MEMORANDUM 2026-25

Administrative Matters: Office Lease

This memorandum[1] provides a summary of the lease[2] for the Commission's office space at 925 L St., Suite 250, in Sacramento.

The Commission staff has been considering new office space since early 2025.[3] The Commission was previously housed at the University of California Davis School of Law but departed in October 2023[4] and has since been renting two cubicles from Legislative Counsel. Although not subject to Governor Newsom's return to office executive order,[5] the staff believes it will benefit from several days per week of in-person work.

With support from the Department of General Services (DGS), the staff toured several locations near the State Capitol and found an ideal option in the 925 L St. building where the Commission currently rents space. The suite is on the second floor, with 2,158 square feet containing five offices, a conference room, a kitchen, and bathroom. The Commission staff worked with the Office of Legislative Counsel (OLC) to ensure the lease terms are well within our budget, and OLC is also graciously donating some of their furniture.

After consultation with the Chair,[6] the Executive Director authorized DGS to execute the lease on June 29, 2026 on behalf of the Commission. The lease term is from September 1, 2026, through August 31, 2034, with the option to cancel after August 31, 2030.

The Commission staff would like to thank Christie House and Megan Hayenga for their work so far and during the transition.

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[1] Any California Law Revision Commission document referred to in this memorandum can be obtained from the Commission. Recent materials can be downloaded from the Commission's website (www.clrc.ca.gov).

The Commission welcomes written comments at any time during its study process. Any comments received will be a part of the public record and may be considered at a public meeting. However, comments that are received less than five business days prior to a Commission meeting may be posted after the meeting and/or without staff analysis.

[2] EX 1.

[3] The staff discussed obtaining new office space beginning with the Commission's January 2025 meeting. Minutes (January 2025) p. 3. At the Commission's May 2026 meeting the staff informed the Commission that the staff was close to signing a lease for space at 925 L Street where the Office of Legislative Counsel is also located. Video (May 2026) 5:30.

[4] Minutes (October 2023) p. 4.

[5] Executive Order N-22-25.

[6] Time did not permit the full Commission to approve the lease at the August 17, 2026 meeting because the lessor needed at least several months to make improvements to the space prior to the staff's move. The lease was made available to approve on June 3, 2026. California Law Revision Commission, *Handbook of Practices and Procedures* § 900.

Does the full Commission ratify the decision to sign the lease at 925 L St., Suite 250?

Respectfully submitted,

Sharon Reilly
Executive Director

DGS
GENERAL SERVICES

MEMORANDUM

Date: June 2, 2026

File No.: 2377-011
Project No.: 16353

To: Sarah Huchel
CA Law Revision Commission
925 L Street, Suite 275 c/o Legislative Counsel
Sacramento, CA 95819

From: Department of General Services – Real Estate Services Division
Asset Management Branch
707 Third Street, 5th Floor West Sacramento, CA 95605

Subject: Lease Summary for Law Revision Commission located at
925 L Street, Suite 250, Sacramento, CA 95814

Your lease for Project Number 16353 has been mailed to SVACW 925, LLC, the Lessor on this project. Please review this Lease Summary and have an authorized party sign below. When the Lessor has executed and returned all required documents, including signed copies of the lease, this office will fully execute the lease and mail a copy to your office.

Address of Space:	925 L Street, Suite 250 Sacramento, CA 95814
Start of Lease:	September 1, 2026
End of Lease Term:	August 31, 2034
Lease is Cancelable after:	August 31, 2030 With Thirty (30) Days Written Notice
Square Footage:	2,158 nusf office
Parking Spaces:	Zero (0) nonexclusive

SEE NEXT PAGE

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Form 6A
Project No.: 16353

June 2, 2026

Rent Schedule:

NINE THOUSAND NINE HUNDRED NINETY-ONE AND 54/100 DOLLARS ($9,991.54) from September 1, 2026, through August 31, 2027; then

NINE THOUSAND NINE HUNDRED NINETY-ONE AND 54/100 DOLLARS ($9,991.54) from September 1, 2027, through August 31, 2028; then

NINE THOUSAND NINE HUNDRED NINETY-ONE AND 54/100 DOLLARS ($9,991.54) from September 1, 2028, through August 31, 2029; then

NINE THOUSAND NINE HUNDRED NINETY-ONE AND 54/100 DOLLARS ($9,991.54) from September 1, 2029, through August 31, 2030; then

TEN THOUSAND THREE HUNDRED NINETY-ONE AND 20/100 DOLLARS ($10,391.20) from September 1, 2030, through August 31, 2031; then

TEN THOUSAND EIGHT HUNDRED SIX AND 85/100 DOLLARS ($10,806.85) from September 1, 2031, through August 31, 2032; then

ELEVEN THOUSAND TWO HUNDRED THIRTY-NINE AND 12/100 DOLLARS ($11,239.12) from September 1, 2032, through August 31, 2033; then

ELEVEN THOUSAND SIX HUNDRED EIGHTY-EIGHT AND 68/100 DOLLARS ($11,688.68) from September 1, 2033, through August 31, 2034; and thereafter.

See Attached Lease

Special Notes:

1) LRC certifies that this lease request is exempt from Executive Order N-22-25 and that the premises as designed, consisting of 2,158 nusf, meet the intended use, function, and desired occupancy by LRC.
2) Pursuant to California Government Code, you must notify the Department of General Services and obtain approval prior to any alterations to the premises during the term of the lease.
3) Employee parking is billed at a rate of $220 per stall, per month, subject to annual increases. LRC has access to four (4) stalls with annual increases at market rate.

By: _____
Blake Richie, Senior Real Estate Officer

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Form 6A
Project No.: 16353

June 2, 2026

ABOVE CONDITIONS ARE ACCEPTABLE TO AGENCY, EXECUTION OF LEASE IS AUTHORIZED, RENTAL FUNDS HAVE BEEN ENCUMBERED, AND ALL APPLICABLE REQUIREMENTS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT HAVE BEEN SATISFIED.

By: Sharon Reilly
(Authorized Signature)

Date: 6/29/2026

Name: Sharon Reilly
(Please Type or Print)

Title: Executive Director

PLEASE RETURN THIS DOCUMENT WITH AN ORIGINAL OR ELECTRONIC SIGNATURE AFTER MAKING THE PHOTOCOPIES YOU REQUIRE.