.00 \$ _____
- County documentary handling fee \$ _____ \$50.00
- Other \$ _____

PAYMENT METHOD:

- Cash Credit- Check Other
- TOTAL RECEIVED \$ _____ \$50.00

SIGNATURE X	AGENCY OF FILING PRINTED NAME AND TITLE Deputy Adrienne Ribac
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NOTICE OF EXEMPTION

April 29, 2026

Project Name: Approval of First Amendment to Lease Agreement with Dunbar Summit, LLC, for 2038 Iowa Avenue, Riverside

Project Number: FM042611060000

Project Location: 2038 Iowa Avenue, Suite B-102, north of Spruce Street, Riverside, California, 92507, Assessor's Parcel Number (APN) 249-140-030

Description of Project: The Riverside County Registrar of Voters (ROV) requires space for the purpose of holding training sessions to prepare election workers for June 2, 2026, Statewide Direct Primary Election. Dunbar Summit, LLC, a California Liability Company ("Lessor") and County entered into a Lease dated April 22, 2026 ("Original Lease"), pursuant to which County has agreed to lease from Lessor that certain building located at 2038 Iowa Ave, Suite B-102, Riverside California, 92507 for a one-month period from April 27, 2026, to May 23, 2026.

The County hereby desires to amend the Original Lease with this First Amendment to Lease ("First Amendment") for the sole purpose of modifying rent amount set forth therein. Section 4 of the Lease is hereby amended to expressly include the additional cost consisting of overhead charges in the total amount of Twenty-Eight Thousand Dollars (\$28,000), which shall be deemed Additional charges for all purposes under the Lease. The First Amendment to the Lease Agreement for the use of space for election worker training is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the site will result in the continued use of an existing facility. The Project will not result in a substantial increase in capacity or the intensity of the use. No additional direct or indirect physical environmental impacts are anticipated.

Name of Public Agency Approving Project: Riverside County

Name of Person or Agency Carrying Out Project: Riverside County Facilities Management

Exempt Status: State CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption; Section 15061(b) (3), "Common Sense" Exemption. Codified under California Code of Regulations Title 14, Article 5, Section 15061.

Reasons Why Project is Exempt: The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. The project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The project will not cause an impact to an environmental resource of hazardous or critical concern nor would the project involve unusual circumstances that could potentially have a significant effect on the environment. The project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the First Amendment to the Lease Agreement, permitting continued use of an existing facility.

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FIRST AMENDMENT TO LEASE AGREEMENT
County of Riverside and Dunbar Summit, LLC
2038 Iowa Ave, Suite B-102, Riverside, California

This **FIRST AMENDMENT TO LEASE** ("First Amendment") dated as of MAY 12 2026, is entered by and between the **COUNTY OF RIVERSIDE**, a political subdivision of the State of California, ("County") and **Dunbar Summit, LLC**, a California limited liability company, hereinafter referred to as the "Lease."

RECITALS

a. Lessor and County entered into a Lease dated April 22, 2026 ("Original Lease"), pursuant to which County has agreed to lease from Lessor that certain building located at 2038 Iowa Ave, Suite B-102, Riverside California, as shown on the attached Exhibit "A" (the "Premises").

b. The Original Lease dated April 22, 2026 ("Original Lease") together with this First Amendment, shall be collectively referred to as the "Lease."

c. The parties hereby desire to amend the Lease for the purpose of modifying the rent amount set forth therein.

NOW THEREFORE, for good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. **RENT.** Section 4 of the Lease is hereby amended to expressly include the additional cost consisting of overhead charges in the total amount of Twenty-Eight Thousand Dollars (\$28,000.00), which shall be deemed Additional charges for all purposes under the Lease.

2. **FIRST AMENDMENT TO PREVAIL.** The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Lease. Any capitalized terms shall have the meaning defined in the Lease, unless defined herein or context requires otherwise.

1 3. **MISCELLANEOUS.** Except as amended or modified herein, all the terms of
2 the Original Lease shall remain in full force and effect and shall apply with the same force and
3 effect. Time is of the essence in this First Amendment and the Lease and each and all of their
4 respective provisions. Subject to the provision of the Lease as to assignment, the agreement,
5 conditions and provisions herein contained shall apply to and bind the heirs, executors,
6 administrators, successors and assigns of the parties hereto. If any provision of this First
7 Amendment or the Lease shall be determined to be illegal or unenforceable, such
8 determination shall not affect any other provision of the Lease and all such other provisions
9 shall remain in full force and effect. The language in all parts of the Lease shall be construed
10 according to its normal and usual meaning and not strictly for or against either Lessor or
11 County. Neither this First Amendment, nor the Original Lease, nor any notice nor
12 memorandum regarding the terms hereof, shall be recorded by Lease.

13 (Remainder of Page Intentionally Left Blank)

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4. **EFFECTIVE DATE.** This First Amendment to Lease shall not be binding or consummated until its approval by the Riverside County Board of Supervisors and fully executed by the Parties.

WITNESS WHEREOF, the parties have executed this First Amendment as of the date first written above.

Date: MAY 12 2026

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California

LESSOR:

DUNBAR SUMMIT, LLC, a California limited liability company

By: Karen S. Spiegel
Karen Spiegel, Chair
Board of Supervisors

By: Ross Mitchell
Ross Mitchell,
Authorized Signatory

ATTEST:

Kimberly Rector
Clerk of Board

By: [Signature]
Deputy

APPROVED AS TO FORM:

Minh C. Tran, County Counsel

By: [Signature]
Ryan Yabko
Deputy County Counsel

SC:it/04302026/RV600/40.382

Document Root (Read-Only)

Selected Document

2026050569 - NOE - Approval of First Amendment to Lease Agreement with Dunbar Summit, LLC, for 2038 Iowa Avenue, Riverside

Riverside County
Created - 5/13/2026 | Submitted - 5/13/2026 | Posted - 5/14/2026 | Received - 5/14/2026 | Published - 5/14/2026
Whitney N Mayo

Document Details

Public Agency

Riverside County

Document Type

Notice of Exemption

Document Status

Published

Title

Approval of First Amendment to Lease Agreement with Dunbar Summit, LLC, for 2038 Iowa Avenue, Riverside

Document Description

The Riverside County Registrar of Voters (ROV) requires space for the purpose of holding training sessions to prepare election workers for June 2, 2026, Statewide Direct Primary Election. Dunbar Summit, LLC, a California Liability Company ("Lessor") and County entered into a Lease dated April 22, 2026 ("Original Lease"), pursuant to which County has agreed to lease from Lessor that certain building located at 2038 Iowa Ave, Suite B-102, Riverside California, 92507 for a one-month period from April 27, 2026, to May 23, 2026. The County hereby desires to amend the Original Lease with this First Amendment to Lease ("First Amendment") for the sole purpose of modifying rent amount set forth therein. Section 4 of the Lease is hereby amended to expressly include the additional cost consisting of overhead charges in the total amount of Twenty-Eight Thousand Dollars (\$28,000), which shall be deemed Additional charges for all purposes under the Lease. The First Amendment to the Lease Agreement for the use of space for election worker training is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the site will result in the continued use of an existing facility. The Project will not result in a substantial increase in capacity or the intensity of the use. No additional direct or indirect physical environmental impacts are anticipated.

Project Number: FM04261106000

Attachments (Upload Project Documents)

3.3 - NOE - First Amendment to Lease, Dunbar Summit.pdf

Contacts

County of Riverside Facilities Management - *Mike Sullivan*

3450 14th Street
Riverside, CA 92501
Phone : (951) 955-4820
msullivan@rivcco.org

Regions

Southern California

Counties

Riverside

Cities

Riverside

Location Details

Cross Streets

2038 Iowa Avenue, Suite B-102, north of Spruce Street, Riverside, California, 92507

Parcel Number - 249-140-030

Other Location Info

2038 Iowa Avenue, Suite B-102, north of Spruce Street, Riverside, California, 92507, Assessor's Parcel Number (APN) 249-140-030

Notice of Exemption**Exempt Status**

Categorical Exemption

Type, Section Number or Code Number

15301

Reasons why project is exempt

The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. The project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The project will not cause an impact to an environmental resource of hazardous or critical concern nor would the project involve unusual circumstances that could potentially have a significant effect on the environment. The project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the First Amendment to the Lease Agreement, permitting continued use of an existing facility.

This categorical exemption includes the operation, repair, maintenance, leasing, or minor alteration of existing public or private structures or facilities, provided the exemption only involves negligible or no expansion of the previous site's use. The project, as proposed, is limited to the use of an existing facility to provide election worker training. The project would not substantially increase or expand the use of the site; and is limited to providing a space to conduct training, which will result in the continued use of the sites in a similar capacity; therefore, the project is exempt as the project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines. Therefore, the County of Riverside Facilities Management hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

Exempt Status

Other

Type, Section Number or Code Number

15061(b)(3)

Reasons why project is exempt

The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. The project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The project will not cause an impact to an environmental resource of hazardous or critical concern nor would the project involve unusual circumstances that could potentially have a significant effect on the environment. The project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the First Amendment to the Lease Agreement, permitting continued use of an existing facility.

In accordance with CEQA, the use of the Common Sense Exemption is based on the "general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment." State CEQA Guidelines, Section 15061(b) (3). The use of this exemption is appropriate if "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." Ibid. This determination is an issue of fact and if sufficient evidence exists in the record that the activity cannot have a significant effect on the environment, then the exemption applies and no further evaluation under CEQA is required. See *No Oil, Inc. v. City of Los Angeles* (1974) 13 Cal. 3d 68. The ruling in this case stated that if a project falls within a category exempt by administrative regulation or 'it can be seen with certainty that the activity in question will not have a significant effect on the environment', no further agency evaluation is required. With certainty, there is no possibility that the project may have a significant effect on the environment. The First Amendment to the Lease Agreement is limited use of an existing facility which will not expand or increase the capacity or intensity of use of the site. The use and operation of the facility for election worker training will be substantially similar to the existing use and will not create any new environmental impacts to the surrounding area. No impacts beyond the ongoing, existing use of the sites would occur. Therefore, in no way, would the project as proposed, have the potential to cause a significant environmental impact and the project is exempt from further CEQA analysis. Therefore, the County of Riverside Facilities Management hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

County Clerk(s)

Riverside

Signature

Title

Date

SCH Number 2026050569

From Thomas Hubbard <THOMAS.HUBBARD@lci.ca.gov>

Date Thu 5/14/2026 12:22 PM

To Mayo, Whitney <WMayo@Rivco.org>

CAUTION: This email originated externally from the **Riverside County** email system. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Thank you for submitting your notice through CEQA Submit. Your document has been successfully published.

To view your submission, use the following link.

<https://ceqasubmit.lci.ca.gov/Document/Index/334247/1>

Please contact the SCH with any questions at state.clearinghouse@lci.ca.gov.

Thank you,



Thomas Hubbard | *he/him/his*

Jr. CEQA Analyst

Governor's Office of Land Use & Climate Innovation

Thomas.hubbard@lci.ca.gov

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LCI - Public

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County of Riverside Registrar of Voter

2038 Iowa Avenue, Suite B-102, Riverside, CA 92507



Legend

Notes

District 1
APN 249-140-040
Leased space outlined in blue



IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

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REPORT PRINTED ON... 10/7/2025 3:59:45 PM

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