



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: December 8, 2020

Subject: Approve Third Amendment to Lease for County Clerk-Recorder, 610 Marina Vista Avenue, Martinez.

### **RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Third Amendment to Lease with Pamela Bisio Despres and the J. Mortz Limited Partnership, to extend the term through October 31, 2022 for continued use of warehouse space located at 610 Marina Vista Avenue, Martinez for continued occupancy by the County Clerk-Recorder. The initial annual rent is \$108,300 with annual Consumer Price Index increases thereafter and three one-year renewal terms.

### **FISCAL IMPACT:**

Lease costs are charged to the Clerk-Recorder's Office (100% General Fund)

### **BACKGROUND:**

The Clerk-Recorder has been leasing the warehouse space at 610 Marina Vista Avenue in Martinez since 1968 for storage of public records and election voting equipment. The Clerk-Recorder wants to amend the existing lease for a two-year term followed by three one-year renewal options to allow the Clerk-Recorder the flexibility in planning for future operations.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **12/08/2020** ☒ 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: December 8, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Stacey Sinclair,  
925.957-2464

CONSEQUENCE OF NEGATIVE ACTION:

Not authorizing the amendment to lease for the continued operations of the Clerk-Recorder at this location would require finding another suitable location, at increased rent, together with the associated expenses of moving and constructing new tenant improvements.

ATTACHMENTS

Lease Amendment