

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

849



**FROM:** Department of Public Social Services

**SUBMITTAL DATE:**

May 12, 2015

**SUBJECT:** APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC SOCIAL SERVICES

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and authorize the Real Estate Division of the Economic Development Agency to identify suitable space to support the Department of Public Social Services (DPSS) operations in the city of Desert Hot Springs (DHS).

**BACKGROUND:**

**Summary**

In 2001, DPSS Children Services Division (CSD) established several Family Resource Centers (FRCs) throughout Riverside County focused on enhancing families' protective capacities. After analyzing data from stakeholder surveys to identify communities that would most benefit from additional CSD services, four sites were selected as FRC locations: Perris, Jurupa Valley (formerly Rubidoux), Desert Hot Springs, and Mecca. Each FRC functions as a hub for services to improve the lives of families in the surrounding communities particularly vulnerable children and families.

*Susan von Zaben*

Susan von Zaben  
Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
<b>SOURCE OF FUNDS:</b> Federal Funding: 0% State Funding: 0%; County Funding: 0%; Realignment Funding: 0%; Other Funding: 0%					Budget Adjustment: No
					For Fiscal Year: 14-15

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

APPROVE

BY:

County Executive Office Signature

*Jennifer L. Sargent*  
Jennifer L. Sargent

**MINUTES OF THE BOARD OF SUPERVISORS**

☐ A-30  
☐ 4/5 Vote  
☐ Positions Added  
☐ Change Order

Prev. Agn. Ref.:

District:

Agenda Number:

3-25

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC  
SOCIAL SERVICES**

**DATE:** May 12, 2015

**PAGE:** Page 2 of 2

**BACKGROUND:**

**Summary (continued)**

Due to increased community demands for services at the current Family Resource Center (FRC) in Desert Hot Springs (2,904 square feet), a larger facility is warranted (4,500 – 5,000 square feet).

However, relocation to a new facility is predicated on the availability of State funding, which won't be known for several months. In order to position ourselves to utilize this funding should it be available, it is recommended that a search for potential sites be initiated at this time. A new lease will not be submitted to the Board for approval unless sufficient funding is identified to support the relocation and ongoing cost for operations.

Utilizing the success of the FRC format CSD continues to reduce the stress to the public that often comes from participating in multiple services by providing centralized service delivery. Part of this success has dictated the necessity to seek a larger facility from which to better serve the community of Desert Hot Springs (DHS).

The current facility and operations are described below:

Family Resource Center – 10 staff & provider capacity  
14-201 Palm Drive #107  
Desert Hot Springs, CA  
2,904 square feet

The best suited facility would be an existing 4,500 – 5,000 square foot office requiring only tenant improvements. The minimal requirements of space will simplify the search for acceptable opportunities.

**Impact on Residents and Businesses**

The new location should make DPSS more accessible to the public.

**ATTACHMENTS (if needed, in this order):**

- A. ECONOMIC DEVELOPMENT AGENCY ENDORSEMENT**
- B. CONCUR/EXECUTE – Economic Development Agency**

SvZ:ab



## ENDORSEMENT

### Department of Public Social Services Leased Space in the Desert Hot Springs area

The Economic Development Agency concurs with this request from the Department of Public Social Services (DPSS) to seek and negotiate a lease for approximately 4,500 - 5,000 square feet of existing office space in the City of Desert Hot Springs or adjacent unincorporated area. There is no available County-owned space.

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

Lead Time:	Approximately twelve – twenty four months.
Square Footage:	Approximately 4,500 - 5,000 square feet.
Term:	Up to ten years.
Lease Rate:	To be negotiated.
Utilities:	Provided by Lessor.
Custodial:	Provided by Lessor.
Interior/Exterior Maintenance:	Provided by Lessor.
Tenant Improvements:	To be negotiated.
Services (Voice/Data):	County pays for telephone/data services, Lessor to provide all other services.

By:   
Robert Field,  
Assistant County Executive Officer/EDA

TA:ta