DEPARTMENT: Human Services/BHRS

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully requested that your Board approve and authorize the chair to sign a lease agreement with Oakhurst Property Management to lease the property located at 5119 Jones Street, Mariposa, CA.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

See Attached

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

See Attached

Financial Impact? (X) Yes ( ) No  Current FY Cost: $45,222  Annual Recurring Cost: $12,000 (lease)
Budgeted In Current FY? ( ) Yes (X) No ( ) Partially Funded
Amount in Budget: $5,600
Additional Funding Needed: $45,222
Source:
Internal Transfer (X)
Unanticipated Revenue 4/5's vote
Transfer Between Funds 4/5's vote
Contingency 4/5's vote
( ) General ( ) Other

Page 1-2 Board Memo
Pages 3-14 Lease Agreement
Page 15 Budget Action Form
Page 16 Memo to Planning Department
Page 17-18 Planning Department Approval Memo
Page 19 Design Contract

CLERK'S USE ONLY:
Res. No.: 2000-185  Ord. No. ______
Vote – Ayes: 3  Nays: ______
Absent: 2  Frt: 2
Approved
( ) Minute Order Attached  ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date:

Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: ________________________________
Deputy

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
No Opinion

Comments:

______________________________

CAO: ____________________________

Revised Dec. 2002
April 30, 2008

TO: Members, Board of Supervisors  
Rick Benson, CAO  

FROM: James Rydingsword, Director  
Lease Agreement for New Wellness Center Location

Recommendation

It is respectfully requested that your Board approve and authorize the chair to sign a lease agreement with Oakhurst Property Management to lease the property located at 5119 Jones Street, Mariposa, CA.

Background/Current Situation

The Behavioral Health location at 5037 Stroming Road, currently houses all of Mental Health Programs, Alcohol and Drug Services and the Wellness Center. In early 2008 the Mariposa County Mental Health Board requested that the Department consider re-locating the Wellness Center to a location that would give more ownership, openness, and inviting accessibility to the Center. Their request reflected both the success of the Wellness Center in its current location and a desire to build upon the programs operated in the Wellness Center by giving the Center a more autonomous vision. Based on this request staff began a search of suitable locations within the township of Mariposa for a re-located Wellness Center.

At the same time the addition of new programs in the Behavioral Health Building is causing a need for additional program office space. After evaluation of several spaces in both the commercial and residential areas of Mariposa, we located a new space at 5119 Jones Street, in Mariposa that will meet the desires of the Mental Health Board and allow for additional office space in the Behavioral Health Building.

Approval of this request will enable the Department to move the Wellness Center out of the main Behavioral Health building and create a new space that can provide an enabling home-like atmosphere while still providing clients with privacy and respect as they are working on their recovery towards becoming more independent and self sufficient.

In order to deal with any issues that might arise form this re-location, the Department has completed the following steps:

1. Behavioral Health staff conducted a door to door survey of the surrounding neighbors to solicit their opinion of this project. Staff reports that there is a positive response by those in the neighborhood to the relocation of the Wellness Center. In addition, the owner of the property has expressed his support for the use of the property as a Wellness Center.
2. In order to comply with any zoning requirements, the Department both discussed and sent a formal request to the Planning Department to affirm that this use is within the intent of the County Code. The request for this use has been reviewed and approved by the Planning Department Director.

3. In order to comply with specific ADA requirements in the service area of this location, the Department will also need to request proposals from local contractors for some re-modification work. We request your approval to solicit bids for this project and will coordinate this project with the Planning Department. The Department has estimated the parameters of the cost of these ADA modifications and has identified a one-time source of funding within the Budget to cover these costs.

Financial

The estimated amount needed for this project will be covered by one time funding in the Mental Health Services Act budget. We plan to first seek bids from local contractors and will review the bids with the County Administrative Office and the Planning Department before awarding the contract. There is no impact on the general fund.
### BUDGET ACTION FORM

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**TOTALS**  
45,222  
45,222

### TRANSFER BETWEEN FUNDS

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**TOTALS**

### ACTION REQUESTED:

- ( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from Contingencies

- (X) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

### JUSTIFICATION
To cover expenses associated with the remodel of the space being leased for the new wellness center.

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**DEPT HEAD SIGNATURE**  

**DATE** 4/29/2008

**APPROVED BY RES NO.** 08-185  

**CLERK**  

**DATE** 5-1-08

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**DEPARTMENT** Human Services

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**AUDITOR'S USE ONLY**

**BA #**

**Budget** Revision Form Revised 07/2000
April 14, 2008

TO: Kris Schenk  
Planning Department

CC: Rick Benson, CAO  
Supervisor Fritz

FROM: James A. Rydingsword  
Human Services Department

RE: Community Based Wellness Center Project

The Department of Human Services, Behavioral Health and Recovery Services Division, is in the process of relocating the Adult System of Care Wellness Center that is currently housed at 5037 Stroming Road. We are pursuing this move to promote and support Mariposa County’s residents who are currently working on their recovery towards stability in independent living.

We are seeking your approval for this project, to be located at 5119 Jones Street, Mariposa, CA. We feel that this is the ideal location to assist individuals in their recovery process. This process would focus on teaching the following:

1. Nutritional cooking
2. Menu planning
3. Hygiene and grooming
4. Basic housekeeping tasks
5. Improving socialization skills
6. Basic computing
7. Job search
8. Gardening and yard maintenance
9. Personal finance and budgeting

This residence on Jones Street is an ideal location as it is in the community and provides a homelike atmosphere. Its proximity to services throughout Mariposa County is ideal, making it possible for individuals to access needed services easily.

On a daily basis there would be approximately 3 to 5 individuals in this home working on their recovery with support from 3 employees.

There is adequate parking as only one or two spaces would be needed for employee parking and program participant parking space would be at a minimum as the majority of these individuals depend on mass transit or this department for their transportation needs.

We are pursuing relocation of this program to a residence, as the recovery program is focused on assisting individuals with successful independent living in their own home.
April 25, 2008

James A. Rydingsword
Human Services Department
P.O. Box 99
Mariposa CA 95338

RE: Similar Use Determination No. 2008-71: Community Based Wellness Center on APN 013-112-005

Dear Jim,

I have reviewed your proposed Community Based Wellness Center, the project description of which is as follows:

- Location to be at 5119 Jones Street, APN 013-112-005 in an existing single family residence.
- Project relocates existing function from 5037 Stroming Road.
- Purpose is to assist individuals in teaching nutritional cooking, menu planning, hygiene and grooming, basic housekeeping tasks, improving socialization skills, basic computing, job search, gardening and yard maintenance, and personal finance and budgeting.
- Location of the program in a residence is important to assist individuals with being successful in independently living in their own home.
- Approximately 3 – 5 individual would be in the home working on recovery, with support from 3 employees.
- Only one or two parking spaces needed for employee parking.
- Program participants depend on mass transit or department employees for transportation needs (they do not have their own vehicles).

The zoning designation on this property is Single Family Residential-9,000, which allows:

> Residential care and day care facilities within a residence and serving six (6) or less residents in accordance with the standards contained in Section 17.334.030.

The standards contained in Section 17.334.030 specify:

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.
A. Day care facilities: Preschool, child day care, and adult day care facilities for six (6) or fewer persons shall be a permitted use in residential structures in any zone in which residential uses are permitted. In addition to the provisions of the Health and Safety Code, the following special standards shall apply:

1. All outdoor play areas shall be enclosed with fencing a minimum of four (4) feet high, provided such fencing is to be solid and a minimum of six (6) feet in height on any property line abutting a residential use on an adjoining lot;
2. In addition to the parking normally required for the residence, an off-street drop-off area shall be provided with the capability to accommodate at least one car.

A Community Based Wellness Center is not specifically listed as a permitted or conditional use in the applicable zone (or in any other zone). Pursuant to authority established by Mariposa County Code, Section 17.08.120 (Interpretation by the Planning Director), I find that a Community Based Wellness Center is similar to an Adult Day Care Facility. Consequently, the facility is a permitted use as long as it complies with all of the standards applicable to an Adult Day Care Facility (see above). This determination allows the operation of your facility, as long as there are no more than 6 individuals in the home working on their recovery. No overnight use is approved.

My determination is based upon a finding that the Community Based Wellness Center is similar to an Adult Day Care Facility in areas such as intensity of use, density of use, traffic, noise, etc. The use is primarily conducted inside a dwelling, although some exterior use may occur. The use is primarily conducted during daytime hours. The use is operated by a limited number of adults, consistent with residential occupancy. A limited number of vehicles will be parked on-site, consistent with residential occupancy.

This approval is only a zoning approval, and separate Building Department and Health Department approvals may be necessary for occupancy of this structure for your proposed use. Please check with the Building Department and the Health Department to determination if a separate permit is required.

This determination can be appealed to the Planning Commission or the Board of Supervisors by any interested party within twenty (20) days of the date of determination in accordance with the County Appeals procedure. Please review the attached Appeals Information Sheet for information regarding the appeals process. Additionally, in accordance with the Zoning Ordinance requirements for a Similar Use Determination, this determination will be noticed.

Should you have any questions regarding this determination, please contact me at 742-1215 or by e-mail at kschenk@mariposacounty.org

Sincerely,

[Signature]

Kris Schenk
Director

Cc: Building Department
    Health Department
DESIGN CONTRACT
APRIL 21, 2008

OWNER: MARIPOSA COUNTY DEPT of HUMAN RESOURCES
Angela Phillips
5017 Stroming Rd.
MARIPOSA, CA. 95338
(209) 966-2000

HOUSE ADDRESS: 5119 Jones St. Mariposa, Ca. 95338

PURPOSE of the CONTRACT: To prepare the documentation for remodeling the above house for use as an office and handi-cap service center. The first floor is to be remodeled to provide handi-cap access. If possible, an ADA approved shower is to be incorporated into the bathroom remodel. The back porch requires that the floor be raised flush with the existing house floor and an approved outside entrance ramp be made to this floor. The kitchen cabinets and several doors must be altered to provide the necessary 36" clearance.

There is no alteration to the 2nd floor.

SCOPE of the CONTRACT: RAY G. JESKE shall prepare all the necessary plans and specifications required by the Mariposa County Building Dept. Special Engineering, if required by the county, is not included.

NOTE: (I will be on travel May 5th thru May 13th AND June 9th thru June 23rd.) Therefore, if I can start next week or May 13th I can finish it before June 9th.

TIME SCHEDULE: The design effort will begin upon acceptance of this contract. The final plans will be ready for county plan check within 3 weeks. See note above:

CONTRACT TERMS: The Total design fee is $1500.00. There is a $500 payment due with the signing of the contract and the balance is due upon submittal of the drawings to the county.

NOT INCLUDED in the CONTRACT: Plan check, Permit and School Tax Fees, Structural engineering as noted above, and Blue Print Reproduction costs.

JESKEhomes Designs
Ca. Contractors License B406943

County ACCEPTANCE:

Ray G. Jeske 9-21-08

[Signature]

[Signature]

[Signature] 4/30/08