



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: November 9, 2021

Subject: ACCEPT the 2019-2020 Report of Real Estate Delegation of Leases and Licenses dated January 1, 2019 through December 31, 2020. District IV

RECOMMENDATION(S):

ACCEPT the 2019 – 2020 Report of Real Estate Delegation of Leases and Licenses dated January 1, 2019 through December 31, 2020, approved by the Public Works Director, as submitted, 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 or licenses to permit improvements or alterations, or both, under certain circumstances, Concord and Pleasant Hill 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 or license real property for use by the County as long as the term does not exceed five years and the rent does not exceed \$7,500 per month and to 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)

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **11/09/2021** ☒ 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: November 9, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jessica Dillingham,
925. 957-2453

By: June McHuen, Deputy

cc:

an amendment may not extend

BACKGROUND: (CONT'D)

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 2019 and 2020 were not submitted to the Board of Supervisors; therefore, a 2019 – 2020 Report is being submitted at this time. Submittal of Semi-Annual Reports will resume in December 2021, for January 2021-June 2021.

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.

ATTACHMENTS

2019-2020 Report of Delegation of Leases and Licenses