



# ***Agenda Report***

## ***Fullerton City Council***

**MEETING DATE:** JANUARY 20, 2026

**TO:** CITY COUNCIL

**SUBMITTED BY:** DAISY PEREZ, DEPUTY CITY MANAGER

**PREPARED BY:** EDGAR ROSALES, SENIOR ADMINISTRATIVE ANALYST  
RACHEL CASTANON, ADMINISTRATIVE ANALYST

**SUBJECT:** LEASE AGREEMENT WITH CALIFORNIA STATE  
UNIVERSITY FULLERTON AUXILIARY SERVICES  
CORPORATION FOR RICHMAN CENTER

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### **SUMMARY**

The City of Fullerton and CSU Fullerton propose a lease agreement for City-owned property at 320 West Elm Avenue known as the Richman Center and Don Castro Building at Richman Park. The agreement outlines community programming and services with an initial five-year lease term and two optional five-year extensions.

### **PROPOSED MOTION**

Approve lease agreement between the City of Fullerton and CSU Fullerton Auxiliary Services Corporation and authorize City Manager, or designee, to execute agreement and related documents.

### **ALTERNATIVE OPTIONS**

- Approve the Proposed Motion
- Continue to negotiate with the CSU Fullerton for a new agreement
- Decline the agreement
- Provide alternate direction to staff
- Other options brought by City Council.

### **STAFF RECOMMENDATION**

Staff recommends the Proposed Motion.

### **CITY MANAGER REMARKS**

None.

#### PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statements:

- Fiscal and Organizational Stability
- Infrastructure and City Assets.

#### FISCAL IMPACT

The lease agreement would generate \$66,774.19 annual rent. Lessee rent payments during the initial lease phase would apply towards a Tenant Improvement Project to bring the premises into ADA standards compliance. Rent payments would go to the General Fund (Fund 10) after project completion.

The City must bring all City-owned buildings to ADA compliance in accordance with City funding availability and project timelines. The tenant-led, City-approved improvement would support City infrastructure goals and enhance the City asset value. The City would continue to have responsibility for necessary capital repairs.

#### BACKGROUND AND DISCUSSION

CSU Fullerton has partnered with the City of Fullerton since January 2015 to provide civic and social enrichment programming at the Richman Center under a jointly executed Memorandum of Understanding (MOU). This partnership has become an important resource for the neighborhood with CSU Fullerton supporting youth, families and adults with accessible community-based services.

The City discontinued after-school and summer programming at the Don Castro building in 2022 due to City budget constraints. CSU Fullerton expanded to operate at both Richman Park facilities providing uninterrupted community support and robust programming including tutoring, parenting and health classes, case management, resource referrals and family-oriented events. These services strengthened neighborhood access to educational and social resources and aligned with City community enrichment goals.

Both parties seek to formalize this relationship through a Lease Agreement to continue successful collaboration and ensure long-term operational stability. The proposed terms mirror those established with comparable community partners, such as the YMCA at the Maple Neighborhood Center and OC United at the Gilbert Center, ensuring consistency across similar City-operated facilities. The structure proposes the lessee pay a monthly rent to offset utilities, custodial services and routine maintenance, while the City retains responsibility for capital repairs. This supports sustainable facility operations while allowing CSU Fullerton to continue delivering high-quality, community-focused programming.

#### Attachments:

- Attachment 1 – Lease Agreement for Richman Neighborhood Center Building

cc: Interim City Manager Eddie Manfro