

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



ITEM  
3.11  
(ID # 9124)

**MEETING DATE:**

Tuesday, March 19, 2019

**FROM :** PROBATION:

**SUBJECT:** PROBATION: Approval In Principle for New Leased Office Space in western region of Riverside County; 1st District and 2nd Districts. [State Funds 100%]

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

1. Authorize the Real Estate Division of EDA/Facilities Management to identify approximately 9,000-10,000 square feet of office space in Riverside; and negotiate a full service, five (5) year lease.

**ACTION:**Policy

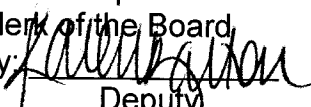
  
Mark A. Hake, Chief Probation Officer 2/25/2019

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: March 19, 2019  
xc: Probation

Kecia Harper  
Clerk of the Board  
By:   
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: State Funds 100%</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	2018/2019

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

**BACKGROUND:**

**Summary**

The Riverside County Probation Department (Probation) must relocate the Field Projects Division (FPD) as the current location at 3021 Franklin Avenue, Riverside, CA 92507, will be renovated and operated as a Transitional Reentry Facility following the execution of a contract between the County of Riverside and Amity Foundation, Inc., a non-county entity. As construction is estimated to begin in June/July 2019, FPD will be required to vacate the premises and move to a new location.

FPD is comprised of operations spanning countywide which include Pretrial Services and the Transitional Reentry Unit program serving the county jails in Indio, Banning, Riverside, and Murrieta; the Day Reporting Centers located in Indio, Riverside, and Temecula; and the Community Service and Oversight Unit which serves every Probation office location in the county. Consequently, although FPD has a total of 61 staff, 38 are assigned to regional locations that are either closer in proximity to the service area or require direct contact with probationers, hence a need for public access. The other 23 staff, that are not assigned regionally and primarily tasked with administrative duties, are centrally located at the main division office on Franklin Avenue in the City of Riverside. Although operations at this site are not open to the public, nearly all staff working at this location are required to travel off-site to perform a large portion of their duties, the majority of which are conducted in the Riverside region. These duties which directly serve the probation population include daily travel to the Robert Presley Detention Center located in downtown Riverside and regular travel to the Riverside Day Reporting Center located on Iowa Street in Riverside. Likewise, other staff functions require regular travel to Probation field offices in Moreno Valley, Murrieta, and two office locations in the city of Riverside. At the supervisory and managerial level, operational oversight includes travel to probation sites located in Indio, Banning, San Jacinto, Moreno Valley, Murrieta, Temecula, and Riverside with the majority of this oversight and operational business being conducted in the City of Riverside.

In the evaluation of possible locations, co-location with another Probation division as well as county-owned properties were considered. Co-location was deemed not feasible due to a lack of space availability and would require further fracturing of FPD; disrupting operations as well as negatively impact division cohesiveness, continuity and oversight. Regarding current available

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county-owned properties, the only reported option is the County Administration Center building located in Corona. While this location may seemingly accommodate space needs of FPD, it does not meet the operational needs due to its lack of proximity to the majority of deliverable services located in another region. Therefore, the amount of time and resources spent on travel in order to perform duties would be exorbitant, fiscally inefficient, and adverse to Probation's mission. Probation respectfully requests that if no other county-owned property exists in the Riverside area which can meet the space and operational needs of FPD, alternate property, including lease options be explored.

There are sufficient funds in the Probation budget to pay for the annual lease costs. No additional General Funds are needed.

**Impact on Residents and Businesses**

Probation's presence throughout the county continues to provide an important public benefit to the community by serving clients where they live and effectively improving public safety.

  
Melissa Noone, Associate Management Analyst 3/11/2019