

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

507



FROM: Community Health Agency/Environmental Health

SUBMITTAL DATE:
September 14, 2004

SUBJECT: In-Principle Approval to Seek Leased Space in the Indio Area for the
Department of Environmental Health

RECOMMENDED MOTION: That the Board of Supervisors grant in-principle approval to seek leased space in the Indio area for Department of Environmental Health.

BACKGROUND: The Community Health Agency, Department of Environmental Health requires approximately 7,000 square feet of space in the Indio area for the establishment of a new service area office. With the rapid growth in the County the Department's inspection and service workload has grown to the point where the current Indio area office is becoming overcrowded. The staff in this office provides retail food facility, public swimming facility, hazardous materials management and complaint response related services.

Reviewed by
CIP TEAM
Ray M. Christina

Departmental Concurrence

(continued)

GR:rz

Gary Root

Gary Root, Director

FINANCIAL DATA	Current F.Y. Total Cost:	# 0	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 0	For Fiscal Year:	04/05

SOURCE OF FUNDS: Local Fee Revenue	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: **APPROVE**

Dan Martinez

County Executive Office Signature

- Policy
- Consent
- Dept't Recomm.:
- Policy
- Consent
- Per Exec. Ofc.:

Prev. Agn. Ref.: | **District:** | **Agenda Number:**

3.7

Form 11

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Background (continued)

The required space will include approximately 7,000 square feet for a shared waiting room, conference rooms, food worker testing room, communications room, restrooms and a staff break room. There should be sufficient parking to accommodate County vehicles, staff and clientele.

FINANCIAL INFORMATION

The cost of the lease will be offset by local fee revenue from business permits and other fees for service. It is estimated this cost will be \$125,000 per year for the term of the lease, which is approximately \$75,000 per year increase in current cost. The lease is expected to be a 4 or 5 year lease.