

January 27, 2009

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** Lease of Suite 425, Marin County Civic Center to the California Legislature for Senator Mark Leno.

Dear Board Members:

**RECOMMENDATION:** Approve and authorize your President to sign the attached Lease between the County of Marin and the California Legislature for Suite 425, Marin County Civic Center.

**SUMMARY:** The County has leased office space in the Civic Center to Marin's State Senate representative since 1996. Senator Mark Leno has been elected to a four-year term and currently occupies the referenced office. The attached lease provides a four year term as of January 1, 2009 through November 30, 2012. Rent is consistent with the current market rate for commercial office space and rent charged to other tenants of the Civic Center. Rent increases will be on a yearly basis at a rate of 3.5% during the term of the lease. The lease also includes the right to relocate the office within the Civic Center at the County's option. County Counsel has reviewed the standard State lease and approves as to form.

**FISCAL IMPACT:** The County will receive rent in the amount of \$2,462.26 per month rent with annual 3.5% increases during the term of the lease. Revenue will be deposited into General Fund, Building Maintenance, Rent of Building, Account (10000-4100011000-4410235).

<b>REVIEWED BY:</b>	<input type="checkbox"/>	Auditor Controller	<input checked="" type="checkbox"/>	N/A
	<input checked="" type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Respectfully yours,

Terry Toner  
Chief Real Property Agent  
Real Estate Division