

ORDINANCE NO. 2015-09

(Use of Real Property for Polling Places)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. SUMMARY. Pursuant to the authority granted the County by Government Code section 25350.51, this ordinance amends Ordinance Code Chapter 1108-10 to authorize the Elections Official to contract for the use of real property as a polling place for any election by license or use agreement.

SECTION II. Chapter 1108-10 of the County Ordinance Code is amended to read:

Chapter 1108-10

DELEGATION OF REAL PROPERTY LEASING AND LICENSING AUTHORITY

1108-10.002 Leasing and Licensing Authority Delegated to County Officers

The Board of Supervisors authorizes the following County officers to contract for the use of real property under the following conditions.

- (a) The Public Works Director may lease real property for use by the County or obtain the use of real property for the County by license, as long as the term of the lease or license does not exceed five years and the rental under the lease or license does not exceed \$7,500 per month.
- (b) The Public Works Director may amend real property leases or licenses to permit improvements or alterations, or both, under the following conditions:
 - (1) The total cost under an amendment may not exceed \$7,500;
 - (2) An amendment may not extend the term of the lease or license; and
 - (3) No more than two amendments, not to exceed \$7,500 each, are made within a 12-month period.
- (c) The Elections Official may contract for the use of real property for use as a polling place for any election by license or use agreement. (Ords. 2015- 09 § 2, 2014-18 § 3; Gov. Code, § 25350.51.)

1108-10.004 Procedures and Requirements

- (a) The execution of a lease or license under this chapter by an authorized County officer will

be in accordance with the following procedures and requirements:

- (1) The authorized County officer will comply with all applicable laws and regulations pertaining to the lease or license, including environmental assessment requirements.
 - (2) Funding for the lease or license is appropriated and available.
 - (3) The authorized County officer will report semi-annually to the Board of Supervisors on each lease or license executed under this chapter, including its price and the necessity for the lease or license.
 - (4) Such other procedures or requirements as the Board of Supervisors may adopt by resolution.
- (b) This chapter does not authorize any County officer to bind the County to contractual indemnity or other discretionary liability without approval of the Board of Supervisors.
- (c) Notice of intention to consummate a lease or license pursuant to this chapter shall be posted in a public place for five working days prior to consummation of the lease or license. The notice shall describe the property proposed to be leased or licensed, the terms of the lease or license, and the County officer authorized to execute the lease or license. (Ords. 2015-09 § 2, 2014-18 § 3; Gov. Code, § 25350.51.)

SECTION III. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for and against it in the Contra Costa Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST: DAVID J. TWA,
Clerk of the Board of Supervisors
and County Administrator

Board Chair

By: _____
Deputy

[SEAL]

TLG:
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