



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: March 21, 2023

Subject: Lease of 1001 Harvey Drive, Suite 152, Walnut Creek, for Use by the Office of the Sheriff

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease with PHVP I, LP, for a term of five years for approximately 859 square feet of office space located at 1001 Harvey Drive in Walnut Creek, for use by the Office of the Sheriff as a substation with annual rent of \$11,801.00 for the first year and annual increases thereafter.

FISCAL IMPACT:

The lease will obligate the County to pay rent of approximately \$62,655.00 over the 5-year term of the lease. (100% General Fund)

BACKGROUND:

The Office of the Sheriff has been operating at this location since the fall of 2018 pursuant to a Memorandum of Understanding between the Office of the Sheriff and the Contra Costa Centre Association. The Office of the Sheriff and the Contra Costa Centre Association now desire for the County to enter into a direct lease of the premises with the property owner.

The substation, which is in close proximity to the Pleasant Hill BART station, is used by approximately 20 deputies to write reports, interview suspects, interview victims and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **03/21/2023** ☒ 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

Ken Carlson, 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: March 21, 2023

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

Contact: Stacey Sinclair, (925)
957-2464

By: June McHuen, Deputy

cc:

witnesses, and for restroom and meal breaks. This lease will enable the Office of the Sheriff to continue to use the premises.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office would have to terminate its use of the premises. Relocating to another site could result in higher rent, in addition to moving expenses.

ATTACHMENTS

Lease Agreement