



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: February 12, 2019

Subject: APPROVE and AUTHORIZE a lease amendment for office space located at 2151 Salvio Street, Ste. R in Concord.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with Autumn Wood 1, LP, Pinewood Condominiums, LP and Vaca Villa Apartments, LP for 1,923 square feet of office space for Supervisor Karen Mitchoff and staff. The term of this lease is 4 years with one four-year renewal term. The annual rental payment for the first year is \$55,200 with annual increases thereafter, under the terms and conditions set forth in the lease amendment.

AUTHORIZE the Public Works Director, or designee, to execute any renewal options under the terms and conditions set forth in the lease.

**FISCAL IMPACT:**

100% Board of Supervisors District IV – General Fund. The Lease costs were anticipated and budgeted in the Supervisor's approved FY 2019/20 budget.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **02/12/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 12, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stephanie Mello, Deputy

Contact: Charlotte Nelson,  
925-957-2458

cc:

### BACKGROUND:

On October 3, 2006, the Board of Supervisors approved a Lease between the County and Salvio Pacheco Square, LLC for occupancy by the County's District IV Supervisor.

The lease was amended by a first amendment dated December 14, 2010, which extended the lease term through January 31, 2015.

On January 20, 2015 a second amendment was approved by the Board of Supervisors, which extended the lease term through January 31, 2019.

This third amendment provides for the County's continued occupancy of the premises through January 31, 2023 by the District IV Supervisor and staff.

### CONSEQUENCE OF NEGATIVE ACTION:

If this third lease amendment is not approved, the District IV Supervisor's office will be in hold-over and they will have to relocate to another location at a substantial higher cost.

### ATTACHMENTS

Third Amendment to Lease