



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 26, 2019

Subject: ACCEPT the 2018 Annual Report of Real Estate Delegation of Leases and Licenses dated January 1, 2018 through December 31, 2018, Countywide.

RECOMMENDATION(S):

ACCEPT the 2018 Annual Report of Real Estate Delegation of Leases and Licenses dated January 1, 2018 through December 31, 2018, approved by the Public Works Director to lease real property for use by the County or to obtain the use of real property for the County by license, and to amend real property leases and/or licenses to permit improvements or alterations, under certain circumstances, Brentwood, Clayton, El Sobrante and Martinez areas.

FISCAL IMPACT:

No fiscal impact

BACKGROUND:

Pursuant to the Contra Costa County, Ordinance Code, Title 11, Division 1108, Chapter 1108-10.002, The Board of Supervisors authorizes the Public Works Director, or designee, to perform all acts necessary to lease real property for use by the County or to obtain the use of real property for the County by license, as long as the term of the lease or license does not

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/26/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ABSENT: Diane Burgis, District III
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 26, 2019

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

By: June McHuen, Deputy

Contact: Karen A. Laws,
925-957-2456

cc:

exceed five years and the rental under the lease or license does not exceed \$7,500 per month and to amend

BACKGROUND: (CONT'D)

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, may be made within a 12-month period.

The Public Works Director shall submit a semi-annual report to the Board of Supervisors on each lease or license done pursuant to this section, including the interest acquired, its price, and the necessity for the lease or license, which is described in the attached Annual Delegation of Leases and Licenses Report.

The Semi-Annual Reports for 2018 were not submitted to the Board of Supervisors; therefore an Annual Report is being submitted at this time. Submittal of Semi-Annual Reports will resume in July 2019 for January 2019 through June 2019.

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors would not be informed of the leases and licenses accepted by the Public Works Director pursuant to Contra Costa County Ordinance Code 2014-18.

ATTACHMENTS

2018 Report of Delegation of Leases and Licenses