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Title: Authorize the Parks, After School, Recreation and Community Services Department to enter into lease agreement with Fresno Economic Opportunities Commission for the Office of Neighborhood Safety and Community Engagement office space in the amount of \$51,456 for a one-year term, with the option to extend the lease for an additional two-year term (Council District 3).

Sponsors: Parks, After School, Recreation and Community Serv

Indexes:

Code sections:

Attachments: 1. ONSCE Lease Agreement.pdf, 2. Exhibit B Office Floor Plan

Date	Ver.	Action By	Action	Result
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REPORT TO THE CITY COUNCIL

April 8, 2021

FROM: TJ Miller, Director
Parks, After School, Recreation and Community Services Department

BY: MAGGIE NAVARRO, Division Manager
Parks, After School, Recreation and Community Services Department -
Office of Neighborhood Safety & Community Engagement

SUBJECT

Authorize the Parks, After School, Recreation and Community Services Department to enter into lease agreement with Fresno Economic Opportunities Commission for the Office of Neighborhood Safety and Community Engagement office space in the amount of \$51,456 for a one-year term, with the option to extend the lease for an additional two-year term (Council District 3).

RECOMMENDATION

Staff recommends City Council approve a one-year lease agreement with the option to extend for an additional two-year term with Fresno Economic Opportunities Commission (FEOC) and authorize the Parks, After School, Recreation and Community Services (PARCS) Director to execute the lease agreement.

EXECUTIVE SUMMARY

The City of Fresno (City) Office of Neighborhood Safety & Community Engagement (ONSCE), formerly known as the Mayor’s Gang Prevention Initiative, has been under the umbrella of the Fresno Police Department since 2006. On June 25, 2020, City Council motioned to move ONSCE from the Fresno Police Department to the PARCS Department. As a

result of this City Council motion, office space is needed to house the division. The proposed lease agreement is for office space at the FEOC where there are also public housing programs, youth serving agencies, and existing City subcontractors. The term period of the lease is from April 1, 2021, to March 31, 2022, with the option to extend the lease for an additional two-year term by giving advance, written notice.

BACKGROUND

The goal of ONSCE, formerly known as the Mayor's Gang Prevention Initiative, is to respond to the fluctuating needs of the community by providing high-quality engagement and service to the diverse population of Fresno. This is accomplished by increasing collaborative efforts to minimize violence in the community, providing support for Fresno youth and families through partnerships, and offering community services referrals. ONSCE has secured and managed over eight million dollars in violence reduction grant awards supporting the Tattoo Removal Program and Hispanic Residents Academy.

Per the June 25, 2020, City Council motion, ONSCE and its respective staff are transitioning from the Fresno Police Department to the PARCS Department. As a result of this transition, a new division was created, and office space is needed to house the current and future staff.

A search and assessment of available City owned, and non-city owned office space was conducted and resulted to be limited and or non-accommodating. The City owned property search including visits and assessments of the office space at 4170 North Brix Building, Len Ross Center located at 1604 South Teilman Avenue, as well as a review of space at existing PARCS community centers. Additionally, space was considered at the Manchester Center, the previously occupied AAA building at 5040 N Forkner Ave, and the former grocery store located next to the Northwest Police Department Substation at 3170 W Shaw. The office space, parking accommodations, and potential lease or purchase options at the various sites were not conducive to the needs of ONSCE; however, office space at the FEOC has been identified as a suitable option.

The FEOC office space is located in the downtown vicinity at 1900 Mariposa Mall Suite #121. The office space is large enough to house current staff and future anticipated staff. The ONSCE staff will be required to assist in the execution and management of state, federal and general fund grants which include subcontractors such as FEOC's Tattoo Removal Program, Central Valley Human Trafficking Coalition, Advance Peace Fresno, and Youth Leadership Initiative Programs. Complementing the ONSCE office space also includes a Conference Room which will host bimonthly Advisory Board and Service Provider meetings, Gang Street Outreach Coalition meetings and future community trainings. The conference room is also a potential space for the required Measure P Board meetings. The location is ideal due to the close vicinity of existing and future youth serving community partners.

The FEOC office space measures 2,503 square feet, at a monthly rate of \$1.10 per square foot, with a 2% annual lease increase, plus a percentage of operational costs including utilities, security, janitorial, building maintenance, and pest control based on the square footage of the leased premises. The monthly rate equates to \$2,753 per month and the operational costs equals \$1,535 per month, for a total of \$4,288 per month. The term period of the lease is from April 1, 2021, to March 31, 2022, with the option to extend the lease for an additional two-year term by giving advance, written notice.

For comparison, as an alternative lease option, the Manchester Center office space measured 2,165 square feet at \$2.00 per square feet, with a 3% annual increase, and no inclusion of operational costs.

ENVIRONMENTAL FINDINGS

This is not a "project" for the purposes of CEQA, pursuant to CEQA Guidelines Section 15378.

LOCAL PREFERENCE

Local Preference is not applicable to this item because this does not include an award of a construction or consultant contract.

FISCAL IMPACT

General funds are required for office space lease, office operating cost including corresponding percentage of utilities, security, janitorial, building maintenance, and pest control based on square footage of the leased premises. The general

fund impact will occur until such time the anticipated Measure P are approved and appropriated.

Attachments:

ONSCE Lease Agreement
Exhibit B Office Floor Plan