

ORDINANCE NO. 2024-20

(Acquisition of Real Property)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the office text of the enacted or amended provisions of the County Ordinance Code):

**SECTION I. SUMMARY.** Pursuant to Government Code section 25350.60, this ordinance amends Ordinance Code section 1108-8.002 to renew until January 1, 2030, the authority of the Public Works Director to acquire any interest in real property where the purchase price of the property does not exceed \$100,000. In addition, pursuant to Government Code section 25350.51, this ordinance amends Ordinance Code section 1108-10 to authorize the Public Works Director to execute real property leases and licenses if the term does not exceed five years and the monthly cost does not exceed \$10,000 per month, and to amend these real property leases or licenses under specified circumstances.

**SECTION II.** Section 1108-8.002 of the County Ordinance Code is amended to read:

**1108-8.002 Authority of the Public Works Director**

- (a) The board of supervisors authorizes the public works director or his or her designated deputy to perform all acts necessary to approve and accept for the county the acquisition of any interest in real property where the purchase price for the real property interest does not exceed \$100,000.
- (b) The acquisition of any interest in real property pursuant to subsection (a) of this section will be in accordance with the following procedures and requirements:
  - (1) The public works director shall comply with all applicable laws and regulations pertaining to the property acquisition, including purchase offer and environmental assessment requirements.
  - (2) Funding for the real property acquisition is appropriated and available.
  - (3) The public works director shall report semi-annually to the board of supervisors on each acquisition done pursuant to this section, including the interest acquired, its price, and the necessity for the purchase.

- (c) The authority granted by this section expires January 1, 2030, unless renewed by the board of supervisors. (Ords. 2024-20 §2, 2019-35 §2, 2014-18 §2, 2009-35 §2, 94-95 §2; Gov. Code, § 25350.60.)

**SECTION III.** Chapter 1108-10 of the County Ordinance Code is amended to read:

**Chapter 1108-10**

**DELEGATION OF LEASING AUTHORITY**

**1108-10.002 Authority of Public Works Director**

- (a) The board of supervisors authorizes the public works director or his or her designated deputy 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 exceed five years and the rental under the lease or license does not exceed \$10,000 per month.
- (b) The board of supervisors authorizes the public works director, or the directors designated deputy, to perform all acts necessary to amend real property leases or licenses to permit improvements or alterations, or both, under the following conditions: (1) the total cost under the amendment may not exceed \$10,000; (2) an amendment may not extend the term of the lease or license; and (3) no more than two amendments, not to exceed \$10,000 each, may be made within a 12-month period. (Ords. 2024-20 §3, 2014-18 § 3; Gov. Code, §25350.51.)

**1108-10.004 Procedures and Requirements**

- (a) The leasing or licensing of any interest in real property pursuant to section 1108-10.002 will be in accordance with the following procedures and requirements:
1. The public works director shall comply with all applicable laws and regulations pertaining to the leasing or licensing including environmental assessment requirements.
  2. Funding for the leasing or licensing is appropriated and available.
  3. The public works director shall report semi-annually 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.

- (b) Notice of intention to consummate a lease or license pursuant to this chapter shall be posted in a public place for five working days prior to consummation of the lease or license. The notice shall describe the property proposed to be leased or licensed, the terms of the lease or license, and any county officer authorized to execute the lease or license. (Ords. 2024-20 §3, 2014-18 § 3; Gov. Code § 25350.21.)

**SECTION III. EFFECTIVE DATE.** This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for and against it in the Contra Costa Times, a newspaper published in this County.

PASSED on December 3, 2024, by the following vote:

AYES: John Gioia, Candace Andersen, Diane Burgis, Ken Carlson, Federal D. Glover

NOES: None

ABSENT: None

ABSTAIN: None

/S/ Board Chair Federal D. Glover

ATTEST: MONICA NINO, Clerk of the Board of Supervisor and County Administrator

/s/ By: Deputy Clerk, June McHuen