

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

241



FROM: Larry Ward, Assessor-County Clerk-Recorder

SUBMITTAL DATE:
May 22, 2013

SUBJECT: In-Principle Approval for New Office Space for the Assessor-County Clerk-Recorder as a result of AB900

RECOMMENDED MOTION: That the Board of Supervisors authorize the Economic Development Agency to seek new office building space for the Assessor-County Clerk-Recorder in the desert region.

BACKGROUND: On March 27, 2012, the Board of Supervisors approved acceptance of a funding award from the California Corrections Standard Authority for funds to plan and construct the new East County Detention Center, which will be constructed on the site of the current County Administration Center (CAC) in the City of Indio.

Departmental Concurrence

(continued)

Larry W. Ward
Assessor-County Clerk-Recorder

FINANCIAL DATA	Current F.Y. Total Cost:	\$	In Current Year Budget:
	Current F.Y. Net County Cost:	\$	Budget Adjustment:
	Annual Net County Cost:	\$	For Fiscal Year:

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

C.E.O. RECOMMENDATION: APPROVE

BY: Karen L. Johnson

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

Dep't Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref: District: ALL Agenda Number:

3-7

RE: In-Principle Approval for New Office Space for the Assessor-County Clerk-Recorder as a result of AB900

Date: May 22, 2013

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The Assessor-County Clerk-Recorder currently has staff occupying space in the Indio CAC and will need to relocate in order for demolition of the current facility and construction of the new East County Detention Center to move forward.

This In-Principle Form 11 represents a request from the Assessor-Clerk Recorder to relocate to an existing leased facility that will accommodate and consolidate operations of the Assessor, County Clerk-Recorder, and the Treasurer Tax Collector.

The new building is to be located in Palm Desert.

In addition to relocating the Indio CAC location, the Assessor-County Clerk-Recorder intends to consolidate the Palm Springs Assessor location at this same Palm Desert location. Other than one-time moving costs, ongoing annual operating costs at the new location will be about the same as the two current locations for the Assessor-County Clerk-Recorder. The benefits of this consolidation include better coverage and efficiency for the department; more efficient use of space for the County Clerk-Recorder; less building maintenance required with a newer facility; and it allows the Assessor-County Clerk-Recorder to work more closely with Treasurer-Tax Collector's office that benefits the general public.




ENDORSEMENT

Assessor-Clerk Recorder Leased Space in the City of Palm Desert

The Economic Development Agency concurs with this request from the Assessor-Clerk Recorder to seek existing office space of approximately 20,000 square feet in the city of Palm Desert.

The information listed below is used as an estimate in determining this Endorsement.

Lead Time:	Six months.
Square Footage:	Approximately 20,000 square feet.
Term:	Five years.
Lease Rate:	To be negotiated.
Utilities:	Provided by Lessor.
Custodial:	Provided by Lessor.
Interior/Exterior Maintenance:	Provided by Lessor.
Tenant Improvements:	Provided by Lessor.
Voice/Data:	To be determined upon site selection.

By: 
Robert Field,
Assistant County Executive Officer/EDA

HR:ra/043013/PD020/15.866