

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

439



SUBMITTAL DATE:
June 6, 2013

FROM: Department of Animal Services

SUBJECT: In-principle approval to seek leased space in the City of Indio area for the Department of Animal Services

RECOMMENDED MOTION: That the Board of Supervisors grant in-principle approval for the County to lease space in the City of Indio for the Department of Animal Services and for the Economic Development Agency - Facilities Management Division to locate, negotiate and prepare the necessary documents for approval and execution by the Board of Supervisors to lease such space.

BACKGROUND:

The Department of Animal Services (DAS) primary goal is to save lives of homeless animals through comprehensive adoption programs. To this end, DAS desires to identify and open an offsite location for adoptable dogs, cats, and rabbits to be showcased for adoptions in a store-front, commercial center set in a boutique pet store setting to be operated by a humane non-profit under contract with the county.

(Continued on page 2)

RPM;nd

Robert P. Miller, Director
Department of Animal Services

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 5,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 60,000	For Fiscal Year:	12/13

SOURCE OF FUNDS: 100% Department Budget	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY:
Debra Cournoyer

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
BY:
PATRICIA MUNROE
DATE: 5/28/13

Departmental Concurrence

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY:
SAMUEL WONG

Consent Policy
 Consent Policy

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

5013 JUN 11 6W 5:22
RECEIVED DEPT. OF ANIMAL SERVICES

Prev. Agn. Ref.: District: 4 Agenda Number: **3-9**

Form 11

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BACKGROUND (Continued):

Department of Animal Services goal is to revolutionize the animal welfare of the Coachella Valley in Riverside County through state-of-the-art facilities, dynamic adoption and veterinary services programming, humane education to effect change, dedicated animal care, and cooperative partnerships that recognize and define each participant's strengths and abilities.

The Department of Animal Services is interested in acquiring community store front lease space of approximately 2,000 to 3,000 square feet to operate the offsite pet adoption center within the City of Indio.

Department of Animal Services will need to accommodate six employees/volunteers (non-profit personnel), and showcase 30 to 50 animals in the adoption center. The location should have store front parking and no warehouse space is needed. The lease term should be for 3 years with an applicable exit clause should it be necessary.

FINANCIAL INFORMATION:

There are sufficient funds in the RCDAS FY12/13 and FY13/14 budget to fund this additional space. No additional County funds are required.




ENDORSEMENT
Department of Animal Services
Leased Space in the County of Riverside/Indio

Economic Development Agency concurs with this request from the Department of Animal Services to procure approximately 3,000 square feet of commercial store-front leased space, in the Indio area. There is no County owned space available. This request meets County space standards.

The information listed below was used as an estimate in determining this Endorsement:

Lead Time:	Three months
Size:	3,000 Square Feet
Term:	A minimum of three years
Lease rate:	To be negotiated
Utilities:	To be determined
Custodial:	To be negotiated
Interior/Exterior Maintenance:	Provided by Landlord
Tenant Improvements:	To be negotiated
Voice/Data:	To be determined

By: 

Robert Field,
Assistant County Executive Officer/EDA

CC:ra/041713/15.837