



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: OCTOBER 17, 2023**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT **WARD: 6**

SUBJECT: AGREEMENT WITH THE COUNTY OF RIVERSIDE AT ARLANZA YOUTH AND FAMILY RESOURCE CENTER FOR NUTRITION SERVICES PROGRAMS IN THE AMOUNT OF \$6,381.81 PER MONTH FOR THE TERM OF SEPTEMBER 1, 2023, THROUGH AUGUST 31, 2024; WITH FOUR ONE-YEAR OPTIONS TO EXTEND

ISSUE:

Approve a Lease Agreement with the County of Riverside at the Arlanza Youth and Family Resource Center for RUHS Public Health – Women, Infants and Children (WIC) to be used for Nutrition Services Programs, for rent of \$6,381.81 per month for the term of September 1, 2023, through August 31, 2024.

RECOMMENDATIONS:

That the City Council:

1. Approve the Lease Agreement with the County of Riverside for rent of \$6,381.81 per month for the term of September 1, 2023, through August 31, 2024, with four, one-year options to extend; and
2. Authorize the City Manager, or designee, to execute necessary documents for the Lease Agreement with the County of Riverside, including making minor and non-substantive changes.

BACKGROUND:

On September 7, 2004, the City and the County of Riverside entered into a Lease Agreement for the Arlanza Youth and Family Resource Center at 7801 Gramercy Place, Suite C, for a three-year term commencing on September 24, 2004, through August 31, 2007. Since the expiration of the original lease, the County of Riverside has been leasing space on a month-to-month basis, with automatic annual adjustments of 3%, per their original agreement terms.

DISCUSSION:

The RUHS Public Health – Women, Infants and Children (WIC) offers various nutrition services programs at this facility, located at Bryant Park. On average, 4,574 families are served monthly in the WIC program. Services provided include childcare, free screenings for vision, dental, and hearing, parenting classes, and nutrition services.

The lease consists of 3,136 square feet of office space.

The City uses this property for office space from which various non-profit corporations or associations operate programs that benefit the citizens of Riverside. Agencies enhance equity by providing educational and social services for members of the community. For example, this center is currently providing office space for John Muir Charter School and Family Service Association. The City and County of Riverside, RUHS Public Health – Women, Infants and Children (WIC) have mutually executed a new Lease Agreement commencing September 1, 2023, through August 31, 2024.

STRATEGIC PLAN ALIGNMENT:

The lease agreement with the County of Riverside, RUHS Public Health – Women, Infants and Children (WIC) contributes to **Strategic Priority 2 – Community Well-Being**, and **Goal 2.5** by creating a partnership that contributes to the community's social service needs. Food, nutrition counseling, and access to health services are provided to low-income women, infants, and children addresses social service needs of the community.

The item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Nutrition education and services, as well as health care referrals are a critical need for many families. This lease agreement assists the community by supporting agencies who can provide social services to the low-income families.
2. **Equity** – This lease agreement makes nutrition services and free health referrals accessible for families at or below the federal poverty level.
3. **Fiscal Responsibility** – Lease agreements generate rental income for the City, assisting in offsetting costs for facility maintenance and lease administration.
4. **Innovation** – Lease agreements with other agencies assist the City in providing social services to address the community's needs.
5. **Sustainability & Resiliency** – This lease agreement partners the City of Riverside and County of Riverside - WIC to ensure that critical social service needs will continue to be met and accessible to the community.

FISCAL IMPACT:

The total fiscal impact for the initial term of the lease (one-year) is \$76,581.72. All revenue generated will be deposited in the General Fund, PRCS, Land & Building Rental revenue account number 5205000-373100. The table below outlines revenue generated per each term of the agreement and total revenue generated as a result of this agreement and extensions:

Term	Monthly Rate	Annual Revenue
September 1, 2023 - August 31, 2024	\$6,381.81	\$76,581.72
September 1, 2024 - August 31, 2025	\$6,605.17	\$79,262.04
September 1, 2025 - August 31, 2026	\$6,836.35	\$82,036.20
September 1, 2026 - August 30, 2027	\$7,075.62	\$84,907.44
September 1, 2027 - August 30, 2028	\$7,323.27	\$87,879.24
Total Revenue		\$410,666.64

Prepared by: Pamela M. Galera, Parks, Recreation and Community Services Director
 Certified as to availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
 Approved by: Kris Martinez, Assistant City Manager
 Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Agreement